

**MINUTES OF THE
GEORGIA DRIVER'S EDUCATION COMMISSION MEETING
June 26, 2017
Department of Driver Services Headquarters, Conyers, GA**

Chairman Blackwood called the June 26, 2017 Georgia Driver's Education Commission meeting to order at 11:30 a.m. Those in attendance and constituting a quorum were as follows:

Board Members in Attendance

Mr. Harris Blackwood, Chairman
Mr. Spencer Moore, Vice Chairman
Mr. Alfred Barber
Ms. Beth Graham
Ms. Lidell Greenway
Mr. Eddie Rish
Ms. Malika Reed Wilkins

Board Members not in Attendance

Mr. Kevin Boyd

Non-members in attendance were as follows:

Mr. Barry Schrenk, Taggart's Driving School and registered lobbyist for Georgia Association of Risk Reduction and Defensive Driving Educators
Mr. Jim Andrews, Georgia Governor's Office of Highway Safety
Mr. Ricky Rich, Georgia Department of Drivers Services
Mr. Bryan Muller, Office of Planning and Budget
Mr. Martin Momtahan, West Metro Driving School
Ms. Juenesse Holman, Georgia Department of Driver Services
Ms. Denaë Hartsfield, Georgia Department of Driver Services
Mr. Tommy Grant, Georgia Department of Driver Services
Ms. Kecia Bivins, Georgia Department of Driver Services
Ms. Brittany Thompson, Georgia Driver's Education Commission
Mr. Jimmy Sumner, Georgia Department of Driver Services
Ms. Amy Radley, Attorney General's Office
Mr. Josh Turner, Georgia Driver's Education Commission
Mr. Michael Hourihan, Carl Vinson Institute of Government
Ms. Vita Jordan, Governor's Office of Highway Safety
Mr. Tim Thomas, Citizen
Mr. Bryan Barber, Georgia Driving Academy

Welcome

Chairman Harris Blackwood welcomed board members, staff and others present in the room and explained the format of the meeting and training. Commission members conducted a working lunch while obtaining board member training.

Financial & Training Policies

Ms. Vita Jordan, Division Director of Fiscal Services, provided training on State of Georgia financial and travel policies as they pertain to Commission members.

Commission Member Ethics

Georgia Driver's Education Commission Meeting Minutes cont'd
March 21, 2017
Department of Driver Services Headquarters, Conyers, GA

Ms. Amy Radley, Assistant Attorney General, provided training on ethics laws as they pertaining to Commission members.

Board Member Training

Michael Hourihan, State Program Manager for the Carl Vinson Institute of Government, provided training for board members. Presentation is attached to these minutes.

The Commission recessed for a brief break at 1:25 p.m.

Call to Order

Chairman Blackwood called the meeting back to order at 1:30 p.m. and asked that staff and guests present identify themselves for the record. Attendance is noted above.

Adoption of Agenda

Mr. Harris Blackwood presented the agenda. Ms. Lidell Greenway made a motion to adopt the agenda as proposed. Mr. Eddie Rish seconded the motion. The motion passed unanimously.

Approval of March 21, 2017 Meeting Minutes

Chairman Blackwood presented the meeting minutes from the March 21, 2017 meeting. Dr. Malika Reed Wilkins made a motion to approve the March 21, 2017 meeting minutes. Ms. Beth Graham seconded the motion. There was no discussion. The motion passed unanimously.

Staff Report

Chairman Harris Blackwood introduced Mr. Josh Turner to present the staff report.

Mr. Turner gave an update on the Georgia Driver's Education Grant Scholarship Program and provided the following statistics:

District	FY 2017 Total Scholarships Awarded by District	FY 2017 Percentage of Scholarships Awarded by District
1	230	4%
2	550	10%
3	591	11%
4	273	5%
5	133	2%
6	137	2%
7	254	5%

Georgia Driver's Education Commission Meeting Minutes cont'd
 March 21, 2017
 Department of Driver Services Headquarters, Conyers, GA

8	601	11%
9	504	9%
10	343	6%
11	497	9%
12	579	11%
13	292	5%
14	502	9%
Total	5486	100%

Tier	FY 2017 Scholarships Awarded by Tier	FY 2017 Percentage of Scholarships Awarded by Tier
Tier 1	3	0%
Tier 2	2832	52%
Tier 3	2651	48%
Total	5486	100%

Scholarships Awarded	5486	100%
Scholarships Redeemed	4308	79%
Scholarships Expired	274	5%
Scholarships Pending Redemption	904	16%

Provider Email Inquiries	292
Parent Email Inquiries	280
Voicemails Responded	285
Invoices Approved	222

Georgia Driver's Education Commission Meeting Minutes cont'd
 March 21, 2017
 Department of Driver Services Headquarters, Conyers, GA

RANKING AMONG PROVIDERS	PROVIDER NAME	NUMBER OF LOCATIONS	30/6 TRAINING AMOUNT	ENROLLED COUNT	PERCENTAGE OF OVERALL SCHOLARSHIPS REDEEMED BY PROVIDER	VALUE OF REDEEMED
1	A-1 Driving School, Inc.	15	\$ 399.00	541	13%	\$ 215,859.00
2	Barber's Driving School, Inc.	1	\$ 449.00	369	9%	\$ 165,681.00
3	Wiregrass Georgia Technical College	4	\$ 350.00	288	7%	\$ 100,800.00
4	Lanier Technical College	5	\$ 350.00	228	5%	\$ 79,800.00
5	Georgia Northwestern Technical College	3	\$ 350.00	203	5%	\$ 71,050.00
6	Central Georgia Technical College	2	\$ 350.00	176	4%	\$ 61,600.00
7	West Georgia Technical College	6	\$ 350.00	162	4%	\$ 56,700.00
8	South Cherokee/Jasper Driver Improvement Clinic Inc.	2	\$ 450.00	132	3%	\$ 59,400.00
9	Southern Regional Technical College	3	\$ 350.00	123	3%	\$ 43,050.00
10	Marietta City Board of Education	1	\$ 385.00	119	3%	\$ 45,815.00
11	Augusta Technical College	1	\$ 350.00	106	2%	\$ 37,100.00
12	A+ Driving Services, Inc.	7	\$ 495.00	104	2%	\$ 51,480.00
13	Southern Crescent Technical College	4	\$ 350.00	101	2%	\$ 35,350.00
14	Ogeechee Technical College	2	\$ 350.00	100	2%	\$ 35,000.00
15	Dickerson Driving School, Inc.	2	\$ 495.00	96	2%	\$ 47,520.00
16	Georgia Piedmont Technical College	3	\$ 350.00	92	2%	\$ 32,200.00
16	Jones Driver Education School of Augusta, Inc.	1	\$ 420.00	92	2%	\$ 38,640.00
18	Oconee Fall Line Technical College	3	\$ 350.00	86	2%	\$ 30,100.00
19	Albany Technical College	2	\$ 350.00	81	2%	\$ 28,350.00
20	North Georgia Technical College	3	\$ 350.00	80	2%	\$ 28,000.00
21	Coastal Pines Technical College	5	\$ 350.00	79	2%	\$ 27,650.00
22	Kristin National, Inc	3	\$ 495.00	76	2%	\$ 37,620.00
23	Columbus Technical College	2	\$ 350.00	69	2%	\$ 24,150.00
24	Georgia Driving School, Inc.	1	\$ 425.00	66	2%	\$ 28,050.00
25	FB Driving, Inc.	1	\$ 350.00	59	1%	\$ 20,650.00
26	Southeastern Regional Driving and Safety Academy Inc	1	\$ 395.00	54	1%	\$ 21,330.00
27	Safety 1st Driver Education	2	\$ 399.00	51	1%	\$ 20,349.00
27	Savannah Technical College	4	\$ 350.00	51	1%	\$ 17,850.00
29	Southeastern Technical College	2	\$ 350.00	50	1%	\$ 17,500.00

Georgia Driver's Education Commission Meeting Minutes cont'd
 March 21, 2017
 Department of Driver Services Headquarters, Conyers, GA

30	Cobb Subs, Inc.	1	\$ 450.00	44	1%	\$ 19,800.00
31	South Georgia Technical College	2	\$ 350.00	42	1%	\$ 14,700.00
32	Duluth DUI and Driving School	1	\$ 465.00	39	1%	\$ 18,135.00
33	AA Academy of Action Driving School	1	\$ 450.00	38	1%	\$ 17,100.00
33	Atlanta Technical College	1	\$ 350.00	38	1%	\$ 13,300.00
35	Advance Driving Academy	1	\$ 380.00	37	1%	\$ 14,060.00
36	Thumbs Up Driving Inc.	2	\$ 450.00	34	1%	\$ 15,300.00
37	Calhoun City BOE	1	\$ 290.00	33	1%	\$ 9,570.00
38	Hemisphere International Inc	1	\$ 500.00	24	1%	\$ 12,000.00
39	SGG Enterprises, Inc	2	\$ 495.00	21	0%	\$ 10,395.00
40	Nathan's Driving School, Inc.	2	\$ 498.13	20	0%	\$ 9,962.60
40	Safe America Foundation, Inc.	1	\$ 474.00	20	0%	\$ 9,480.00
42	Athens Technical College	1	\$ 350.00	19	0%	\$ 6,650.00
43	Executive Results DUI & Defensive Driving School, LLC	1	\$ 425.00	14	0%	\$ 5,950.00
44	Preston Driving School	1	\$ 500.00	12	0%	\$ 6,000.00
45	!!@LFA Driving School of Atlanta !!, LLC	1	\$ 495.00	11	0%	\$ 5,445.00
46	Rockdale-Newton Driving School	1	\$ 495.00	10	0%	\$ 4,950.00
47	Oconee County Board of Education	1	\$ 399.96	5	0%	\$ 1,999.80
47	White County Ninth Grade Academy	1	\$ 250.00	5	0%	\$ 1,250.00
49	Gwinnett County Board Of Education	6	\$ 345.00	4	0%	\$ 1,380.00
50	1st United Driving & DUI School	1	\$ 399.00	2	0%	\$ 798.00
50	David Edwards dba First Class Defensive Driving	1	\$ 350.00	2	0%	\$ 700.00
Total 51		122		4308	100%	\$1,677,569.40

* As of June 22, 2017

Mr. Tuner stated that he would be willing to answer questions.

Vice Chairman Moore asked if this report would serve as a full fiscal year 2017 executive summary of the operation. Mr. Turner stated that this was full report of the program activity for the year but that the Commission is required to submit a report to the Governor, the President of the Senate, and the Speaker of the House of Representatives, as well as the committee chairpersons for the standing committees in the Senate and the House of Representatives that are assigned issues related to motor vehicles by October 1 of each year which will be a comprehensive report of all activities.

Vice Chairman Moore expressed his thanks and gratification for the report and that it was very detailed and contained the information needed. Mr. Turner thanked Mr. Moore for his comments and recognized and thanks the staff of the Georgia Driver's Education Commission for their outstanding hard work and dedication to keeping Georgia's young people safe of the roadways of this state.

Consider Adoption of Amendments to Student and Provider Eligibility Requirements for Grant Scholarship Program

Chairman Blackwood then recognized Mr. Turner to present the proposed changes to the Student and Provider Eligibility Requirements for the Grant Scholarship Program. Mr. Turner explained the four proposed to changes as follows:

1. Paragraph A3. Changes form of verification for dependents of military personnel killed in action from Form DD 214 to From DD 1300.

Mr. explained that in working with the Georgia Department of Veteran's Services in verifying dependents, the agency recommended that the Commission request form DD 1300 Report of Casualty.

2. Paragraph A8. Adds a sentence to the end of the paragraph that states the scholarship must be awarded prior to the start date of the driver's education course.
3. Paragraph B-9. Adds a sentence that prohibits providers form imposing any additional fees to the student.

Chairman Blackwood asked if there were any comments about these proposals. There were no comments.

Chairman Blackwood asked for a motion to approve the three changes as outlined in the Commission documents and explained by Mr. Turner. Vice Chairman Moore made a motion to approve the amendments to the Student and Provider Eligibility Requirements for the Grant Scholarship Program. Ms. Lidell Greenway seconded the motion. The motion passed unanimously.

Other Business

Georgia Driver's Education Commission Meeting Minutes cont'd
March 21, 2017
Department of Driver Services Headquarters, Conyers, GA

Chairman Blackwood opened the floor for other business.

Mr. Barber asked if there was any reports on the money allocated toward the wards of the state on the forty training and has any of that money been allocated. Mr. Turner responded it was a contract with the Department of Family and Children Services. DFCS have not provided that report. The report is being finalizing and they will provide it to us in the month of July.

Mr. Barber asked, is there any way for the providers to get access to how solicit that business that could help if we can make that public.

Mr. Turner responded that currently the contract has expired, so unless the board moves forward with it there is no funding for that program at this time. Mr. Turner explained that there were fifty students identified equally in each of the DFCS regions. The DFCS case worker selected the provider and worked with the provider and student to find a time for the student to complete the forty hours of supervised driving.

Mr. Barber asked if there was not competitive opportunity for the providers individually to solicit business or a selection process made by the state itself. Mr. Turner responded that the decision was made by DFCS.

Chairman Blackwood responded that it was out of the Commission's hands as to the way the providers were chosen. Mr. Turner responded that DFCS was provided the list of providers located on the Department of Driver Services' website.

Vice Chairman Moore asked Mr. Turner if he knew how many of those students were able to complete training. Mr. Turner responded that he didn't know at this time and that DFCS was scheduled to report the data in the month of July.

There was no other business or public comments to come before the Commission.

Vice Chairman Moore made a motion to adjourn. Mr. Barber seconded the motion. The motion passed unanimously and the meeting was adjourned at 1:49 p.m.

Respectfully submitted,
Brittany Thompson

Team Dynamics Overview

- Attributes of a Successful Team
 - GroupThink
- Overcoming Dysfunctions (Derailers)

Team

- ↳ Diverse mix of people
- ↳ Complementary or Different skills
- ↳ Common purpose: mission
- ↳ Clear goals and tasks
- ↳ Shared responsibility for success or failure

Effective teams require . . .

- ☑ **Cooperation**
Unity and Achievement
- ☑ **Trust**
Reciprocal faith that leads to Reliability
(based on mutual Respect)
- ☑ **Positive Attitude**
Willingness, Agreeable, Commitment
- ☑ **Cohesiveness**
Socio-emotional Personal Connection

GroupThink

- Invulnerability: Safety in numbers
- Inherent Morality: We're right . . .
... You are uninformed / wrong
- Illusion of unanimity: Peer Pressure
(avoid conflict; go along to get along)

Preventing GroupThink

- No Domination: all for one - one for all
- Obtain outside perspective
- Assign Critical Evaluator
(Devil's Advocate)
- No 'rubberstamping'

Keys to Team Success: *Periodic self-evaluation of . . .*

- How well the team is accomplishing its goals
- How well the participants are working together
- Appropriate participation
- Resolving differences
- Ability to make changes

Five Dysfunctions Model



Overcoming the Five Dysfunctions

Trust

- Accept Vulnerability: Foster the Relationship; Established over time

Conflict

- Though Awkward - Address it: Discomfort should not deter it

Commitment

- Avoid Ambiguity: Specific vs. Vague; OK to disagree and still commit

Overcoming the Five Dysfunctions

Accountability

- Be Descriptive, not Evaluative
- Focus on the Issue or Behavior

Results

- Measure Accomplishments, not Intentions
- Team Outcomes take precedence over Individuals