METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Freddie O'Connell, MAYOR

Board Members
Michael Iadevaia
Fabian Bedne
Matthew P Neal
Dennis Rowland
Anne Barnett
Emma Boyd-Elliott
Marcus Booth

Ex Officio Member
Sandra Sepulveda

Contract Compliance Board

Executive Director, Trey Adkisson

Howard Office Building
Department of General Services
700 Ronald Reagan Way
Nashville, TN 37219
Telephone: (615) 862-5000

Board Work Session Meeting Minutes

Thursday, March 19, 2026
6:00 P.M. CDT

Metro Howard Office Bldg
700 Pres Ronald Regan Way
Nashville, TN 37219

Members Present:
Matt Neal, Dennis Rowland, Emma Boyd-Elliott, Anne Barnett

Absent:
Marcus Booth, Michael Iadevaia, CM Sandra Sepulveda, Fabian Bedne

Ex Officio Member:

Attendees:
Trey Adkisson, Exec Dir., Ava Elsaghir, DGS Contracts Manager; Eric Mendoza & Julie Viallo, iPartnership consultants

1. Call to Order / Welcome:

The meeting was called to order by Chair Emma Elliott at 5:51 PM.

2. Public Comment:

A public comment period was opened. There were no visitors present.

- Public comments policy draft for consideration included timeframes for Board interaction with visitors.
- Ms Barnett requested increase from 5 people to allow 10 people for comments.
- Mr Rowland cautioned that timeframes, additional Q&A with complainant could take too long and details should be directed to our hubNashville site, or develop intake form to distribute at meetings.
- We need to close-out Mr Miller inquiry with response letter and recommended action. This was internal HR issue.
- Board needs to formally adopt the Public Comment recommendations for Metro Legal with any approved revisions.

3. Comments from Members / Disclosures:

None

4. Previous Meeting Minutes:
- N/A

5. Executive Director Update:
- Safety Language submittal to Council follow up on status and next steps.
- Trey achieved OSHA 510 certification.

6. Committee Updates:
- None

7. New Business:
- **Safety & Complaint Processes**:
    - iPartnership team outlined KPI suggestions for Board consideration. PPT attached for review.
    - Board make recommendations for targets, goals at next Board meeting.
    - iPartnership consultants to draft SOP for Complaint process, intake template, response letters, tracking mechanisms, reporting and other tools to manage the process. This was not covered during the presentation.
    -
- **Performance Benchmarks & KPIs**:
    - Trey OSHA 500 course scheduled for April class. Application pending VolState approval.
- **Legislative Oversight & Policy**:
    - Follow up on process/procedure/timelines for Board recommendations to Council…CM Sepulveda for follow up/Sponsorship for new legislation?
    - “What” should be made public?
- **Board Structure & Committees**:
    - N/A
- **Contractor & Project Updates**:
    - N/A
- **Training Opportunities**:
    - Potential need to revisit Pay Appl process to outline compliance checklist(s).
    - Safety Reports demo to Boad for Compliance Checklist DRAFT review.
    - TN Right-to-Work laws

8. Adjournment:

The meeting was adjourned at 7:37pm. (Anne / Matt)
Next meeting scheduled for Tuesday March 24, 2026 6pm

Meeting Minutes Approval:

Date________________

Chair ______________________________ Vice-Chair _________________________
Emma Boyd-Elliott Matthew Neal