



GREG WILSON, Chair  
MARK STRATTON, Vice Chair  
STEVE THURMOND, Secretary  
TOMMY WILLETT, Treasurer  
RODNEY KIRTLEY, Executive Director

**BRADD BOARD OF DIRECTORS**  
**Wednesday, June 22, 2016, 1:00 p.m.**  
**BRADD Conference Center**  
**Bowling Green, KY**

- I. Call to Order - Judge/Executive Greg Wilson**
- II. Pledge to the Flag -**
- III. Guest Speaker - Mr. Ben VanHooser, City Administrator, Greenville, KY**
- IV. Approve Minutes**
- V. Old Business**

**Reports:**

- 1. Officers/Board Member  
Mr. Elroy Larimore, Nominating Committee  
Judge/Executive Michael Hale
- 2. Council  
Judge/Executive David Fields, Water Council
- 3. Special Advisors
- 4. Staff  
Ms. Susan Taylor, Regional Planner  
Ms. Sharon Woods, WIOA Director  
Mr. Rodney Kirtley, Executive Director

- VI. New Business**  
**Executive Council Report**

- 1. Approve Clearinghouse Projects
- 2. Approve FY 17 Budget

- VII. Adjournment**



**MINUTES  
BRADD BOARD OF DIRECTORS  
JUNE 22, 2016**

**TIME & PLACE:**

The Barren River Area Development District Board of Directors met Wednesday, June 22, 2016 at the BRADD Office, Bowling Green, KY. The BRADD meeting was called to order by Chairman Judge/Executive Greg Wilson.

The Pledge of Allegiance to the Flag was led Ms. Terryn Varney, BRADD Staff.

Chairman Wilson recognized all guests and representatives of the news media.

Chairman Wilson introduced Mr. Ben VanHooser, City Administrator, Greenville, KY. Mr. VanHooser introduced Mayor Jan Yonts, City of Greenville. Mr. VanHooser presented a power point on how the City raised money for the upgrades to the downtown, through grants, tourism, restaurant tax and special projects.

**ATTENDANCE:**

It was determined that a quorum. (See attached attendance Record).

**MINUTES:**

With no corrections or additions the minutes of the May 25, 2016 meeting was approved. (See attached)

**OLD BUSINESS:**

**Officers/Board Members:**

**Judge/Executive Greg Wilson** reported the Chair has been notified of the reappointment of Michael Stoyonovich as Citizen Member representing Edmonson County for a three year term.

**Judge/Executive Wil Cannon** reported the Nominating Committee, consisting of Mr. Elroy Larimore and Mayor Dick Doty, met to appoint the Officers for Barren River Area Development District Board of Directors for FY 2016-17. The current officers are: Judge/Executive Greg Wilson, Chairman, Mayor Mark Stratton, Vice Chairman, Steve Thurmond, Secretary and Judge/Executive Tommy Willett, Treasurer. A letter was received from Mayor Mark Stratton resigning as Vice Chairman, to allow him to focus on projects for the City of Russellville. Elroy Larimore and myself nominated Mayor Dick Doty to fill the

unexpired term of Mayor Mark Stratton as Vice Chairman. The remaining current officers have agreed to continue to serve for another year, and we recommend the current officers and Mayor Dick Doty be elected to serve for the FY16-17 term.

- **A motion was made by Judge/Executive Wil Cannon, seconded by Judge/Executive Terry Martin, to elect the officers as appointed by the Nominating Committee. Motion carried.**

#### **Council:**

**Judge/Executive David Fields**, Water Management Council, reported the Council met on Wednesday, June 1, 2016. With no new or amended projects, the council discussed opportunities to increase efficiency in treatment plants, as well as local government assets. Mr. Greg Copley with the University of Kentucky was speaker for the discussion. The next scheduled meeting will be Wednesday, September 7, 2016.

#### **STAFF:**

**Ms. Michelle Hines**, Aging Services Director, reported The BRADD/AAAIL has not received federal or state allocations for FY 17. We have been notified by DAIL that all subcontracts must be provided to the cabinet for approval by close of business day on July 31, 2016. The Cabinet policy now requires that all contractors shall make no subcontracts with any other party until pre-approved by the Cabinet. We have been asked to exercise due diligence as the Cabinet level review may take some time. All service providers have been sent memorandums informing them of this process. We are anticipating a decrease in State Funds for FY 17. DAIL has notified the ADDs that the total amount of the reduction for DAIL is almost \$3.8 million dollars. In preparation for these cuts the DAIL has instructed the ADDS that we may take reductions from several programs. One of the programs suggested is the Kentucky Caregiver Program/Grandparents Raising Grandchildren. We anticipate suspending these services for the new Fiscal Year due to the reductions. We do not anticipate this program affecting health, safety and welfare of these clients. We would continue to assist Grandparents with finding resources through the Aging and Disability Resource Center and other community partners. These program clients would be notified by letter once the state approves the reductions. We have been instructed that we may not cut clients from any other programs however; service units may be reduced as long as it does not affect health, safety and welfare of the client. BRADD will be conducting a food drive in partnership with AARP on Monday, July 25 through Friday, July 29 from 8:00 am- 4:30 pm. We invite the Board to bring can food items to the next board meeting. Food will be taken to those seniors on the waiting list and our current clients in need. BRADD/AAAIL received \$2,500 grant from the State Mental

Health and Aging Coalition to conduct a Seniors Scam Jam. The Coalition will be planning to hold this event later on this year. Alecia Johnson was elected to serve as President of the State Mental Health and Aging Coalition.

**Ms. Susan Taylor**, Regional Planner, reported the BRADD is nearly finished with the first round of county subcommittee meetings for the 2016 Hazard Mitigation Plan update. At the first meeting we completed an assessment prioritizing 17 natural, man-made, and technological hazards that impact our region based upon the geographic area affected, magnitude, and probability. If you would like to see the rankings for your county please see me after the meeting. Our second set of meetings will take place during the month of July. A listing of the date, time, and location for all meetings scheduled is available in your packet. At the July meetings we will create a comprehensive list of critical assets, facilities, and infrastructure for each county. Also included in your board packet is a capability assessment. This will be used to determine what resources each county has to be deployed for Emergency Management and hazard mitigation. We will need one for each county. I ask that all Judge/Executives and Mayors fill one out. You can return them at the hazard mitigation meeting, the next board meeting, or scan and email them to me at [susan.taylor@bradd.org](mailto:susan.taylor@bradd.org). I encourage as many of you as are able to attend to ensure that you and your organization's interests are represented for the next five years in our regional plan! These meetings give us the opportunity to develop mitigation proposals that will allow us to bring hazard mitigation grant funding into each county.

**Ms. Tonya Mudd**, WIOA Staff, reported on two company layoffs that WIOA is working with for rapid response: (1) General Products, Russellville, Kentucky, effective July 1; and (2) Dana Corporation, Glasgow, Kentucky. There are 200 people affected. No decision has been made yet, but are staying in contact on this matter.

**Mr. Rodney Kirtley**, Executive Director, thanked everyone for coming. Mr. Kirtley reported that Ms. Amy Scott has transferred as Regional Transportation Planner. Rodney also reported that the BRADD Annual Meeting will be held on Wednesday, September 14 beginning at 12:00 p.m. at the National Corvette Museum. The August Board meeting will be held on Wednesday, August 17, which is the 3rd Wednesday, due to the Governor's Local Issues Conference being held the 4th week. Mr. Kirtley reported that BRADD will be working with the City of Bowling Green in the transition for WIOA Fiscal Agent effective July 1.

#### **NEW BUSINESS:**

#### **Executive Council Report:**

**1. Approve Clearinghouse Projects - Regional**

Mayor Dick Doty reported the Executive Council met prior to this meeting to consider 4 Regional projects. Upon review of the projects, the Council recommended approval.

- **A motion was made by Mayor Dick Doty, seconded by Mayor Mark Stratton to approve the 4 Regional Projects as recommended by the Executive Council. Motion carried. (See attached)**

**2. Approve FY 17 Budget**

Mayor Dick Doty reported the Executive Council met prior to this meeting to discuss FY 17 budget. The estimated total revenue FY 17 is approximately 6.3 million. The budgeted expenditures are approximately 6.3 million. If there is no question about it, I make a motion to approve the FY 17 budget.

- **A motion was made by Mayor Dick Doty, seconded by Ms. Dell Hall to approve the FY 17 Budget as recommended by the Executive Council. Motion carried. (See attached)**

**ADJOURN**

With no further business, the meeting was adjourned.

  
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Signed

  
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Approved

# Barren River Area Development District Hazard Mitigation Capability Assessment Worksheet

## Planning & Regulatory

Plans	Yes/No Year	Does the plan address hazards? Does the plan identify projects to include in the mitigation strategy? Can the plan be used to implement mitigation actions?
Comprehensive/Master Plan		
Capital Improvements Plan		
Economic Development Plan		
Local Emergency Operations Plan		
Continuity of Operations Plan		
Transportation Plan		
Stormwater Management Plan		
Community Wildfire Protection Plan		

<b>Building Code, Permitting, and Inspections</b>	<b>Yes/No</b>	<b>Are codes adequately enforced?</b>
<b>Building Code</b>		Version/Year:
<b>Building Code Effectiveness Grading Schedule (BCEGS) Score</b>		Score:
<b>Fire Department ISO Rating</b>		Rating:
<b>Site plan review requirements</b>		

<b>Land Use Planning &amp; Ordinances</b>	<b>Yes/No</b>	<b>Is the ordinance an effective measure for reducing hazard impacts? Is the ordinance adequately administered and enforced?</b>
<b>Zoning Ordinance</b>		
<b>Subdivision Ordinance</b>		
<b>Floodplain Ordinance</b>		
<b>Natural hazard specific ordinance (stormwater, steep slope, wildfire)</b>		
<b>Flood insurance rate maps</b>		

<b>Acquisition of land for open space and public recreation uses</b>		
<b>Other</b>		
<b>How can these capabilities be expanded and improved to reduce risk?</b>		

**Administrative & Technical**

<b>Administration</b>	<b>Yes/No</b>	<b>Describe Capability Is coordination effective?</b>
<b>Planning Commission</b>		
<b>Mitigation Planning Committee</b>		
<b>Maintenance programs to reduce risk (tree trimming, clearing drainage systems)</b>		
<b>Mutual aid agreements</b>		



Staff	Yes/No FT/PT	Is staffing adequate to enforce regulations? Is staff trained on hazards and mitigation? Is coordination between agencies & staff effective?
Chief Building Officials		
Floodplain Administrator		
Emergency Manager		
Community Planner		
Civil Engineer		
GIS Coordinator		

Technical	Yes/No	Describe
Warning systems/services		
Hazard data and information		
Grant writing		
Hazus analysis		

Other

How can these capabilities be expanded and improved to reduce risk?

**Financial**

<b>Funding Resource</b>	<b>Access/Eligibility (Yes/No)</b>	<b>Has the funding resource been used in the past and for what type of activities? Could the resource be used to fund future mitigation actions?</b>
Capital improvements project funding		
Authority to levy taxes for specific purposes		
Fees for water, sewer, gas, or electric services		
Impact fees for new development		
Storm water utility fee		
Incur debt through general obligation bonds and/or special tax bonds		
Incur debt through private activities		
Community Development Block Grant		

<b>Other federal funding programs</b>		
<b>State funding programs</b>		
<b>Other</b>		
<b>How can these capabilities be expanded and improved to reduce risk?</b>		

#### Education & Outreach

<b>Program/Organization</b>	<b>Yes/No</b>	<b>Describe program/organization and how it relates to disaster resilience and mitigation. Could the program/organization help implement future mitigation activities?</b>
<b>Local citizen groups or nonprofit organizations focused on environmental protection, emergency preparedness, access and functional needs populations, etc.</b>		
<b>Ongoing public education or information programs (e.g. responsible water use, fire safety, household preparedness, environmental education)</b>		
<b>Natural disaster or safety related school programs</b>		
<b>StormReady Certification</b>		
<b>Firewise Communities certification</b>		
<b>Public-private partnership initiatives</b>		

<b>addressing disaster-related issues</b>		
<b>Other</b>		
<b>How can these capabilities be expanded and improved to reduce risk?</b>		

Please direct any questions or concerns to Susan Taylor at [susan.taylor@bradd.org](mailto:susan.taylor@bradd.org) or (270) 781-2381

## INTERGOVERNMENTAL REVIEW – Regional Projects- June 2016

KY201605280604

Russellville-Logan County Airport Apron Expansion & Fencing Improvements

**Applicant:** Russellville-Logan County Airport

**Contact:** Steve Dilliha

**Summary:** Increase aircraft parking by filling in a "grass notch" in the existing asphalt apron where an old mobile trailer was sitting that was used as a terminal building prior to the construction of the new terminal building in 2010. The area is approximately 3,600 square feet and is on the north side of an existing conventional hangar and east of the existing fuel system. Existing foundation and utilities for old terminal trailer will be removed, area will be excavated for construction of an asphalt pavement section to match that of the surrounding pavement on three sides. An approximately 1,030 linear feet of existing failing wooden fence along the south side of the airport entrance drive will also be replaced with a new chain link fence in the same location as existing wooden fence. Construction is planned for the summer of 2017 to be funded in a subsequent FAA grant.

<b>Funding:</b> Federal	\$ 33,884	FAA
Applicant	\$ 941	
State	\$ 2,824	
Total	\$ 37,649	

**Reviewer:** Amy Scott - No conflicts or duplications. The project promotes the CEDS Economy Goal 1: Maintaining partnerships with various levels of government to encourage and facilitate economic growth and Transportation Goal 2: Support a balanced transportation system that provides access to all areas of the district and offers both residents and visitors convenient and reliable transportation, specifically Objective C: Maintenance and development of the air transportation system.

KY201605310622

SCADA System Upgrade

**Applicant:** East Logan Water District

**Contact:** Michael McGhee

**Summary:** System Wide SCADA System Upgrade includes upgrading 2 Sixnet sites, 15 Radios, 6 RC Valve stations, 4 RC Master meter stations, 2 RC Combination stations, and relocation Master PLC from Tank to Office.

<b>Funding:</b> Federal	\$ 550,000	USDA
Total	\$ 550,000	

**Reviewer:** Jon Zambrano - No duplication or conflicts. Complies with CEDS Water/Wastewater Goal 1: Provide adequate infrastructure to accommodate and facilitate development within the BRADD ( WX21141057).

KY201606150751

Engineering and Biological Sciences Security

**Applicant:** Western Kentucky University Research Foundation, Inc.

**Contact:** Cheryl Davis

**Summary:** WKU is applying to the KOHS for federal flow-through funds from the Department of Homeland Security. In 2004, twenty-four restricted doors in the Engineering and Biological Sciences (EBS) building at Western Kentucky University were equipped with electronic access to secure biological agents, engineering labs, and research materials. Funding is requested to upgrade existing equipment to the WKU electronic access control standard system and to install and program five additional doors. This project will enhance the safety and the security of building that houses biological agents, chemicals, and animal facilities.

<b>Funding:</b> Federal	\$ 57,099	KOHS
Total	\$ 57,099	

**Reviewer:** Terryn Varney - No conflicts or duplications. The project promotes the CEDS Community Services and Facilities Goal 2: Enhance the effectiveness of public safety agencies in the District, including law enforcement, fire protection, emergency medical, emergency management services, E911 and other functions, specifically Objective A: Obtain funding for the purchase of public safety equipment and programs.

## INTERGOVERNMENTAL REVIEW – Regional Projects- June 2016

KY201606200798

Metcalfe County Workforce Training Center and Health & Wellness Center

**Applicant:** Metcalfe County Board of Education

**Contact:** Chris Huffman

**Summary:** The Metcalfe County Board of Education is requesting \$500,000 in ARC funds to assist in the rehabilitation and expansion of a facility to house a workforce training center and health & wellness center for the citizens of Metcalfe County. The approximately 3,200 square foot facility has a total project cost of \$970,000, which include design and construction. Project matching funds will be provided by the Metcalfe County Board of Education in the amount of \$470,000. The Metcalfe County Board of Education will provide the existing structure for the location of the new centers. The GPS coordinates of the project site are 36.981348,-85.625667.

<b>Funding:</b> Federal	\$ 500,000	ARC
Applicant	\$ 470,000	
Total	\$ 970,000	

**Reviewer:** Katie Ford - No conflicts or duplications. Supports CEDS Community Services and Facilities Goal 3: Promote a healthier lifestyle and improve the quality of life for the residents of the region, as well as Workforce Development Goal 2: Provide access to a seamless approach to a simplified service delivery system that will ensure high-quality services to job seekers and employers throughout our region.

**BARREN RIVER AREA DEVELOPMENT DISTRICT  
FY 17 PASSTHRU BUDGET**

	<u>GRANT NUMBER</u>	<u>DESCRIPTION</u>	<u>REVENUE</u>	<u>EXPENDITURES</u>	<u>TOTAL BY DEPARTMENT</u>
	3400	Title 3	1,024,455	1,024,455	
	3500	Ship July-March	15,000	15,000	
	3531	Mippa Ship 2	4,000	4,000	
	3560	Chronic Disease SME	2,000	2,000	
	3570	Improving AO	3,000	3,000	
	3600	Homecare	665,175	665,175	
	3650	PCAP	121,350	121,350	
	3700	Adult Day	146,344	146,344	
	3800	Long term care Ombudsman	34,364	34,364	
<b>AGING</b>	3850	NSiP	129,052	129,052	2,144,740
<b>CDO</b>	39xx	CDO	1,740,569	1,740,569	1,740,569
	4421-4431-37	WIA Adult		-	
	4422-27-28-32-38	WIA Disloc		-	
	4423-24-26-33-34-36	WIA Yth IS/OS		-	
<b>WIOA **</b>	4429	WIA Trade		-	
	<b>Total</b>		<b><u>3,885,309</u></b>	<b><u>3,885,309</u></b>	<b><u>3,885,309</u></b>

\*\* Pending approval

**BARREN RIVER AREA DEVELOPMENT DISTRICT  
FY 17 ADMINISTRATIVE & SERVICES BUDGET**

<u>DEPT</u>	<u>GRANT #</u>	<u>DESCRIPTION</u>	<u>REVENUE</u>		<u>EXPENDITURES</u>		<u>OVER/UNDER</u>	
<u>GF</u>	2	General fund	8,990	8,990	28,129	28,129	(19,139)	(19,139)
	1200	Economic Development Administration	60,903	-	60,681	-	222	-
	1250	Community Development Block Grant	38,000	-	37,527	-	473	-
	1300	Appalachian Regional Commission	81,264	-	81,107	-	157	-
	1400	Management Assistance	40,170	-	40,051	-	119	-
	1500	Program Management	28,508	-	28,198	-	310	-
	4100	Federal Transit Administration 5304	25,000	-	23,799	-	1,201	-
	4200	Regional Transportation Program	86,741	-	82,445	-	4,296	-
	4700	Revolving Loan Fund Management	3,000	-	2,762	-	238	-
	4800	Water Planning	89,234	-	88,439	-	795	-
	4860	Hazardous Mitigation Planning Grant	70,727	-	69,746	-	979	-
	497x	Centerline Collection	22,100	-	22,022	-	78	-
	5000	Regional Support	65,000	-	64,649	-	351	-
<u>JFA</u>	5XXX	Local contract	125,000	735,646	125,351	726,776	(351)	8,368
	3401	Title III B Supportive Services	118,437	-	119,007	-	(570)	-
	3402	Title III C 1 Congregate meals	9,500	-	9,774	-	(274)	-
	3403	Title III C2 Home Delivered Meals	11,000	-	11,085	-	(85)	-
	3404	Title III- E Caregiver Services	6,900	-	7,256	-	(356)	-
	3420	Title III Case Manager	110,740	-	110,642	-	98	-
	3450	National Family Caregiver	54,000	-	54,186	-	(186)	-
	3490	Aging and Disability Resource Center	90,000	-	91,762	-	(1,762)	-
	3500	State Health Insurance Program (Jul-Mar)	1,636	-	1,723	-	(87)	-
	3501	State Health Insurance Program training (TF)	500	-	427	-	73	-
	3503	State Health Insurance Program (Apr-Jun)	575	-	569	-	6	-
	3520	State Health Insurance Program- CM1 (Jul-Mar)	4,500	-	4,488	-	12	-
	3521	State Health Insurance Program-CM2 (Apr-Jun)	1,412	-	1,449	-	(37)	-
	3535	Medicare Improvement Patient and PA-ADRC 1(Jul-Se	1,000	-	928	-	72	-
	3536	Medicare Improvement Patient and PA-ADRC 2 (Oct-J	756	-	1,051	-	(295)	-
	3540	Medicare Improvement Patient and PA- AAA 1( Jul-Se	3,950	-	3,819	-	131	-
	3541	Medicare Improvement Patient and PA- AAA 2(Oct-Jui	4,429	-	4,320	-	109	-
	3550	Functional Assessment Services Team	2,000	-	2,006	-	(6)	-
	3600	State Homecare Program	110,441	-	111,809	-	(1,368)	-
	3610	State Homecare Program Case Management	278,000	-	288,681	-	(10,681)	-
	3650	Personal Care Attendant Program	22,000	-	22,027	-	(27)	-
	3660	Personal Care Attendant Program Coordination	12,979	-	12,974	-	5	-
	3670	Personal Care Attendant Program - Evaluation	2,000	-	2,022	-	(22)	-
	3700	Adult Day Care Services	14,000	-	14,061	-	(61)	-
	3710	Adult Day Care Services Case Manager	19,000	-	19,076	-	(76)	-
<u>AGING</u>	3720	Geriatric Workforce Enhancement Grant	12,642	892,397	12,497	907,639	145	(15,241)
	3900	Consumer Directed Options Support Broker	592,800	-	587,258	-	5,542	-
<u>CDO</u>	3910	Consumer Directed Options Fiscal	210,000	802,800	156,647	743,905	53,353	58,895



**BARREN RIVER AREA DEVELOPMENT DISTRICT  
FY 17 ADMINISTRATIVE & SERVICES BUDGET**

<u>GRANT #</u>	<u>DESCRIPTION</u>	<u>REVENUE</u>		<u>EXPENDITURES</u>		<u>OVER/UNDER</u>	
4410	Workforce Adult Case Management (CM)	92,000	-	92,001	-	(1)	-
4411	Workforce Dislocated Worker CM	75,000	-	75,001	-	(1)	-
4412	Workforce Youth In School CM (Aug-May)	22,000	-	22,000	-	(0)	-
4413	Workforce Youth Out of School CM (Aug-May)	60,000	-	60,000	-	(0)	-
4414	Workforce Youth In School Summer CM (Jun-Jul)	7,000	-	7,000	-	(0)	-
4415	Workforce Youth Out of School Summer CM (Jun-Jul)	10,000	-	10,000	-	(0)	-
4416	Workforce Trade CM	72,000	-	72,001	-	(1)	-
4417	Workforce Rapid Response CM	3,000	-	3,000	-	(0)	-
4431	Workforce Adult Core and Intensive CM	83,000	-	83,000	-	(0)	-
4432	Workforce Dislocated Worker Core and Intensive CM	75,000	-	75,000	-	(0)	-
4433	Workforce In School Core and Intensive CM	16,000	-	16,000	-	(0)	-
4434	Workforce Out of School Core and Intensive CM	86,000	-	86,001	-	(1)	-
4435	Workforce In School Core & Intensive Summer CM	4,000	-	4,000	-	(0)	-
4436	Workforce Out of School Summer Core and Intensive CM	30,000	-	30,000	-	(0)	-
4437	Workforce Business Services Adult	35,000	-	35,000	-	(0)	-
4438	Workforce Business Services Dislocated Workers	25,000	-	25,000	-	(0)	-
4443	Workforce National Emergency Grant Administration	45,000	<b>740,000</b>	45,000	<b>740,004</b>	(0)	(0)
<b><u>TOTAL</u></b>			<b><u>3,179,834</u></b>		<b><u>3,146,456</u></b>		<b><u>33,382</u></b>

\* Pending approval