

Minutes
BRADD Executive Council
Wednesday, March 28, 2018
BRADD Office Center

Regular Members in Attendance: Mayor Dick Doty, Judge/Executive Johnny Hobdy, Mr. Elroy Larimore, Mayor Mark Stratton, Judge/Executive Greg Wilson, Mr. Gary Dillard, Mayor Dwayne Hatcher and Judge/Executive David Fields. (See attached sign-in sheet)

Staff in Attendance: Mr. Eric Sexton, Ms. Amy Scott, Ms. Amy Carroll, Ms. Michelle Hines, Ms. Alecia Johnson and Mr. Caleb Speck.

Guest in Attendance: Mr. Isaac Myers, Office of the Governor.

1. Call to Order

The Executive Council meeting was called to order by Mayor Dick Doty, Chairman.

2. Approve Minutes

Chairman Doty presented the January 24, 2018 minutes for approval. The minutes were previously emailed to the members.

Motion: Mayor Mark Stratton made a motion to approve the January 24, 2018 minutes, and the motion was seconded by Judge/Executive Greg Wilson. The motion carried. (See attached)

3. Review and Approval of Clearinghouse Projects

Chairman Doty called on Ms. Amy Scott to present the clearinghouse projects. Ms. Scott reported that there are five regional projects for review as submitted by the BRADD office. Four of the projects are for recreational trails including the cities of; Morgantown, Park City, Woodburn, and Horse Cave. Additionally, there was one water project for Hart County. All projects were reviewed for conflicts and duplications, of which there were none.

Motion: Judge/Executive David Fields made a motion to approve the five regional clearinghouse projects as presented; the motion was seconded by Mayor Dwayne Hatcher. Motion carried. (See attached)

4. Financials

- **Review of Executive Director's Time Sheet and Travel**

Chairman Doty presented the January and February time sheets and travel forms on Executive Director Mr. Eric Sexton, for approval.

Motion: Judge/Executive David Fields made a motion to approve Mr. Sexton's time sheets and travel, and the motion was seconded by Mayor Mark Stratton. Motion carried.

- **Aging Services Amendment**

Chairman Doty called on Ms. Amy Carroll, Finance Director. Ms. Carroll reported that the Aging Amendment was submitted to DAIL in February. She stated there is a transfer of funds to supply services short fall due to client

closures. Ms. Carroll reported the carryover funds are those Community Action didn't spent from last year. Judge Wilson asked about the unspent funds. He is concerned with the problems occurring at Community Action having an effect on the ADD. Ms. Hines informed Dr. Butler, interim CEO, is working with her on a request she has submitted for required audit information. Judge Fields confirmed there are some issues currently occurring at Community Action. Ms. Hines informed the council she contacted Community Action personnel and was informed the BRADD senior center services are not in jeopardy.

Motion: Judge/Executive Greg Wilson made a motion to approve the Aging Services Amendment as presented, and the motion was seconded by Mayor Mark Stratton. Motion Carried. (See attached)

5. Agreements/Contracts

- **FY 2018 JFA Agreement**

Chairman Doty called on Mr. Eric Sexton. Mr. Sexton reported for information purposes that the BRADD is still receiving reduced quarterly reimbursement from DLG, with no explanation as to why the unrestricted funds are not being reimbursed. The Senate A/R Committee requested information from the Commissioner of DLG at the end of January and gave her three weeks to report back. As of this report, there has been no report from the Commissioner, according to Sen. McDaniel's. Earlier this week Senate leadership contacted the BRADD office to inform the ADD's would be funded in the FY 19 and FY 20 budget. The level of funding is still pending at this report. Mr. Sexton thanked the members for expressing JFA budget reduction concerns to the General Assembly. Mr. Sexton further informed the budget is being reviewed concerning the unknown variables of the impending pension increases and other state reductions. Mr. Sexton revealed the agency could not continue to sustain cuts long term.

- **Aging RFPs**

Chairman Doty called on Ms. Michelle Hines. Ms. Hines reported the board packet contains the submitted proposals from Community Action and Canteen Foods. Ms. Hines was notified by letter, email and phone call that Community Action is withdrawing their proposal. Ms. Hines has contacted DAIL to clarify the required steps to proceed. She was informed she may accept the current proposal or rebid. Ms. Hines is asking the Executive Councils guidance on how to proceed. The Council asked if Canteen meets the requirements. Ms. Hines informed Canteen does meet the requirements however they were not the first pick due to scoring slightly lower on their submission as well as being more costly than Community Action. The Executive Council consented to continuing with Canteen's approval due to meeting the requirements. Mr. Gary Dillard, a member on the evaluation committee, commended the aging department on their exceptional job throughout the bid process.

Motion: Mayor Mark Stratton made a motion to approve the Aging RFP for Canteen Foods. The motion was seconded by Judge/Executive Greg Wilson. Motion carried. (See attached)

6. Personnel

- **Aging Staff Updates**

Chairman Doty called on Ms. Michelle Hines. Ms. Hines reported for informational purposes that BRADD Aging Department has hired a case manager replacement, Chelsey Guffy, for Cody Moats former position. Additionally hired was a CDO Program Coordinator to replace Mike Brown. This position was filled internally with Ashley Pennington and her position was replaced with new external hire Marie Green.

- **Closed Session**

Chairman Doty asked for a motion to go into closed session to discuss personnel issues.

Motion: Judge/Executive Greg Wilson made a motion to enter closed session for personnel discussion per KRS 61.810 (f) the motion was seconded by Mr. Gary Dillard. Motion carried.

Chairman Doty asked for a motion to go back into open session.

A motion was made by Mr. Gary Dillard to go back into open session. The motion was seconded by Mr. Elroy Larimore. Motion carried.

7. **Other**

- **Board Member Conflict of Interest**

Chairman Doty called on Mr. Caleb Speck. Mr. Speck informed the Executive Council that he received two conflict of interest statements on the newest Aging Department staff members. Chelsey Guffy and Marie Green have no conflicts disclosed and Mr. Speck asks for approval of those statements.

Motion: Mr. Elroy Larimore made a motion to approve the two aging staff conflict of interest statements. The motion was seconded by Judge/Executive Greg Wilson. Motion carried.

- **Title VI Updates**

Chairman Doty called on Mr. Eric Sexton. Mr. Sexton. Informed that the BRADD Title VI plan has recently been updated as a requirement with the federal contracts the BRADD administers. Upon approval, the plan will be uploaded to the BRADD website. Due to the length, one copy was provided for the Council to review.

Motion: Judge/Executive Johnny Hobdy made a motion to approve the updated Title VI plan. The motion was seconded by Judge/Executive Greg Wilson. Motion carried.

- **Mission Vision Update**

Chairman Doty called on Mr. Eric Sexton. Mr. Sexton informed the BRADD mission statement has been revised. He asks the Council to report any feedback upon their review. If no feedback is received, it will be adopted at the April Board meeting.

- **Other Updates**

In closing, members of the Executive Council made comments to the Executive Director. Mayor Mark Stratton expressed appreciation to Mr. Sexton for the good job he is doing with decision making throughout the transition of BRADD leadership. Judge/Executive Johnny Hobdy commented that he was glad to see BRADD's presence in his county again.

8. Adjourn

Motion: Judge/Executive Greg Wilson made a motion to adjourn, and the motion was seconded by Mr. Elroy Larimore. Motion carried.



Signed