

Minutes
BRADD Executive Council
Wednesday, July 25, 2018
BRADD Office Center

Regular Members in Attendance: Judge/Executive Wil Cannon, Mr. Gary Dillard, Mayor Dick Doty, Judge/Executive David Fields, Mayor Dewayne Hatcher, Judge/Executive Johnny Hobdy, Mr. Elroy Larimore, Mr. Steve Thurmond, Judge/Executive Tommy Willett, Judge/Executive Greg Wilson (See attached sign-in sheet)

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

1. Call to Order

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

2. Approve Minutes

Chairman Doty presented the June 20, 2018 minutes for approval. The minutes were previously emailed to the members.

Motion: Judge/Executive Greg Wilson made a motion to approve the June 20, 2018 minutes, and the motion was seconded by Mr. Gary Dillard. The motion carried. (See attached)

3. Review and Approval of Clearinghouse Projects

Chairman Doty called on Ms. Katie Ford to present the clearinghouse projects. Ms. Ford reported that there are two regional projects for review as submitted by the BRADD staff. The first project is with Hart County Fiscal Court for the purpose of road improvements. The second project is with Barren County Fiscal Court for a building grant to construct the new interchange on the Louie Nunn Cumberland Parkway. Ms. Ford informed both projects were reviewed by BRADD staff for duplications, of which there were none.

Motion: Judge/Executive Johnny Hobdy made a motion to approve the two regional clearinghouse projects as presented; the motion was seconded by Mr. Steve Thurmond. Motion carried. (See attached)

4. Financials

- **Review of Executive Directors Time Sheet and Travel**

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

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

- **Audit**

Chairman Doty called on Ms. Amy Carroll. Ms. Carroll informed the Council that an audit engagement letter has been received from Mr. Lanny White of Carr, Riggs & Ingram. Ms. Carroll announced the audit dates have been set for the period August 27 through September 7, 2018. Additionally, Ms. Carroll informed the state auditor has declined performing audits on all Area Development Districts for this fiscal year.

5. Agreements/Contracts

- **JFA**

Chairman Doty called on Mr. Eric Sexton. Mr. Sexton updated the Council on the suit filed on June 28th, 2018 with Franklin Circuit Court on the FY 18 JFA funding issue. Mr. Sexton informed the Department for Local Government (DLG) has twenty days to respond to the filed suit. Mr. Sexton further informed that FY 19 JFA contract has not been received, however last year they were not received until August. The ADDs have collectively sent a request to DLG for a notice on how to proceed for FY 19 and have not received a response. A brief discussion ensued.

- **KIA**

Mr. Sexton gave a brief updated that Donna McNeil with DLG met with the ADDs earlier in the month and stated the KIA contacts would at least be the same amount as last year's contract. Ms. McNeil informed the contract is almost through legal review and can be expected soon.

- **Aging**

Chairman Doty called on Ms. Michelle Hines, Associate Director of Aging, for contractual updates. Ms. Hines informed the BRADD/AAAIL contracts have been received with state and federal allocations from the Department of Aging and Independent Living (DAIL). BRADD Finance Department is preparing the Aging Services budget to be submitted to DAIL by August 1, 2018. BRADD was notified of budget cuts from state dollars in the amount of \$150,000. Ms. Hines explained BRADD submitted a plan on how the cuts would be absorbed. Ms. Hines has a conference call with DAIL on Friday to discuss the plan. Currently, the plan is to refrain from opening new clients, in efforts to maintain current clients. Mr. Thurmond asked, based on estimation, how many clients are on the waiting list. Ms. Hines informed about 500 individuals. Ms. Hines described it is hopeful the cuts will be absorbed by attrition. Discussion ensued about the system of state funded programs and the future of such programs.

6. Personnel

Chairman Doty called on Mr. Eric Sexton. Mr. Sexton informed the Council BRADD currently has two vacant positions; those include the Associate Director for Economic Development and Infrastructure Management Planner. The Associate Director position has been temporarily filled by Executive Director since the retirement of Gene Becker. Staff member Will Christopher recently resigned from the Planner position. Resumes are being

received and the interview process will take place within the next week. Mr. Sexton asked if any Council member would like to participate in the interview process they are welcome to do so.

7. Other

- **Whistleblower Policy**

Chairman Doty called on Mr. Eric Sexton. Mr. Sexton informed in order to be compliant with House Bill 189, now KRS 147A.116, BRADD has drafted a Whistleblower policy. The current BRADD personnel policies have whistleblower protections in place; however they never specifically stated the word whistleblower. Mr. Sexton asked the council to consider recommending approving of the policy.

Motion: Judge/Executive Greg Wilson made a motion to recommend the Whistleblower policy for Board approval. The motion was seconded by Judge/Executive Wil Cannon. Motion carried. (See attached)

- **Revolving Loan Fund Resolution**

Chairman Doty called on Mr. Eric Sexton. Mr. Sexton informed to be compliant with the RLF program requirements every six months an RLF certification resolution will need to be completed. Mr. Sexton asked the Council to recommend the BRADDs certification for the period ending June 30th, 2018.

Motion: Mr. Steve Thurmond made a motion to recommend the Revolving Loan Fund Resolution for Board approval. The motion was seconded by Mayor Hatcher. Motion carried. (See attached)

- **Other Updates**

Chairman Doty called on Mr. Eric Sexton, Executive Director. Mr. Sexton informed the BRADD's Pension Trust committee requests the Executive Council to approve the appointment of two additional trustees due to the recent organizational restructure. The recommended members are Hong Nguyen and Alecia Johnson.

Motion: Judge/Executive Johnny Hobby made a motion to approve Hong Nguyen and Alecia Johnson as members of the BRADD Pension Trust Committee. The motion was seconded by Judge/Executive David Fields. Motion carried. (See attached)

Mr. Sexton continued to provide various updates to the Executive Council Members. Mr. Sexton informed FY 19 Annual Dues continue to be received with only five remaining unpaid. The payment due date is July 31st. Two citizen member re-appointments have been renewed, Barren County Mr. Charlie Hogan, and Hart County, Mr. Elroy Larimore. Allen County citizen member is due for re-appointment beginning in August. Mr. Sexton reminded the BRADD is currently accepting nominations for the Tim Lee Carter Distinguished Service Award and the William H. Natcher Award. Information can be found on the BRADD website, nominations are due August 27, 2018. Mr. Sexton informed the next Executive Council meeting will take place on Wednesday August 22, 2018. Lastly Mr. Sexton reminded that the Executive Director evaluations are being received and a cumulative report will be sent out to all members.

10. Adjourn

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

A handwritten signature in black ink, appearing to be "R. Cannon", written above a horizontal line.

Signed