

Minutes
BRADD Executive Council
Wednesday, March 24, 2021
In-Person/Virtual Zoom Meeting

Regular Members in Attendance: Judge/Executive Wil Cannon, Mr. Gary Dillard, Judge/Executive Dennis Harper, Mayor Dwayne Hatcher, Mayor Billy Phelps, Mayor Mark Stratton, Mr. Steve Thurmond, Mayor Scotty Turner (See attached sign-in sheet).

Staff in Attendance: Mr. Eric Sexton, Ms. Emily Hathcock, Ms. Amy Carroll, Ms. Michelle Hines, Ms. Alecia Johnson, Mr. Erick Roy and Mr. Caleb Speck.

1. Call to Order

The Executive Council meeting was called to order by Chairman Steve Thurmond. It was determined a quorum was present. The meeting was conducted both virtually and in-person.

2. Approve Minutes

Chair Thurmond presented the March 3, 2021 special called meeting minutes for approval. The minutes were previously emailed to the members.

Motion: Mayor Billy Phelps made a motion to approve the March 3, 2021 minutes. The motion was seconded by Mayor Dwayne Hatcher. The motion carried. (See attached)

3. Review and Approval of Clearinghouse Project

Chairman Thurmond called on Ms. Emily Hathcock to present a clearinghouse project. Ms. Hathcock informed the Council the BRADD staff reviewed one regional clearinghouse project. Ms. Hathcock provided a description of the project in the Council's packet. Applicant Glasgow-Barren County Airport is looking to acquire a plot of land adjacent to the current runway to meet requirements for open and clear space around the Automated Weather Observing Systems. The project amount is \$450,000. The project was reviewed by BRADD staff for conflicts or duplications, of which there were none.

Motion: Judge/Executive Wil Cannon made a motion to approve the regional clearinghouse project as presented; the motion was seconded by Judge/Executive Dennis Harper. Motion carried. (See attached)

4. Financials

- **Review of Executive Director's Timesheets and Travel for January and February 2021**

Chairman Thurmond informed the council the timesheet and one travel form for Executive Director, Mr. Eric Sexton had been previously emailed for review. Chairman Thurmond asked for any questions concerning the documents.

Motion: A motion was made by Mayor Scotty Turner to approve Executive Director Mr. Eric Sexton's January and February timesheets and travel form as prested. The motion was seconded by Mr. Gary Dillard. Motion carreid.

5. Agreements and Contracts

- **RLF Loan Update**

Chariman Thurmond called on Ms. Emily Hathcock. Ms. Hathcock informed the council their packet contained a report of the current RLF COVID business relief working capital loans. There are currently 17 active loans representing \$312,500 of investment with the retention of 315 jobs. Ms. Hathcock informed a \$10,000 balance remains. The program will be featured on a promotion segment on WNKY at 5 and 6 pm. Ms. Hathcock expects the remaining balance to be loaned soon. Lastly, Ms. Hathcock informed additional information will be provided next month regarding the defederalization options from EDA regarding RLF which would enable more program flexibility.

- **ARC**

Chairman Thumond called on Ms. Emily Hathcock who informed the council, BRADD received a fully executed Appalachian on Regional Commission (ARC) Grant Agreement for 2021 in the amount of \$81,264.00. Of the amount, \$40,632 is grant funding with \$40,632 required match. This is about \$3,900 less than last years amount. Ms. Hathcock reminded the Council ARC contracts follow the calendar year.

- **FY 22 Aging Area Plan**

Chairman Thrmond called on Ms. Alecia Johnson, who reported a summary of the Fiscal Year 2022 Area Plan is provided in the Councils packet. Ms. Johnson informed the plan guides the programs operations including meals provided through the use of Senior Centers. In particular, the FY 22 plan includes a special emphasis for how servies will continue to be provided during the COVID pandemic, as well as a proposal to increase meals for the Auburn Nutrition Site from three to four days. The annual update is due to the Department for Aging and Independent Living (DAIL) by March 31, 2021. Ms. Johnson informed the full plan is available upon request. Once the plan is approved by DAIL, it will be made available on the BRADD website.

Motion: Mayor Mark Stratton made a motion to approve the FY 2022 Aging Area Plan as prestend. The motion was seconded by Judge/Executive Dennis Harper. Motion carried. (See attached)

- **Cares II Funds and Carryover**

Chairman Thumond called on Ms. Alecia Johson who reported for informaiton purposes, BRADD recevied CARES II funds in the amount of \$164,517 from the Coronavirus Response and Relief Supplemnetal Appropriations Act (CRRSAA) to provde additional meals through September 30, 2022. Additionally, Ms. Johnson informed BRADD has carryover funds from FY 2020 totaling \$162,354.69. These funds were unspent primarily due to the pandemics

affect on services. Ms. Johnson informed additional funds for meals were received last year with instructions for those funds to be used first. Ms. Johnson informed a breakdown of the carryover funds is available by request.

- **PCHP Renewal and New Commercial**

Chairman Thurmond called on Ms. Michelle Hines. Ms. Hines informed BRADD entered into two agreements with Preferred Community Health Partners (PCHP), LLC which is a partnership to provide services on behalf of Anthem Insurance Companies. KY Anthem Commercial Care Transitions and Anthem Medicare Transitions allow BRADD staff to conduct assessments through outreach calls for Anthem members. The purpose is to focus on improving social determinants of Health (SDH), finding community resources, reducing emergency room and inpatient stays and overall reduction in cost of care.

6. Personnel

- **Aging**

Chairman Thurmond called on Mr. Eric Sexton. Mr. Sexton provided staffing updates for the Aging department. Due to the PDS waiver program growth and the resignation of Chelsey Guffy, Service Advisor/Case Manager positions were advertised. After interviewing three offers were made to Hollie Smith, Fayth Rose, and Kimberly Proctor. Mr. Sexton further informed Jill Hall has transitioned from a part time temporary position into a regular full time Aging Assistant. Additionally, Mr. Sexton informed due to one of the PDS Waiver new hires being hired at a higher salary due to having a masters degree, an equity adjustment is needed to align current staff Ted Barrett who also holds a masters degree.

- **Finance**

Chairman Thurmond called on Mr. Sexton who informed intern Collin Watkins is continuing in his part time GIS internship and adding part time finance assistant duties creating a full time position. Finance staff Holley Scott applied for an internal job posting for Fiscal Manager Trainee and began that role effective February 16, 2021. Additionally, Mr. Sexton informed BRADD is working with AmeriCorps in an internship opportunity for Ms. Aayleigh Van for the Community and Economic Development Department.

- **Other**

Chairman Thurmond called on Mr. Caleb Speck. Mr. Sepck informed he received four staff conflict of interest statements on recent new hires. Ms. Melissa Brown, Part Time Aging Assistant, Ms. Aayleigh Van, intern, Ms. Fayth Rose, PDS Case Manager, all of which disclosed no conflicts. Ms. Hollie Smith, PDS Case Manager disclosed volunteerism with the Alzheimers Association.

Motion: Judge/Executive Dennis Harper made a motion to approve all four staff conflict of interest statements as presented. The motion was seconded by Mayor Dwayne Hatcher. Motion carried.

7. Other

- **Bylaws Amendment**

Chairman Thurmond called on Mr. Eric Sexton, Executive Director. Mr. Sexton informed as previously discussed at the last meeting an amendment to the BRADD Bylaws Article V related to membership is requested to provide the creation of Board Member Emeritus designation. Mr. Sexton provided the language addition for consideration in the member's packet. Members voiced agreement with the creation of this special honor for those who meet this achievement. This will create a new section, Section 13, under Article V of the BRADD bylaws.

Motion: Mayor Mark Stratton made a motion to accept the bylaws amendment for Article V Section 13 for a Director Emeritus as presented. The motion was seconded by Mayor Scotty Turner. Motion carried. (See attached)

- **Other Updates**

Chairman Thurmond called on Ms. Emily Hathcock. Ms. Hathcock informed the Council's packet contains a resolution to authorize BRADD to apply for the Kentucky Office of Homeland Security (KOHS) funding. Ms. Hathcock informed, WKU, along with several counties, have requested an active shooter training program for emergency responders with an active shooter simulation training on-site. WKU is not an eligible applicant for KOHS funding and seeing the opportunity for a comprehensive regional project that includes both a training and simulation component, the resolution would authorize BRADD to apply for this funding, with the potential for implementation in spring/summer 2022.

Chairman Thurmond called on Mr. Eric Sexton for final announcements and updates. Mr. Sexton informed the April Board Meeting will consist of the annual Legislative Luncheon on April 28, 2021 at the BRADD Office. A continued hybrid attendance method will be offered. Mr. Sexton informed BRADD is working with the City of Bowling Green to plan a meeting to discuss participation.

8. Adjourn

Motion: With no further business to consider, Mayor Mark Stratton made a motion to adjourn, and the motion was seconded by Judge/Executive Wil Cannon. Motion carried.



Signed, BRADD Chair