

Minutes
BRADD Executive Council
Thursday, June 27, 2024
BRADD Office Center

Regular Members in Attendance: Judge/Executive Joe Choate, Mr. Gary Dillard, Judge/Executive Dennis Harper, Mayor Dwayne Hatcher, Mayor Mike Hughes, Mayor Billy Phelps, Mr. Michael Stoyonovich. (See attached sign-in sheet).

Staff in Attendance: Mr. Eric Sexton, Ms. Emily Hathcock, Ms. Alecia Johnson and Mr. Caleb Speck.

1. Call to Order

The Executive Council meeting was called to order by BRADD Chairman Gary Dillard. It was determined a quorum was present. Chairman Dillard began by recognizing Mr. Michael Stoyonovich for his recent feature in Good News Magazine due to his advocacy and actions in service of Kentucky's veterans.

2. Approve Minutes

Chairman Dillard reported the minutes from the May 24, 2024 Executive Council meeting were previously emailed to the members for prior review.

Motion: Mayor Michael Hughes made a motion to approve the May 24, 2024 Executive Council minutes. The motion was seconded by Mayor Billy Phelps. Motion carried.

3. Review and Approval of Clearinghouse Projects

Chairman Dillard called on Ms. Emily Hathcock who presented thirteen regional clearinghouse projects. Ms. Hathcock informed the Council's packet contains a description of all projects, and that four additional projects had been added since the original email was sent. The first project is with the Green River Regional Educational Cooperative to create Migrant Head Start and Childcare Hub to expand high-quality Early Head Start and Head Start programming service. Other projects included Freight Rail Improvements, road improvements for the City of Bowling Green, extension of the Creekwood Greenway for the City of Bowling Green, a backup generator for the City of Bonnieville, a school violence prevention program for Monroe County, affordable housing in the City of Bowling Green, sidewalk rehabilitation for Barren County, piping repairs and a generator for Bowling Green Municipal Utilities, creation of a new greenway for Warren County Fiscal Court, and sidewalk improvements for the City of Adairville. Ms. Hathcock informed all projects were reviewed by BRADD staff for conflicts or duplications, of which there were none.

Motion: Mayor Billy Phelps made a motion to approve the thirteen regional clearinghouse projects as presented; the motion was seconded by Mr. Michael Stoyonovich. Motion carried. (See attached)

4. Financials

• **Review of Executive Director's Timesheets and Travel for May 2023**

Chairman Dillard informed the Council the timesheets and travel forms for Executive Director, Mr. Eric Sexton, had been previously emailed for prior review. Chairman Dillard asked for any questions concerning the documents.

Motion: A motion was made by Judge/Executive Dennis Harper to approve the Executive Director May timesheets and travel forms as presented. The motion was seconded by Mayor Dwayne Hatcher. Motion carried.

5. Agreements and Contracts

• FY 25 Aging Contracts

Chairman Dillard called on Ms. Alecia Johnson who reported the Department for Aging and Independent Living (DAIL) has sent the remaining FY 2025 contracts out to the ADDs. Since the last report, BRADD has received contracts for the Homecare Program and State Long-Term Care Ombudsman Program, which now concludes all contracts for FY 25. Allocations for FY 2025 have not been received.

• FY 25 JFA Contracts

Chairman Dillard called on Ms. Emily Hathcock, who reported that BRADD had received the JFA contract for fiscal year 2025, receiving \$390,000 in funding from the agreement.

• FY25 KYTC Contracts

Chairman Dillard called on Ms. Emily Hathcock, who informed that BRADD had received two contracts from the Kentucky Transportation Cabinet, and that BRADD will be requesting extra funding for training programs.

• RLF Loan

Chairman Dillard called on Ms. Emily Hathcock, who reported of a new applicant for Revolving Loan Fund (RLF) funding. Wigwam Village, a historic motel in Cave City, is applying for a loan of \$99,000 at 4.5% APY. The applicant had UCC filing and a mortgage on the property.

Motion: Judge/Executive Joe Choate made a motion to approve the RLF application for Wigwam Village No. 2 as presented. The motion was seconded by Judge/Executive Dennis Harper. Motion carried. (See attached)

6. Personnel

• CED

Chairman Dillard called on Mr. Eric Sexton, Executive Director, for all departmental personnel updates. Mr. Sexton reported that Austin Sims, Regional Transportation Planner and Morgan Hersey, Community Development Specialist have resigned from their positions. BRADD will be looking to hire new employees to fill the two positions. Mr. Sexton also informed the Council of the internal promotion of Kim Morrow to Assistant Director of CED. Mr.

Sexton requested an additional salary increase for Dajana Crockett. Ms. Crockett has completed certifications in emergency management. Ms. Crockett has fostered growth of the program and increased funding sources. Members discussed her work and agreed a raise was merited based on described accomplishments. Mr. Sexton requested to increase her salary by \$2,600.

Motion: Judge/Executive Joe Choate made a motion to approve the \$2,600 raise in salary for Dajana Crockett as presented. The motion was seconded by Dwayne Hatcher. Motion carried.

• **Aging**

Mr. Sexton reported Waiver Case Manager Kevin Nguyen will be resigning in July. BRADD is ready to post the position and begin the hiring process. Mr. Sexton announced the internal promotion of Hollie Smith to Assistant Director of Aging. BRADD has posted an internal job opening for the new position of Director of Office of Drug Control Policy. This new position was budgeted for FY 25 and will be housed within BRADD. There are currently two internal candidates for this position.

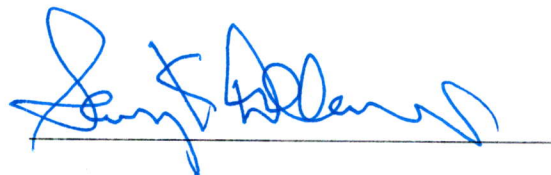
7. **Other**

• **Other Updates**

Chairman Dillard called on Mr. Eric Sexton who provided additional announcements and updates. Mr. Sexton updated the Council of BRADD's intent to trade in its oldest fleet vehicle for a new CR-V. This would occur when the new fiscal year and budget come into effect. After the trade-in, the new vehicle will cost \$23,856, while the retail price was \$34,500. The FY 25 budget already included the vehicle trade and purchase. Members voiced agreement and understanding. Mr. Sexton reminded the council BRADD will not be holding a Board of Directors meeting for the month of July. The next scheduled Board Meeting on August 28th, 2024.

8. **Adjourn**

Motion: With no further business to consider, Mayor Michael Hughes made a motion to adjourn, and the motion was seconded by Mr. Michael Stoyonovich. Motion carried.



Signed, BRADD Chair