

Minutes
BRADD Executive Council
Wednesday, June 25, 2025
BRADD Office Center

Regular Members in Attendance: Mayor Michael Bowe, Judge/Executive Joe Choate, Mayor Dwayne Hatcher, Mayor Billy Phelps, Mr. Michael Stoyonovich, Mr. Steve Thurmond. (See attached sign-in sheet).

Virtual Attendance: Ms. Dawn Devore

Staff in Attendance: Mr. Eric Sexton, Ms. Emily Hathcock, Mrs. Amy Carroll, Ms. Alecia Johnson, Ms. Brooke Edwards, and Mr. Caleb Speck.

1. Call to Order

The Executive Council meeting was called to order by Chairman Joe Choate. It was determined a quorum was present.

2. Approve Minutes

Chairman Choate reported the minutes from the May 28, 2025 Executive Council meeting were previously emailed to the members for prior review.

Motion: Mayor Billy Phelps made a motion to approve the May 28, 2025 Executive Council minutes. The motion was seconded by Mayor Dwayne Hatcher. Motion carried.

3. Review and Approval of Clearinghouse Projects

Chairman Choate called on Ms. Emily Hathcock who presented four regional clearinghouse projects. The members packet contains a summary description of each project. Projects included, KYTC's installation of gates on the Monroe County Ferry. The City of Glasgow updates at Weldon Park. Warren County regional airports taxiway reconstruction and rehabilitation project. The Wabuck Development company's new construction of a housing complex in Scottsville. 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 four regional clearinghouse projects as presented; the motion was seconded by Mr. Michael Stoyonovich. Motion carried. (See attached)

4. Agreements and Contracts

● **KYTC**

Chairman Choate called on Ms. Emily Hathcock who reported receiving the fully executed Kentucky Department of Transportation's Transit Contract for section 5304. The contract is the same amount as last year, \$20 thousand.

- **ARC Resolution**

Chairman Choate called on Ms. Hathcock who reported, the Application Regional Commission (ARC) resolution is needed for the development of a preparedness plan for each of the four BRADD ARC counties. Ms. Hathcock explained this is an amended resolution to the originally submitted which now includes the BRADD match percent requirement.

Motion: Mr. Steve Thurmond made a motion to approve the ARC Resolution as presented. The motion was seconded by Mayor Michael Bowe. Motion carried. (See attached)

- **Senior Center Leases**

Chairman Choate called on Mr. Eric Sexton who reported all senior center site leases have now been received and are fully executed for FY 26 operations.

- **Senior Center Fleet**

Chairman Choate called on Mr. Eric Sexton who reported the members packet contains a copy of the letter which was submitted to KYTC's 5300 grant program for vehicles. Specifically, it is a request for transfer of title and operations of section 5310-funded vehicles. BRADD inherited six vehicles from Community Action which were purchased with funds under KYTC 5310 grant. Mr. Sexton included a description of all six vehicles in the letter. Additionally, Mr. Sexton informed a resolution is needed to enact the transfer. Mr. Sexton has collected the titles on each of the vehicles and seeks approval for the KYTC resolution to proceed with the transfer process.

Motion: Mayor Billy Phelps made a motion to approve the KYTC Resolution for a request of title transfer for section 5310 vehicles. The motion was seconded by Mr. Michael Stoyonovich. Motion carried. (See attached)

Further, Mr. Sexton reported BRADD has a mechanic coming to inspect the vehicles as many are aged and not currently running properly. Mr. Sexton reported that some of the vehicles may be surplus. All centers are currently covered with vehicles at this time.

5. **Personnel**

- **Aging**

Mr. Sexton provided updates on senior center staff. Specifically, the Warren County senior center manager has been hired, Tamatha Isom, in a full-time role. Also, the Glasgow manager, Paula Bragg will have a potentially delayed start date due to unexpected health reasons.

6. **Financials**

- **Review of Executive Director's Timesheets and Travel for May.**

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

Motion: A motion was made by Mr. Steve Thurmond to approve the Executive Director May timesheets and travel forms as presented. The motion was seconded by Mayor Dwayne Hatcher. Motion carried.

- **FY 26 Salary Schedule**

Chairman Choate called on Mr. Eric Sexton who asked all staff present to exit this portion of the meeting. Mr. Sexton informed he has worked with Finance Department on the FY 26 salary schedule to ensure it is in line with budget availability. Mr. Sexton presented the method of this year's calculations based on a base cost of living and performance. After discussion, the members present expressed their desire to increase management staff by one percent of the presented schedule and all other staff by one-half percent of the presented schedule. The members also expressed interest in a mid-fiscal year report on these adjustments to ensure BRADDs mission for pay equity and sustaining organizational culture are met. The presentation also included the title changes of Caleb Speck to Director of Administration/HR, Erick Roy to Director of IT and all other Associate Directors to remove Associate from the titles for better alignment and general understanding. Mr. Sexton will report back to the group at the December or January meetings on the progress of the FY 26 Salary Schedule.

Motion: Mayor Billy Phelps made a motion to approve the FY 2026 salary Schedule as presented. The motion was seconded by Mr. Steve Thurmond. Motion carried. (See attached)

Additionally, Chairman Choate asked Mr. Speck to return to the meeting and Mr. Sexton to exit the meeting. Mr. Speck provided the members with a summary of the Executive Council's evaluation of Executive Director, Mr. Sexton. Chairman Choate provided a summary of the glowing remarks received. Chairman Choate voiced the need to show appreciation to Mr. Sexton for the continued job well done. Members voiced agreement. Mayor Hatcher informed at minimum, Mr. Sexton should receive the same percent increase the staff received, and he further proposed Mr. Sexton receive the highest percent of the range awarded, at six percent. Chairman Choate and others agreed Mr. Sexton should receive a six percent increase. Members discussed Mr. Sexton's performance being the highest among ADD Directors statewide as Mr. Sexton continues to be looked upon by his colleagues. Mr. Sexton's salary falls below the highest of all ADD directors. Six percent would allow him to be in the upper percentage statewide. Members voiced agreement.

Motion: Mayor Dwayne Hatcher made a motion to approve a six percent increase for Executive Director, Mr. Eric Sexton's FY 26 salary. The motion was seconded by Mayor Billy Phelps. Motion carried.

- **FY 26 Budget**

Chairman Choate called on Mrs. Hong Nguyen, who reported the members packet contains a copy of the FY 26 proposed budget. Ms. Nguyen provided a summary of all revenue sources for FY 26 and noted any significant changes of the funding sources from the previous year. Similarly, Ms. Nugyen provided an anticipated expenditures report as allocated with each grant source. For FY 26, BRADD expects \$52 million in total revenue and \$50 million in total expenditures. Ms. Nguyen provided graph representations of the budget and made available on the meeting room share screen. The graphs depicted the percentage of funds designation with 87 percent of the total budget as pass through funds for direct program operations. Ms. Nguyen noted the three levels of funding with \$4 million in federal funds, \$46 million in state funds, and \$1.5 million in local (other) funds.

The BRADD budget has increased by \$20 million for FY 26 due to the pass through funds designated for the Mental Health Crisis facility, Anchor Project.

Motion: Mayor Billy Phelps made a motion to approve the FY 26 budget as presented. The motion was seconded by Mr. Steve Thurmond. Motion carried. (See attached)

7. Other

- **Conflict of Interest**

Chairman Chote called on Mr. Caleb Speck who presented three new hire's conflict of interest statements, all of which have been reviewed, with no disclosures. Ms. Wanda Mallard, Ms. Tamatha Isom, and Mr. Long Nguyen.

Motion: A motion was made by Mayor Dwayne Hatcher to approve the three staff conflict of interest statements as presented. The motion was seconded by Mr. Michael Stoyonovich. Motion carried.

- **Other Updates**

Chairman Choate called on Mr. Eric Sexton who reported there was not a regularly scheduled Board Meeting in July however, there would be a need for a special called Executive meeting which would be held via zoom on July 23, 2025.

8. Adjourn

Motion: With no further business to consider, Mayor Billy Phelps made a motion to adjourn, and the motion was seconded by Mr. Steve Thurmond. Motion carried.



Signed, BRADD Chair