

Minutes
BRADD Executive Council
Wednesday, March 26, 2025
BRADD Office Center

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

Staff in Attendance: Mr. Eric Sexton, Ms. Emily Hathcock, Mrs. Amy Carroll, Ms. Alecia Johnson, Ms. Brooke Edwards, Mr. Erick Roy 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 March 6, 2025 special called Executive Council meeting were previously emailed to the members for prior review.

Motion: Mayor Dwayne Hatcher made a motion to approve the March 6, 2025 special called Executive Council minutes. The motion was seconded by Mayor Billy Phelps. Motion carried.

3. Review and Approval of Clearinghouse Projects

Chairman Choate called on Ms. Emily Hathcock who presented seven regional clearinghouse projects. Ms. Hathcock informed the Council's packet contains a description of all projects. The selection included, Green River Lock and Dam boat ramp reconstruction, Simpson Co. Schools saferoom, Caveland Environmental Authority wastewater systems improvements, City of Glasgow Police Department generator and the City of Cave City generators for Caverna elementary and high schools. 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 seven regional clearinghouse projects as presented; the motion was seconded by Mr. Michael Stoyonovich. Motion carried. (See attached)

4. Agreements and Contracts

● **Anchor Project RFP Construction Management**

Chairman Choate called on Mr. Eric Sexton who provided a one-page summary of the RFP interview results. Four firms originally submitted proposals for the Anchor Project's construction management services. At the last, special called Executive Council meeting, a motion was made to proceed with interviewing Kelley Construction

and Scott Murphy & Daniel. Mr. Sexton reported the interviews were completed on March 17, 2025. Participating in the interviews was Stengel Hill design firm, LifeSkills and BRADD staff. The interview summary included the category of questions asked, with the associated rank based on response. Kelley Construction was the high scorer by a substantial margin. Mr. Sexton explained the scoring differences included Kelley's experience with behavioral health projects and a clear approach to early spending with additional ideas to help with the early spend down. After the thorough interview process, all members of the interview committee unanimously agreed to recommend Kelley Construction. Judge/Executive Dennis Harper reported in his work with Scott Murphy & Daniel they always did an excellent job with projects and are known to give back to the region with their donations. Further, Judge/Executive Doug Gorman commented Scott Murphy & Daniel had been timely in spending down for a county project and had great experience with the firm in past dealings. Judge Gorman stated the scoring process with rubric guidelines was necessary for the process. Mr. Thurmond noted the design firm helped construct the interview format. Members discussed the good regional work of Scott Murphy & Daniel but recognized the integrity of the RFP and interview processes.

Motion: Mayor Billy Phelps made a motion to accept Kelley Construction be awarded the Anchor Project Construction Management Firm. The motion was seconded by Mrs. Dawn Devore. Motion carried. (See attached)

- **Transit Resolution**

Chairman Choate called on Ms. Emily Hathcock who reported the members packet contains a copy of the resolution for transit grant section 5304. Ms. Hathcock informed it is a standard grant and the resolution is needed in order to complete the application process. Approval would authorize BRADD to file an application with the Department of Transportation. The effort of the grant is to enhance transit services in the region.

Motion: Mr. Steve Thurmond made a motion to approve the transit resolution as presented. The motion was seconded by Mayor Dwayne Hatcher. Motion carried. (See attached)

- **EPA Planning Grant**

Chairman Choate called on Ms. Hathcock who reported the members packet contains a copy of the EPA planning grant resolution. The resolution would authorize BRADD to complete application and execute documents with the U.S. EPA. Ms. Hathcock explained the resolution allows for environmental justice work to promote thriving communities with grantmaking programs.

Motion: Mrs. Dawn Devore made a motion to approve the EPA Planning Grant Resolution as presented. The motion was seconded by Mr. Michael Stoyonovich. Motion carried. (See attached)

- **In-Home Services RFQ**

Chairman Choate called on Ms. Alecia Johnson who reported the aging programs in-home services were re-bid. The Aging Services Review Committee met on Wednesday March 12th, 2025, to review and make recommendations regarding applications received. Ms. Johnson informed, two applications were received. One by the current provider, Comfort Keepers for full regional coverage. The second bid was received from Caring With a Smile for coverage of Logan, Simpson, and Warren Counties. Both providers agreed to a fixed unit

rate cost of \$40.50 per hour, and \$100 per trip of assisted transportation. After review, the Committee recommended both bids be accepted. Ms. Johnson informed, if both applications are approved, the providers would share the counties of Logan, Simpson, and Warren. Clients in those counties will have the ability to choose between the two providers.

Motion: Judge/Executive Dennis Harper made a motion to approve both In-home Service providers, Comfort Keepers and Caring With a Smile, as presented. The motion was seconded by Mrs. Dawn Devore. Motion carried. (See attached)

5. Personnel

- Aging

Mr. Sexton reported BRADD ADRC Assistant Ms. Annette Hill will be retiring effective April 30, 2025. Mr. Alex Witty has been hired as her replacement. Ms. Hannah Addington has been hired as the new Senior Center Coordinator, transitioning from Waiver Ms. Emma Steen has accepted the role of Trager Case Manager which is a grant under the University of Louisville. A portion of Emma's time will involve Trager, and she will continue working the remaining portion in the Waiver program. BRADD is seeking to hire an additional Waiver Case Manager position.

6. Financials

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

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 December timesheets and travel forms as presented. The motion was seconded by Mayor Billy Phelps. Motion carried.

7. Other

- Senior Center Updates

Chairman Choate called on Ms. Alecia Johnson who reported BRADD is currently in transition planning for all the Community Action Senior Centers to be operated in-house, directly by BRADD. Since the last meeting, a Senior Center Coordinator was hired to assist with the transition. BRADD released memos recently notifying all current CASKY staff that interviews would be scheduled, and positions would be available to ensure adequate staffing at all senior center locations. BRADD staff are meeting internally on a regular basis, and communicating with CASKY administrative staff as needed to ensure a smooth transition. Once the initial transition is completed, BRADD

looks forward to engaging in future community discussions on how we can improve, grow, and make the senior center programs more efficient.

- **Waiver Services**

Chairman Choate called on Mr. Eric Sexton who presented an updated BRADD organizational chart. Mr. Sexton informed BRADD is looking at adding 15 to 20 staff from the regional senior center locations. Mr. Sexton would like to propose an interim change to separate Waiver and Aging Service programs within the aging department through the current fiscal year. Doing so would allow a more manageable program director to staff ratio.. Mr. Sexton noted many of the senior center positions will be part-time. Mr. Sexton referenced the need for the two departments to remain in close collaboration and provided the analogy of the state level DAIL and DMS, while two separate departments, their work overlaps. This change could also provide promotional opportunities for staff. Mr. Sexton described three Area Development Districts already using this organizational model while three other ADDs are considering adopting it. Mr. Sexton proposed making current Waiver Coordinator Ashley Mehmedovic the Interim Associate Director of Waiver with a five percent salary increase. This change would allow for preparations for the upcoming fiscal years budgeting and planning.

Motion: Mayor Billy Phelps made a motion to approve the interim separation of Waiver and Aging Programs and naming the Interim Associate Director of Waiver as presented. The motion was seconded by Mr. Michael Stoyonovich. Motion carried.

- **Other Updates**

Chairman Choate called on Mr. Eric Sexton who provided additional announcements and updates. Mr. Sexton informed the next board meeting would be held on April 23, 2025 at Leftwich Hall in Edmonton, KY as the Annual Legislative Luncheon. Mr. Sexton encouraged members to mark their calendar for the upcoming annual CEDS summit to be held on May 19, 2025 at the Cave City Convention Center.

8. Adjourn

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

In realizing one item of business was overlooked, Chairman Choate called the meeting back to order.

- **Transit Coordinated Plan**

Chairman Choate called on Ms. Emily Hathcock who reported a copy of the transit coordinated plan was provided for the member's review. The plan is needed to apply for transit funding. This can be used for the purchase of vehicles for transportation of elderly and disabled individuals. The plan is also needed for local governments to

apply for funding for public transportation systems. Ms. Hathcock informed the plan would be presented at the upcoming BRLOO meeting scheduled for 12:15 pm in the Conference Center.

Motion: Mayor Billy Phelps made a motion to approve the transit coordinated plan as presented. The motion was seconded by Mayor Dwayne Hatcher. Motion carried. (See attached)

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