

Minutes
BRADD Executive Council
Wednesday, December 17, 2025
BRADD Office Center

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

Staff in Attendance: Mr. Eric Sexton, Ms. Emily Hathcock, Ms. Alecia Johnson, Mrs. Ashley Mehmedovic, 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 October 22, 2025 Executive Council meeting were previously emailed to the members for prior review.

Motion: Mayor Mike Hughes made a motion to approve the October 22, 2025 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 reported the members packet contains a summary of four regional clearinghouse projects. The first project is with the City of Tompkinsville for sidewalk extension, City of Morgantown's light poles to illuminate 1.5 miles of roadway, City of Franklin's new sidewalk on Witt Road, and Logan County Fiscal Courts project for drainage improvements on Morton Road. Ms. Hathcock reported that all projects were reviewed by BRADD staff for conflicts or duplications.

Motion: Judge/Executive Doug Gorman made a motion to approve the four regional clearinghouse projects as presented. The motion was seconded by Mayor Dwayne Hatcher. Motion carried. (See attached)

4. Financials

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

Chairman Choate informed the Council the October and November 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 October and November timesheets and travel forms as presented. The motion was seconded by Mr. Michael Stoyonovich. Motion carried.

- **FY 26 Salary Schedule Update**

Chairman Choate called on Mr. Eric Sexton who provided the members with a copy of an updated FY 26 salary schedule to reflect a 2.75 percent mid-year adjustment for all employees. The board also approved six, one time salary adjustments to key leadership staff based on a recent market study and third-party analysis. Mr. Sexton provided data generated from the study to the members for review and discussion.

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

5. **Agreements and Contracts**

- **Conference Center AV RFP**

Chairman Choate called on Mr. Erick Roy who informed BRADD released a request for proposal (RFP) for bids on upgrading the audio-visual equipment for the BRADD Conference Center. BRADD received four bids. Mr. Roy informed a full copy of all proposals was available for review. An internal BRADD staff committee met to review and score bids based on a scoring matrix. Upon review, Solutions Technology Group received the highest score. Mr. Roy agreed they seemed to be the best fit for the needs of BRADD. Mr. Sexton included he was pleased with the references and photo samples of work provided. Further, Pennyrile Area Development District recently underwent an update to their meeting room and recommended the group as doing a great job for them. Mr. Roy stated the proposal would include replacing the drop-down screens to 98-inch monitors. Mr. Roy informed the conference center AV had not been updated since the room was built in 2003.

Motion: Mayor Mike Hughes made a motion to approve selecting Solutions Technology Group to complete the Conference Center AV upgrades and approved up to \$90,000 to be used for this project. The motion was seconded by Judge/Executive Doug Gorman. Motion carried. (see attached)

6. **Personnel**

- **Waiver**

Chairman Choate called on Mr. Eric Sexton for all personnel updates. Mr. Sexton informed Mrs. Zoe Lambert has transferred from Aging Case Manger to Waiver Case Manager.

- **CED**

Mr. Sexton informed two part-time CED Administrative Assistants had been hired, Ms. Alex Ward and Mr. Garrett Ashley. A job posting is upcoming for the GIS Specialist position vacancy. Additionally, Mr. Sexton is looking into adding a Lead Community Development Specialist position to allow support in training new staff members.

- **Aging**

Mr. Sexton informed Ms. Amanda Laird has been hired a the new part time, Senior Center Manager in Cave City. This is a role that has not been filled since the senior center transition to BRADD. Ms. Laird will be looking at ways to increase participation at the center.

- **Finance**

Mr. Sexton informed, Finance Staff member Zach Korte will have a title change to better reflect the current duties of his position. His new title will be PDS Finance Specialist. A position will be posted for Staff Accountant, this is in efforts to succession plan in the Finance Department.

- **Administration**

Mr. Sexton announced the addition of a new position at BRADD, as previously discussed, a posting will be released for BRADD Communications Director.

7. **Other**

- **Title VI Plan Update**

Chairman Chote called on Mr. Caleb Speck who reported, the BRADD annual Title VI plan has been reviewed and updated by BRADD staff. A copy of the updated plan was sent to the members for prior review. The plan remains the same and is updated as needed or advised by KYTC. Mr. Speck informed the plan updates for this year included, signatures for Title VI Standard Assurances and Title VI Policy Statement, updated demographic information for employees and Board of Directors. Updated employee training sign-in sheets and BRADD organizational chart, as well as updated socioeconomic profiles of the BRADD region with minor language updates to conform to new federal executive orders.

Motion: Mr. Michael Stoyonovich made a motion to approve the annual Title VI updates as presented. The motion was seconded by Mayor Mike Hughes. Motion carried.

- **2026 Board Meeting Dates**

Chairman Choate called on Mr. Eric Sexton who informed a copy of the 2026 BRADD Board meeting schedule was included in the member's packet. Mr. Sexton noted the dates followed the same format as last year, noting any changes from the standard fourth Wednesday. Mr. Sexton further noted, the annual Legislative Luncheon in April would be held in Simpson County and the Annual Meeting is tentatively scheduled for Monroe County. Chairman Choate asked about the meeting start and Mr. Sexton confirmed it would remain at 12:30 pm.

Motion: Mayor Dwayne Hatcher made a motion to approve the 2026 Board Meeting Schedule as presented with a correction to the start time to 12:30 pm. The motion was seconded by Mr. Steve Thurmond. Motion carried. (See attached)

- **2026 Executive Director Out of State Travel**

Chairman Choate called on Mr. Caleb Speck who reported a copy of the proposed out of state travel dates for Executive Director, Mr. Eric Sexton, were included in the member's packet. Mr. Speck informed any overnight, out of state travel, is required to be approved by the Executive Council. Mr. Speck noted that many of the organizations listed are those Mr. Sexton served as board member. Mr. Speck also noted Mr. Sexton may not be able to attend all events listed in the request, as they may be schedule dependent.

Motion: Mr. Michael Stoyonovich made a motion to approve the Executive Director out of state travel as presented. The motion was seconded by Judge/Executive Doug Gorman. Motion carried. (See attached)

- **Conflict of Interest**

Chairman Choate called on Mr. Caleb Speck who presented five staff conflict of interest statements: Garrett Ashley, Alex Ward, Jennifer Ward, and Senior Center Employees, Amanda Laird and Amanda Louse. Mr. Speck reported only additional outside employment was disclosed, which did not appear to create a conflict.

Motion: A motion was made by Mr. Steve Thurmond to approve the five staff conflict of interest statements as presented. The motion was seconded by Judge/Executive Doug Gorman. Motion carried.

- **Strategic Plan**

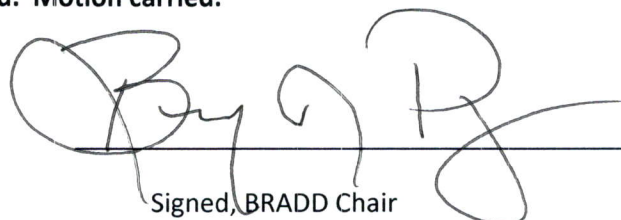
Chairman Choate called on Mr. Eric Sexton who informed a copy of the BRADDs updated strategic plan is located in the members packet. Mr. Sexton noted the plan was updated to serve as a strategic guide for the next five years of goal advancement for the agency. Mr. Sexton informed BRADD management staff reviewed and provided feedback on the update and presented it to all staff at a recent staff meeting. Mr. Sexton welcomed any members feedback.

- **Other Updates**

Chairman Choate called on Mr. Eric Sexton who reported the next meeting would be held on Wednesday, January 28, 2026. Mr. Sexton who wished everyone a Merry Christmas and thanked the members for allowing him to lead the organization another year.

8. **Adjourn**

Motion: With no further business to consider, Judge/Executive Doug Gorman made a motion to adjourn, and the motion was seconded by Mr. Steve Thurmond. Motion carried.



Signed, BRADD Chair