Minutes
BRADD Executive Council
Wednesday, August 26, 2026
BRADD Office Center

Regular Members in Attendance: Mayor Michael Bowe, Judge/Executive Joe Choate, Mrs. Dawn Devore, Judge/Executive Doug Gorman, Judge/Executive Dennis Harper, Mayor Michael Hughes, Mayor Billy Phleps, Mr. Michael Stoyonovich, and Mr. Steve Thurmond. (See attached sign-in sheet).

Staff in Attendance: Mr. Eric Sexton, Mrs. Amy Carroll, Mrs. Hong Nguyen, Mr. Russ Hurd, Ms. Brooke Edwards, Ms. Alecia Johnson, Ms. Ashley Mehmedovic, Mr. Erick Roy.

1. Call to Order

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

2. Approve Minutes

Chairman Choate reported the minutes from the special-called July 17, 2026 Executive Council meeting were previously emailed to the members for prior review.

Motion: Judge/Executive Doug Gorman made a motion to approve the July 17, 2026 Special Called Executive Council minutes. The motion was seconded by Mr. Michael Stoyonovich. Motion carried.

3. Review and Approval of Clearinghouse Projects

Chairman Choate called on Mr. Russ Hurd who reported the members packet contains a summary of fourteen regional clearinghouse projects received to date. Mr. Hurd summarized each of the projects including the project amounts. Mr. Hurd informed all the projects were reviewed by BRADD staff for duplications or conflicts.

Motion: Mayor Michael Hughes made a motion to approve the fourteen regional clearinghouse projects as presented. The motion was seconded by Mayor Billy Phelps. Motion carried. (See attached)

4. Agreements and Contracts

- **Fleet Request**

Chairman Choate called on Mr. Sexton who reported BRADD needs two additional fleet vehicles. One vehicle will replace the oldest Honda CRV which will be traded towards the purchase of a newer CRV. One additional CRV is being purchased to replace an older senior center van which was inherited from CASKY. Mr. Sexton has obtained three quotes from three different dealerships and provided a copy for the members' review. Gary Force Honda of Bowling Green provided the most competitive quote.

Motion: Judge/Executive Doug Gorman made a motion to approve up to $40,000/each for the purchase of two new BRADD fleet vehicles as presented. The motion was seconded by Judge/Executive Dennis Harper. Motion carried. (See attached)

- **Surplus of 5310 fleet**

Chairman Choate called on Mr. Eric Sexton who reported BRADD has obtained excess fleet vehicles which were purchased through the Barren River Local Elected Officials Organization (BRLOO) transportation funds from the Section 5310 program. There are a total of six vehicles. A listing of the vehicles was provided in the members packet. Five of the vehicles were used by senior centers which BRADD inherited from CASKY and the other vehicle was used by a senior facility in the region from the 5310 program. There are three mini vans and three buses. Due to their age and no longer being needed for intended purpose, Mr. Sexton recommends a surplus bid for the vehicles in accordance with the Department of Transportation's guidance for government fleet surplus.

Motion: Judge/Executive Dennis Harper made a motion to approve the surplus of six BRLOO section 5310 vehicles. The motion was seconded by Mayor Michael Hughes. Motion carried. (See attached)

- **RFP Parking Lot**

Chairman Choate called on Mr. Erick Roy, who reported the BRADD parking lot is in need of maintenance. Members voiced agreement. The lot was sealed and striped 8 years ago and has since experienced a great deal of weathering and deterioration beyond repair or patching. Mr. Roy informed contracts have been out and assessed the lot and all recommend a complete overlay and re-paving. Due to the expense of this project a bid process is needed to secure the contractor for the job. Mr. Roy provided members a copy of the request for proposal for the BRADD parking which includes the project scope of work, schedule, requirements and submission instructions. Mr. Roy stated upon approval, the proposal would be released.

Motion: Mayor Billy Phelps made a motion to approve the BRADD parking lot RFP as presented. The motion was seconded by Judge/Executive Doug Gorman. Motion carried. (See attached)

- **FY 27 Aging Programs & Services**

Chairman Choate called on Ms. Alecia Johnson who reported a copy of the BRADD fiscal year 2027 aging programs and services report was provided in the member's packet. Ms. Johnson informed the BRADD Aging Council has met and reviewed and approved the report. Ms. Johnson noted the report includes all the BRADD Aging Services Department programs, funding sources and contract amounts. Ms. Johnson further noted the programs that received funding increases or decreases from the previous contract year.

Motion: Mayor Michael Hughes made a motion to approve the FY 27 Aging Programs and Services as presented. The motion was seconded by Judge/Executive Doug Gorman. Motion carried. (See attached)

- **Aging Contracts**

Ms. Johnson informed all BRADD Aging contracts, except two, have been received. Missing contacts included the Medicare Improvement for Patients and Providers Act (MIPPA) with the allocation projected to remain at the same rate. The contract begin date is set effective September 1, 2026. Additionally, the Nutrition Services Incentive Program (NSIP) funds have not been received. The contract allocation should continue at the same rate effective October 1, 2026.

- **CED Contracts**

Chairman Choate called on Mr. Russ Hurd who reported the BRADD Community and Economic Development three of the four primary contracts have been received. Those include; Water, Centerlines and Transportation contracts. The JFA contract has been received in draft only and is almost complete. Mr. Hurd explained there were minimal changes for the new year, and the contracts would operate much the same as previous.

- **Banking Proposal**

Chairman Choate called on Mrs. Amy Carroll who reported the members packet contains a copy of a banking extension and modification from Independence Bank, BRADDs current primary banker. The proposal offers a modified five-year extension to BRADDs current agreement extending to August 31, 2031. With this, they will assess an increased interest earned of 3.5 percent on all BRADD interest bearing accounts. A question was raised as to why they are evaluating the agreement two years into the current contract. Mr. Sexton responded the Bank has sought ways to increase their partnership as their accounts have grown. Additionally, the bank is looking to further support BRADD with Senior Centers and partner with a food drive initiative. Independence Bank aims to demonstrate their commitment to focus on the partnership with BRADD.

Motion: Mayor Billy Phelps made a motion to approve the extended banking contract with Independence Bank as presented. The motion was seconded by Mrs. Dawn Devore. Motion carried. (See attached)

5. **Personnel**

Chairman Choate called on Mr. Sexton who reported the Aging Department will receive two interns for this semester. One is from the WKU Social Work Department, Ms. Aaliyah Stewart and the other is from U of L Trager Institute, Ms. Amaiya Hughes. Additionally, BRADDs ADRC Assistant Mr. Alex Witty has resigned from his position. The position is currently being filled internally by other part-time staff during this transition, awaiting further evaluation.

6. **Financials**

- **Review of Executive Director's Timesheets and Travel for June & July.**

Chairman Choate informed the Council the June and July 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 Judge/Executive Doug Gorman to approve the Executive Director June and July 2026 timesheets and travel forms as presented. The motion was seconded by Mr. Michael Stoyonovich. Motion carried.

- **FY 26 Quarter Four Accounts Payable**

Chairman Choate called on Ms. Hong Nguyen who reported the meeting share screen contains a copy of all the checks written during the fourth quarter. The members were emailed a detailed listing of quarterly expenses for their prior review. Mrs. Nguyen described the primary business account from which most checks are written as the JFA account. Aging accounts are used to pay vendors for client program expenses. The Anchor projects spending is on target as the project construction is still underway. Mrs. Nguyen also provided a report of all credit card expenses for quarter four. The primary expenses were related to employee travel and the purchases for client supplies, goods and services and the Anchor Project.

Motion: Mrs. Dawn Devore made a motion to approve the FY 2026 quarter four accounts payable as presented. The motion was seconded by Mr. Steve Thurmond. Motion carried. (See attached)

- **FY 26 Quarter Four Financials**

In addition, Mrs. Nguyen provided an overview of the BRADD accounts for the Fiscal Year quarter end. The members packet contained a summary of each of the BRADD's primary operating accounts including a balance sheet and bylines summary report. Mrs. Nguyen also provided a graph representation of BRADDs revenue by funding source with 95 percent from Federal/State funds, 2 percent from local contributions and 3 percent from other local revenue. The graph also depicted expenditures by program with 83 percent going into BRADD programs, 11 percent towards personnel, 3 percent in indirect and 3 percent in direct other. Lastly Mrs. Nguyen provided a revenue and expense review across a five year trend from FY 22 to FY 26. For FY 26 quarter four BRADD has received $38.2 million in revenue representing 103 percent of the revenue budgeted. In expenditure, BRADD spent $35.7 million representing 102 percent of the expenditures budgeted, leaving BRADD in a good position for the end of fiscal year 2026.

Motion: Mayor Mike Hughes made a motion to approve the FY 26 Quarter Four Financials as presented. The motion was seconded by Judge/Executive Doug Gorman. Motion carried. (See attached)

7. Other

- **Conflict of Interest**

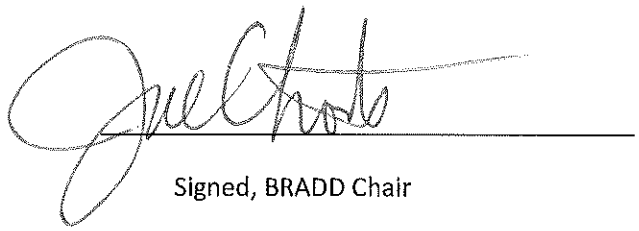
None to report

- **Other Updates**

Chairman Choate called on Mr. Eric Sexton who mentioned to the members the possible dissolution or reorganization of the Barren River Regional Ethics Committee. This would affect some of the BRADD area counties and cities that participate in the regional board. Cities and Counties would then be responsible to establish their own board of ethics. Mr. Sexton explained the board was once created to be administered by all ADDs across the state. The ADDs no longer seem to be the best placement, most ADDs have already dissolved as only two others remain active. Mr. Sexton informed the KY League of Cities and KY Association of Counties both have resources for this for ethics policies and processes. Mr. Sexton informed this would be presented formally in October by BRADD legal counsel. BRADD will provide support and assistance with the transition if this is the direction determined by the board. Mr. Sexton announced the BRADD Annual Meeting is scheduled for Wednesday, September 30, 2026 at the Monroe County Extension Office. The Executive Council will meet prior at 11:30 am.

8. Adjourn

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



Signed, BRADD Chair