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GRADD BOARD OF DIRECTOR'S MEETING

TO: Members, Representatives, and Associates of the Board of Directors of the Green River Area Development District

FROM: Office of the District

SUBJECT: Minutes of the Board of Director's General Membership Meeting of June 12, 2019

The Board of Directors of the Green River Area Development District (GRADD) held a general membership meeting on June 12, 2019, at 10:50 a.m. The meeting was held at the GRADD office, in Owensboro. A quorum was present with members in attendance as listed below.

BOARD OF DIRECTORS

DAVISS COUNTY:	Al Mattingly, Jr., Helen Mountjoy, Nate Pagan, Patsy Mayfield
HANCOCK COUNTY:	Johnny Roberts, Barbara Spencer, Franklin Powers
HENDERSON COUNTY:	Brad Schneider, William Markwell, David Sellers, Steve Austin, Thomas Platt
McLEAN COUNTY:	Ed West, Betty Howard
OHIO COUNTY:	David Johnston, Paul Sandefur, Dean Minton
UNION COUNTY:	Adam O'Nan, Randy Greenwell
WEBSTER COUNTY:	Steve Henry, Pat Clark, Ryan Hammack

COMMITTEE CHAIRPERSONS PRESENT

Green River Area Council on Aging – Susan Howard
Green River Transportation Committee – (Steve Henry)
Green River Workforce Development Board – Karen Cecil
GRADD Water Management Council – Pete Conrad
Green River Economic Development Corporation – Tammy Belt

BOARD OF DIRECTORS ABSENT

DAVISS COUNTY:	*Henrietta Harris, *Robert Howard
HANCOCK COUNTY:	All present

David Johnston, Chairman ▪ Brad Schneider, Vice Chairman ▪ Al Mattingly, Jr., Secretary ▪ Steve Henry, Treasurer ▪ Jiten Shah, Executive Director

HENDERSON COUNTY: All present
McLEAN COUNTY: Vicki Hughes
OHIO COUNTY: All present
UNION COUNTY: *Melissa Coker
WEBSTER COUNTY: All present

COMMITTEE CHAIRPERSONS ABSENT

Green River Regional Health Council – *Blaine Pieper

GUESTS AND STAFF PRESENT

Suzanne Miles, Kentucky State Representative/Congressman Brett Guthrie's Office
Amelia Wilson, Congressman James Comer's Office
Tim Gilliam, Senator Mitch McConnell's Office
Rebecca Rittenhouse, Department for Local Government
Mayor George Chinn, City of Hartford
Mark Welch, Kentucky Transportation Cabinet
Summer Crick, Webster County Economic Development
Jiten Shah, Executive Director, GRADD
Jennifer Williams, Associate Director for Aging & Social Services, GRADD
Joanna Shake, Associate Director for Community & Economic Development, GRADD
Jodi Rafferty, Associate Director for Workforce Development, GRADD
Debra James, Associate Director of Finance & Administration, GRADD
Tom Massie, IT Manager, GRADD
Kim Wells, Executive Assistant/Communications Manager, GRADD
Jeanette Woodward, Program Coordinator, GRADD
Kristy Clark, CCC/Family Engagement Coordinator, GRADD
Rita Gazell, Data Services Manager, GRADD
Kelsey Taylor, Social Services Assistant, GRADD
Kristin Rapp, Waiver Case Manager, GRADD
Taylor Porter, Support Broker, GRADD
Amy Rowe, Support Broker, GRADD
Jill Gray, Workforce Development Administrator, GRADD
Michelle Drake, Workforce Training and Business Administrator, GRADD
Paula Snyder, Workforce Development Manager, GRADD
Cheryl Peters, Accounting Clerk, GRADD
Beth Ferguson, Accounting Clerk, GRADD
Reenee Fogle, Payroll Coordinator, GRADD
Skyler Stewart, Senior Infrastructure Planner, GRADD
Tom Lovett, Community Development Planner, GRADD
Jennifer Marks, Public Administration Specialist, GRADD
Cyndi Isbill, Support Services Technician, GRADD
Lee Ann Edmonson, Program Assistant, GRADD

*Excused Absence

Ken Lawson, NCOA Outreach Specialist, GRADD
Paige Jones, CED Intern

I. CALL TO ORDER

Chairman David Johnston called the meeting to order at 10:30 a.m. He asked everyone to join him in the Pledge of Allegiance and to remain standing for a moment of silence for past board member Dave Philips who passed away in May.

Chairman Johnston called on Jiten Shah to make guest introductions.

II. OLD BUSINESS

A. Secretary's Report

Secretary Al Mattingly, Jr., presented the minutes of the April 10, 2019, GRADD Board of Directors and the May 8, 2019, GRADD Executive Committee meetings for approval.

A motion was made by Al Mattingly, Jr., and seconded by Barbara Spencer to approve the minutes of the April 10, 2019, GRADD Board of Directors and the May 8, 2019, GRADD Executive Committee meetings. A vote was taken and the motion carried.

B. Treasurer's Report

Treasurer Steve Henry presented the treasurer's report for the periods of July 1, 2018 – March 31, 2019, and July 1, 2018 – April 30, 2019.

A motion was made by Steve Henry and seconded by Steve Austin to approve the treasurer's report for the periods of July 1, 2018 – March 31, 2019, and July 1, 2018 – April 30, 2019, which are subject to audit. A vote was taken and the motion carried.

III. NEW BUSINESS

A. Guest Speaker

Treasurer Steve Henry introduced JC Young, Executive Director, Kentucky Magistrates & Commissioners Association (KMCA). Mr. Young gave a brief overview of the KMCA, which serves as a voice for all of Kentucky's fiscal courts. He went on to explain that he also serves as the executive director of the Kentucky Coal & Mineral County Coalition, which is a nonprofit organization that provides a forum for respective counties where coal and minerals are extracted.

The Coalition mission is aimed at addressing issues and opportunities in those regions of Kentucky which are affected economically, socially, and environmentally.

Mr. Young noted though Kentucky is the fifth largest producer of coal in the United States, there have been declines in coal severance dollars to counties due to additional federal government regulations, which make it harder to open new coal mines and harder for power plants to burn coal.

B. Frankfort and Washington Updates

Jiten Shah called on Suzanne Miles for an update from Congressman Brett Guthrie's office. Ms. Miles reported Congressman Guthrie recently visited Hancock and Daviess Counties and has been very vocal on the issue of the rising costs of insulin and recently help lead a subcommittee hearing relating to the issue.

Jiten Shah called on Representative Suzanne Miles for an update from Frankfort. Representative Miles reported there could be a possible special session called but no date has been set.

Jiten Shah asked Representative Miles to give an overview of the recently appointed Area Development District's (ADD's) working group. Representative Miles explained the group was appointed to review state statutes, as well as review other aspects of the ADDs. The first meeting is scheduled for June 18, 2019.

Jiten Shah called on Tim Gilliam for an update from Senator Mitch McConnell's office. Mr. Gilliam reported Senator McConnell recently introduced the Tobacco-Free Youth Act which would raise the national minimum age to purchase tobacco products to 21.

Jiten Shah called on Amelia Wilson for an update from Congressman James Comer's office. Ms. Wilson reported Congressman Comer has been working on protecting the nation's children from abuse and neglect and was elated to see the Stronger Child Abuse Prevention and Treatment Act (Stronger CAPTA) pass the House of Representatives. Congressman Comer was recently given a "Hemp Hero" medal by Murray State University for his efforts in passing the Farm Bill.

Jiten Shah called on Rebecca Rittenhouse for an update from the Department for Local Government. Ms. Rittenhouse reported there will be an Opportunity Zone meeting in Owensboro on June 13, 2019. Also the United States Department of Labor has grant opportunities for workforce in rural communities.

C. Personnel Policies Update

Jiten Shah reported he recently called a meeting of the Personnel Policies Committee, which is comprised of GRADD staff, to review a few policies that need to be revisited for possible updates. GRADD's current tattoo policy states no visible tattoos.

The committee is proposing it be changed to visible tattoos that are lewd (offensive in nature) or excessive (covering the majority of the exposed skin) and all tattoos on neck or face must be covered. The committee also reviewed the Travel Reimbursement Policy. The new policy will require employees who use their personal vehicle for business purposes to attach a Google or MapQuest map of their trip. This is a state policy in GRADD's contract; however, it has not been enforced until now.

Lastly, GRADD does have a Drug Free Workplace Policy but it does not drug screen upon hiring. The committee is proposing that all new hires will be subject to a pre-employment drug screening. The GRADD Executive Committee reviewed and approved these changes at their May 8, 2019, meeting and are presenting to the GRADD Board of Directors for final approval.

A motion was made by Karen Cecil and seconded by Susan Howard to approve the GRADD Personnel Policy changes. A vote was taken and the motion carried.

D. Fiscal Year 2020 Draft Budget

Treasurer Steve Henry reported the Finance Committee met on May 31, 2019, to discuss the FY 2020 Draft Budget and are submitting for final approval. Treasurer Henry went on to review the revenues and also the expenditures which included a \$500 salary increase with a potential merit increase. He also explained potential revenue sources for the coming fiscal year.

Treasurer Henry also noted the GRADD Executive Committee had reviewed and approved the budget at their meeting earlier today, with one stipulation. The GRADD Finance Committee would reconvene to approve the final FY 2020 salary schedule, as there was a lengthy discussion regarding the total line item increase of three-percent, which includes salary increases for merit and/or salary adjustments.

A motion was made by Steve Henry and seconded by Pat Clark to approve the Fiscal Year 2020 Draft Budget.
A vote was taken and the motion carried with one opposed.

E. Staff Service Award

Item tabled for the August 14, 2019, meeting.

F. Know Your Board Member/Staff Spotlight

Jiten Shah gave a PowerPoint presentation on GRADD Board of Directors member Mayor Patsy Mayfield and GRADD staff Amy Rowe.

IV. INTERGOVERNMENTAL REVIEWS

Skyler Stewart presented the following Statewide and Regional EOs:

Whitesville Wastewater Treatment Plant Project
City of Whitesville KY201905300767

Sacramento/Southern District Fire Department Generator
Sacramento/Southern District Fire Department KY201905280725

Corydon Emergency Generator Project
City of Corydon KY201905130585

Providence City Lake Recreational Improvements
City of Providence KY201905130589

Horse Fork Creek Park Inclusive Playground Equipment
Daviess County Fiscal Court KY201905140600

Lewisport Library
City of Lewisport KY201905160626

City of Henderson Siren Replacement
City of Henderson KY201905160627

Boating & Fishing Access Maintenance (Statewide)
Kentucky Department of Fish & Wildlife Resources KY201905170630

Job Corps Sewer Rehabilitation & Replacement Project
Union County Fiscal Court KY201905210682

Livermore Fire Station
City of Livermore KY201905170638

Canoe Creek/Elam Ditch Overflow Project
City of Henderson KY201905020495

Ohio County Trail Town Project
Ohio County Fiscal Court KY201905020512

Clay Generator Project
City of Clay KY201905070540

Audubon Wetlands Parking Lot & Trailhead Improvements
Henderson County Fiscal Court KY201904250420

Henderson Water Utility Generator Project
City of Henderson KY201904290452

FY2020 Unified Planning Work Program
Owensboro-Daviess County MPO KY201904080313

**PL Agreement between KYTC & EMPO Evansville/Henderson Urbanized
Area Transportation Planning Henderson County FY2020**
Evansville Metropolitan Planning Organization KY201904040302

RWRA Tunnel Replacement, Relining & Repair Project
Regional Water Resource Agency KY201904080320

Crawford Field Trail Enhancement Project
City of Corydon KY201904020295

A motion was made by Nate Pagan and seconded by
Karen Cecil to recommend endorsement of the above-
stated Statewide and Regional EOs. A vote was taken
and the motion carried.

V. ANNOUNCEMENTS

A. Chairman Comments

Chairman Johnston made the following comments:

- The Kentucky Association for Gerontology (KAG) and the Trager Institute chose Susan Howard as the recipient of the 2019 Optimal Aging Distinguished Educator Award. This Award recognizes an individual who has shown outstanding achievement in academics with a focus on gerontology. It is one of the highest honors given by KAG and the Trager Institute;
- GRADD's Weekend Frozen Meals for Homebound Seniors Program was selected as the National Association of Regional Councils (NARC) Achievement Award winner in the rural category at their awards dinner on June 11, 2019, during the 53rd Annual Conference and Exhibition in Omaha, Nebraska; and
- United Community Bank is opening an office in Poole and all are invited to enjoy the grand opening festivities on Friday, June 14, 2019, from 2:00 p.m. to 6:00 p.m.

B. Executive Director Comments

Jiten Shah made the following comments:

- The Drug Prevention Summit was held on April 23, 2019, at the GRADD office;

- The Annual Volunteer Appreciation Luncheon was held on April 25, 2019, at Old Hickory. Mary Ashford was named Volunteer of the Year;
- The Daviess County Health Fair was held on April 26, 2019;
- Tai Chi Training was held at GRADD on April 30, 2019;
- The May 8, 2019, Executive Committee meeting was held at River View Coal in Waverly. After the meeting, several members and staff were treated to a mine tour and lunch;
- The Hancock County Health Fair was held on May 8, 2019;
- The Ohio County Health Fair was held on May 15, 2019;
- The Carrico Therapy Services, LLC loan closing was held on May 31, 2019;
- GRADD Senior Games will be held Friday, June 14, 2019, at Baker Park in Webster County. The cost of registration is \$5.00. Lunch is also included with the registration fee. The event will kick off at 10:30 a.m. and will conclude after lunch with presentation of medals. For details, please call Wanda Blackwell at Webster County Senior Services at 270-639-5394;
- The Webster County Senior Services will host a ribbon cutting and open house on Wednesday, June 19, 2019, at 11:00 a.m. The public is welcome to visit and tour the new center; and
- Welcome to GRADD: Kelsey Taylor, Social Services Assistant; Taylor Porter, Support Broker; Kristin Rapp, Waiver Case Manager; and Amy Rowe, Support Broker. All are new to the GRADD Social Services Dept., and Robert Drane, IT Intern.

Jiten Shah called on Vice Chairman Brad Schneider to give an annual dinner update. Vice Chairman Schneider reported the Annual Dinner Committee had met on May 17, 2019, to discuss the 2019 annual dinner. He went on to say the committee decided on Monday, September 23, 2019, at the Beaver Dam Amphitheater. Slick Back BBQ will cater and in lieu of a guest speaker the committee chose to put major emphasis on the GRADD Regional Excellence Awards.

VI. COMMITTEE REPORTS

A. Green River Workforce Development Board

Chairperson Karen Cecil presented the minutes of the February 6, 2019, Green River Workforce Development Board meeting.

A motion was made by Karen Cecil and seconded by Susan Howard to approve the minutes of the February 6, 2019, Green River Workforce Development Board meeting. A vote was taken and the motion carried.

The Green River Workforce Development Board also met on May 1, 2019. Derek Poor, Veterans' Transition Liaison with the West Kentucky Workforce Board, made a presentation on the challenges veterans face in transitioning to civilian life and the resources available to them.

Also the group approved the contract renewal of the ResCare Workforce Services through June 30, 2020. Updates were provided by Kentucky Career Center partners and Matt Bartlett, Project Director, ResCare Workforce Services presented information regarding the progress and activities made to date.

B. GRADD Water Management Council

Chairman Pete Conrad presented the minutes of the March 21, 2019, GRADD Water Management Council meeting.

A motion was made by Pete Conrad and seconded by Barbara Spencer to approve the minutes of the March 21, 2019, GRADD Water Management Council meeting. A vote was taken and the motion carried.

Chairman Conrad also reported the GRADD Water Management Council will meet again on June 20, 2019, at 1:30 p.m., at the GRADD office. Dustin Horn, Don Schierer, and Julie Bickers from Kentucky Infrastructure Authority will be the guest speakers.

C. Green River Area Council on Aging

Chairperson Susan Howard presented the minutes of the April 2, 2019, Green River Area Council on Aging meeting.

A motion was made by Susan Howard and seconded by Barbara Spencer to approve the minutes of the April 2, 2019, Green River Area Council on Aging meeting. A vote was taken and the motion carried.

The Green River Area Council on Aging also met on June 4, 2019. Charlotte Whittaker, AARP Kentucky President, and Kenny Garrett, Henderson County Emergency Management Director provided disaster preparedness training and information for the members. Attendees were encouraged to visit the website www.ready.gov for additional information. Provider reports and program updates were presented. GRADD staff changes were announced and new staff was introduced. It was announced that the Safe Aging Coalition will hold its first meeting on June 11, 2019, at the GRADD office. All members were encouraged to participate in Senior Games on June 14, 2019, in Webster County.

D. Green River Economic Development Corporation

Chairperson Tammy Belt presented the minutes of the April 3, 2019, Green River Economic Development Corporation meeting.

A motion was made by Tammy Belt and seconded by Paul Sandefur to approve the minutes of the April 3, 2019, Green River Economic Development Corporation. A vote was taken and the motion carried.

Chairman Belt also reported the Green River Economic Development Corporation met on May 1, 2019. There have been two loan closings recently. Tradewater Catering located in Union County, closed May 20, 2019, and Carrico Therapy Services in Daviess County closed May 31, 2019. Currently, there is \$1.2 million available to lend in the Revolving Loan Fund (RLF) and an additional \$129,000 in the Intermediary Loan Program (ILP). All 31 loans are current.

VII. ADJOURNMENT

Chairman Johnston opened the floor for comments.

Thomas Platt, turned in his resignation, explaining that his wife has been in poor health for quite some time and he needs to be home to help take care of her. Chairman Johnston thanked Mr. Platt for his continued service and dedication to GRADD.

There being no further business to discuss, the meeting was adjourned.


Al Mattingly, Jr., Secretary

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