



**Think Progress. Think Tomorrow. Think GRADD.**

## **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 February 14, 2018

The Board of Directors of the Green River Area Development District (GRADD) held a general membership meeting on February 14, 2018, at 10:30 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**

<b>DAVIESS COUNTY:</b>	Bill Parrish
<b>HANCOCK COUNTY:</b>	Jack McCaslin, Barbara Spencer, Franklin Powers
<b>HENDERSON COUNTY:</b>	Brad Schneider, Steve Austin, Thomas Platt, David Sellers
<b>McLEAN COUNTY:</b>	Kelly Thurman, Betty Howard
<b>OHIO COUNTY:</b>	Paul Sandefur
<b>UNION COUNTY:</b>	Adam O'Nan, Lindsay Jenkins
<b>WEBSTER COUNTY:</b>	Pat Clark, Ryan Hammack

### **COMMITTEE CHAIRPERSONS PRESENT**


GRADD Water Management Council – Paul Lashbrooke  
Green River Area Council on Aging – Susan Howard  
Green River Economic Development Corporation – Tammy Belt

### **BOARD OF DIRECTORS ABSENT**

<b>DAVIESS COUNTY:</b>	*Al Mattingly, Jr., *Greg Beyke, *Henrietta Harris, *Robert Howard, *Helen Mountjoy
<b>HANCOCK COUNTY:</b>	*Tim Thompson
<b>HENDERSON COUNTY:</b>	*William Markwell
<b>McLEAN COUNTY:</b>	*Charles Strole

Jack McCaslin, *Chairman* ■ Steve Austin, *Vice Chairman* ■ Kelly Thurman, *Secretary* ■ David Johnston, *Treasurer* ■ Jiten Shah, *Executive Director*

*SISTER REGION:*

 Olomoucký kraj  
[www.kr-olomoucky.cz](http://www.kr-olomoucky.cz)

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Serving the Municipal and County Governments of Daviess ■ Hancock ■ Henderson ■ McLean ■ Ohio ■ Union ■ Webster



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OHIO COUNTY:               \*David Johnston, \*Dean Minton  
UNION COUNTY:            \*Gary Vetter  
WEBSTER COUNTY:        \*Steve Henry

COMMITTEE CHAIRPERSONS ABSENT

Green River Regional Health Council – \*Blaine Pieper  
Green River Housing Corporation – Vacant  
Green River Workforce Development Board – \*Karen Cecil  
Green River Transportation Committee – (\*Steve Henry)

GUESTS AND STAFF PRESENT

Amelia Wilson, Congressman James Comer's Office  
Rebecca Rittenhouse, Department for Local Government  
Rachel McCubbin, Senator Rand Paul's Office  
Tim Thomas, Senator Mitch McConnell's Office  
Mayor George Chinn, City of Hartford  
Lois Decker, Murray State Small Business Development  
Tricia Hudson, Murray State Small Business Development  
Jiten Shah, Executive Director, GRADD  
Jodi Rafferty, Associate Director for Workforce Development, GRADD  
Jennifer Williams, Associate Director for Aging & Social Services, GRADD  
Joanna Shake, Associate Director for Community & Economic Development, GRADD  
Debra James, Associate Director of Finance & Administration, GRADD  
Tom Massie, IT Manager, GRADD  
Kim Wells, Executive Assistant/Communications Manager, GRADD  
Kristy Clark, Lead Case Manager/CCC Program, GRADD  
Lisa Flahardy, Aging Contract Specialist, GRADD  
Amber Gebhard, CDO Support Broker, GRADD  
Jill Gray, Workforce Development Administrator, GRADD  
Paula Snyder, Workforce Development Manager, GRADD  
Melinda Clark, Fiscal Manager, GRADD  
Mariah Myres, Grants & Contracts Fiscal Coordinator, GRADD  
Cheryl Peters, Accounting Clerk, GRADD  
Beth Ferguson, Accounting Clerk, GRADD  
Britney Ammon, CDO Finance Assistant, GRADD  
Gina Boaz, Regional Transportation Planner, GRADD  
Skyler Stewart, Public Administration Specialist/Loan Manager, GRADD  
Jennifer Marks, Housing & Special Projects Director, GRADD  
Tom Lovett, MPO Coordinator, GRADD  
Cyndi Isbill, Support Services Technician, GRADD  
Libby Watson, Support Services Technician, GRADD  
Donna Conley, Receptionist, GRADD  
Reenee Fogle, Payroll Coordinator, GRADD

\*Excused Absence

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Ken Lawson, NCOA Outreach Specialist, GRADD  
Carolynn Kelley, AmeriCorps Assistant, GRADD  
Jessie Howard, CED Inter, GRADD

I. CALL TO ORDER

Chairman Kelly Thurman 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 the Honorable Jody Jenkins who passed away on January 21, 2018.

Chairman Thurman asked Judge/Executive Jack McCaslin to **come** forward and be presented with a plaque of appreciation for his leadership as GRADD Board of Directors chairman.

Chairman Thurman congratulated board member Thomas Platt on his recent 65<sup>th</sup> wedding anniversary.

Chairman Thurman introduced new board members that were present and then introduced the newly appointed Judge/Executive Adam O'Nan of Union County.

Chairman Thurman called on Jiten Shah to make guest introductions.

II. OLD BUSINESS

A. Secretary's Report

Secretary Brad Schneider presented the minutes of the December 13, 2017, GRADD Board of Directors' and GRADD Executive Committee meetings for approval.

A motion was made by Brad Schneider and seconded by Jack McCaslin to approve the minutes of the December 13, 2017, GRADD Board of Directors' and GRADD Executive Committee meetings. A vote was taken and the motion carried.

B. Treasurer's Reports

Jiten Shah presented the treasurer's report for the periods of July 1, 2017 – November 30, 2017, and July 1, 2017 – December 31, 2017.

A motion was made by Jack McCaslin and seconded by Betty Howard to accept the treasurer's report for the periods of July 1, 2017 – November 30, 2017, and July 1, 2017 – December 31, 2017, which are subject to audit. A vote was taken and the motion carried.

### III. NEW BUSINESS

#### A. Guest Speaker

Chairman Thurman introduced Dr. Scott Williams, President of the Owensboro Community & Technical College.

Dr. Williams explained how the college is enhancing the quality of life in the area which includes the opening of the Industry Innovation Center (IIC). The IIC will house high-demand high-wage programs such as welding, heating ventilation and air conditioning programs, electrical technology courses, and robotics. The new facility will allow the expansion of offerings in all these technical programs. Dr. Williams also spoke on the Greater Owensboro Federation for Advanced Manufacturing Education Program (GO FAME), which is an advanced manufacturing technician program allowing participating students to earn an industry-recognized multi-craft technician degree, while gaining valuable experience at the same time as while working in a manufacturing company.

#### B. Frankfort and Washington Updates

Jiten Shah call on Tim Thomas for an update from Senator Mitch McConnell's office. Mr. Thomas informed the group on the early results of the passing of the new Tax Code Bill which shows big corporations like Phzier are coming back to the United States to do business. Other results will be savings on utilities bills and the employment tax withholding changes meaning individuals should see an increase in their take-home pay. Mr. Thomas ended by reporting he is in the confirmation process of becoming the Federal Co-Chairman of the Appalachian Regional Commission.

Jiten Shah called on Rachel McCubbin for an update from Senator Rand Paul's office. Ms. McCubbin reported Senator Paul is carefully watching the Immigration Bill. He would like to see a provision included that would streamline the H2A Visa Program which allows a foreign national entry into the United States for temporary or seasonal agricultural work.

Jiten Shah called on Amelia Wilson for an update from Congressman James Comer's office. Ms. Wilson reported Community Office Hours will be starting soon. Once she has a schedule she will report back to the group. Ms. Wilson also reported Congressman Comer's Hemp Bill is slowly but surely pushing forward and is in the final stages of being rolled out.

Jiten Shah called on Rebecca Rittenhouse for an update from the Department for Local Government. Ms. Rittenhouse reported that since Governor Matt Bevin took office \$9.2 billion has been invested in new economic development and 17,000 new jobs created. Ms. Rittenhouse also reported Lieutenant Governor Jenean Hampton's Entrepreneurship Challenge (LGEC), which is a business pitch competition for all Kentucky high school students' grades 9-12, needs judges. Anyone interested in being a judge should contact her.

C. Owensboro Autowash Loan Increase Request

Tammy Belt reported, at its December 1, 2017, meeting, the GRADD Board of Directors approved a loan in the amount of \$90,000 for Owensboro Autowash. Owensboro Autowash is requesting an increase from \$90,000 to \$200,000 from the GRADD Revolving Loan Fund (RLF). The Small Business Administration (SBA) 504 program only allows the financing of fixed assets, not goodwill. Due to this guideline, the company had to lower the original SBA loan amount and request an increase for the GRADD Revolving Loan Fund.

The Green River Economic Development Corporation (EDC) Loan Review Committee reviewed the updated application and approved the loan request and are submitting to the GRADD Board of Directors for approval.

A motion was made by Jack McCaslin and seconded by Steve Austin to approve a loan increase to \$200,000 for Owensboro Autowash. A vote was taken and the motion carried.

D. Area Development Fund Resolution

Jiten Shah presented an Area Development Fund (ADF) Resolution that, if approved, will earmark ADF in the amount of \$16,560.14 for the ConnectGRADD, Inc. (CGI), Base Station Deployment Project.

Mr. Shah went on to explain that the project proposed by CGI will be to deploy two high speed base stations at one existing site in each county, to provide high speed internet service. The total project cost will be \$54,571. Q-Wireless has agreed to commit to \$18,535 matching of funds with an additional match of \$17,500 for tower labor and to mount hardware. The ADF balance is \$16,559.33, and the remaining \$1,976.67 will come from CGI, upon approval.

A motion was made by Jack McCaslin and seconded by Pat Clark to approve the Area Development Fund Resolution earmarking of \$16,559.33 for the ConnectGRADD, Inc., Base Station Deployment Project. A vote was taken and the motion carried.

E. Title VI Plan and Resolution

Jiten Shah presented a resolution supporting the Title VI Plan. If approved, it will assure the Green River Area Development District's (GRADD's) and the Owensboro-Daviess County Metropolitan Planning Commission's programs, services, and activities will be free from discrimination.

A motion was made by Jack McCaslin and seconded by Barbara Spencer to approve the Title VI Plan Resolution. A vote was taken and the motion carried.

F. Ombudsman Conflict of Interest

Jiten Shah reported in order to ensure the GRADD Board of Directors does not have any conflicts, the Kentucky Long Term Care Ombudsman Program is asking each member to complete a Conflict of Interest form. Completed forms must be returned to the GRADD office by March 23, 2018.

G. Area Agency on Aging Regional Aging Plan Approval

Jennifer Williams reported GRADD is designated, by the Kentucky Department for Aging & Independent Living, as the Green River Area Agency on Aging and Independent Living (AAAIL). The Area Aging Plan describes the manner in which GRADD will carry out its responsibilities as the AAAIL in the provision of services to the citizens of the seven-county GRADD region. The plan incorporates all programs funded by the Older Americans Act and the Kentucky Cabinet for Health & Family Services, Department for Aging and Independent Living.

These programs prioritize targeting toward the following groups: minority, rural, low-income, disabled, caregivers, and older individuals suffering from Alzheimer's disease or related disorders, limited English proficiency, those at risk for institutional placement, and greatest social need.

In summary, the area aging plan reflects the efforts of the Green River Area Agency on Aging and Independent Living in determining needs of the older population within its jurisdiction; arranging through a variety of linkages for the provision of services to meet those needs; and evaluating how well the needs were met by the resources applied to them and is being submitted for final approval by the GRADD Board of Directors.

A motion was made by Steve Austin and seconded by Susan Howard to approve the Area Agency on Aging Regional Aging Plan for Fiscal Years 2019, 2020, and 2021. A vote was taken and the motion carried.

H. Fiscal Year 2018 Audit Request for Qualifications

Jiten Shah reported GRADD solicited proposals for audit services for Fiscal Year 2018. The proposal stated that the audit period was for FY 2018 with an option for four additional one-year periods. Bid packages were submitted by Kemper CPA Group (Kemper) and Riney, Hancock & Co (RHC).

The GRADD Finance Committee met on February 6, 2018, to review the proposals, and are recommending to accept the bid from Kemper CPA Group at a price of \$16,700, with an option for four additional one-year periods.

A motion was made by Susan Howard and seconded by Brad Schneider to accept the audit proposal from Kemper CPA Group at a price of \$16,700, with an option for four additional one-year periods. A vote was taken and the motion carried.

I. Nominating Committee Report

Secretary Brad Schneider reported the following individuals have been recommended for appointment to the GRADD Executive Committee and GRADD Board of Directors.

Executive Committee member completing a one-year term that began January 1, 2018, expiring on December 31, 2018.

Union            Hon. Adam O’Nan

The following has been nominated to serve as the Citizens’ Representative for a three-year term ending on December 31, 2020.

Union            Lindsay Jenkins

The following have been nominated to serve as the Mayor’s Representatives for a two-year term ending on December 31, 2019.

Henderson    Hon. Steve Austin  
Ohio            Hon. Paul Sandefur  
Union            Hon. Dickie Berry (Rep. by Gary Vetter)

A motion was made by Brad Schneider and seconded by Jack McCaslin to approve the above-mentioned appointments to the GRADD Executive Committee and GRADD Board of Directors. A vote was taken and the motion carried.

J. Know Your Board Member/Know Your GRADD Staff

Jiten Shah gave a PowerPoint presentation on GRADD Board of Directors member Tammy Belt and GRADD staff Donna Conley.

K. Service Award

Chairman Thurman presented GRADD employee Beth Ferguson with a 20-year service award plaque. He thanked Ms. Ferguson for her service and dedication to GRADD.

IV. ANNOUNCEMENTS

A. Chairman Comments

Chairman Thurman made the following comments:

- The Kentucky Council of Area Development District's (KCADD's) will hold its Legislative Breakfast on February 15, 2018, from 7:00 a.m. - 8:30 a.m., in the Capitol Annex Cafeteria, Frankfort;
- KCADD will also hold a Business Meeting on February 15, 2018, from 8:30 a.m. - 9:45 a.m., in Room 154, Capitol Annex, Frankfort;
- Upcoming FY 2018 Conference Travel includes: National Association of Development Organizations (NADOs) Washington Policy Conference, March 19 - 21, 2018, Washington, DC; National Association of Regional Councils (NARC's) 52nd Annual Conference, June 3 - 6, 2018, Orlando, FL; and the NADO Annual Training Conference, October 13 - 16, 2018, Charlotte, North Carolina;
- Hilda Legg with USDA Rural Development will be the guest speaker at the April 11, 2018, Board meeting ; and
- The GRADD Legislative Breakfast will take place on Saturday, March 3, 2018, beginning with breakfast at 9:00 a.m. and followed by the forum.

B. Executive Director Comments

Jiten Shah made the following comments:

- Congratulations to the GRADD AmeriCorps Senior Connections Program! The Kentucky Commission on Community Volunteerism and Service (KCCVS) has approved a proposal for the National Days of Service and Community Engagement Mini-Grant Pilot funded by the Volunteer Generation Fund (VGF) in the amount of \$5,000;
- Recreational Trail Program is currently open and will close on April 30, 2018. Minimum request, \$5,000; maximum request \$100,000. Funded by the Federal Highway Administration. Can be used to provide assistance for acquisition of easements, development and/or maintenance of recreational trails and trailhead facilities for both motorized and non-motorized use. KY has been allocated \$1.4 million for RTP projects. GRADD contact: Skyler Stewart;
- Delta Regional Authority SEDAP funding for Henderson, McLean, Union, Webster. Opening closing dates: TBA. Funding opportunities must directly support one of DRA's funding priorities: Basic Public Infrastructure, Transportation Infrastructure, Business Development (with focus on Entrepreneurship), and Workforce Development. GRADD contact: Joanna Shake;
- The Kyndle Legislative Breakfast was held on January 22, 2018;



- West KY Thank You Night was held on February 8, 2018, in Frankfort; and
- “The Stand” against child abuse will take place on April 12, 2018, on the front lawn of Kentucky Wesleyan College (KWC), beginning at 4:30 p.m.

V. COMMITTEE REPORTS

A. GRADD Regional Transportation Committee

Jiten Shah presented the minutes of the November 29, 2017, meeting of the GRADD Regional Transportation Committee.

A motion was made by Steve Austin and seconded by Pat Clark to approve the November 29, 2017, minutes of the Green River Regional Transportation Committee. A vote was taken and the motion carried.

B. Green River Area Council on Aging

Chairperson Susan Howard presented the minutes of the December 5, 2017, meeting of the Green River Area Council on Aging.

A motion was made by Susan Howard and seconded by Jack McCaslin to approve the December 5, 2017, minutes of the Green River Area Council on Aging. A vote was taken and the motion carried.

Chairperson Howard also reported the Green River Area Council on Aging met on February 13, 2018. At this meeting, a public hearing to review the Area Agency on Aging Regional Aging Plan Summary for Fiscal Years 2019-2021 was conducted prior to the meeting. The plan summary was reviewed again during the meeting and approved. The group welcomed three new members: Sim Davenport (Daviness Co.); Susan Chinn (Ohio Co.); and Patty Tapp (Webster Co.). Provider reports and program updates were given and the council was notified that a second round of emergency meals has been ordered for the homebound and are expected to be delivered next week. A \$70,000 continuation grant has been received from the National Council on Aging to continue providing a Benefits Enrollment Center for the district. A \$5,000 mini-grant has also been received from the Volunteer Generation Grant Fund to assist with the Feed Seniors Now project, which will take place during March and April.

C. Green River Regional Health Council

Jiten Shah presented the minutes of the December 8, 2017, Green River Regional Health Council.

A motion was made by Pat Clark and seconded by Paul Lashbrooke to approve the December 8, 2017, minutes of the Green River Regional Health Council. A vote was taken and motion carried.

Mr. Shah also reported the Green River Regional Health Council met on February 7, 2018. The local county report and coordinator's report were included in the meeting packet and the budget report was presented. Several items were tabled for the next meeting. The minutes of this meeting will be available at the April meeting.

D. GRADD Water Management Council

Chairman Paul Lashbrooke presented the minutes of the December 12, 2017, meeting of the GRADD Water Management Council.

A motion was made by Paul Lashbrooke and seconded by Thomas Platt to approve the December 12, 2017, minutes of the GRADD Water Management Council. A vote was taken and motion carried.

E. Green River Workforce Development Board

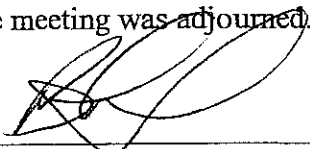
Jiten Shah presented the minutes of the December 19, 2017, meeting of the Green River Workforce Development Board.

A motion was made by Jack McCaslin and seconded by Betty Howard to approve the December 19, 2017, minutes of the Green River Workforce Development Board. A vote was taken and motion carried.

Mr. Shah also reported the Green River Workforce Development Board (WDB) met on February 7, 2018. Ray Leathers, Private Sector Liaison, from the Kentucky Education and Workforce Development Cabinet, was the guest speaker. He discussed the importance of changing the current culture of the workforce and the labor participation rate in the State of Kentucky. There was discussion regarding the Supplemental Nutrition Assistance Program – Employment and Training Program and the approval of the 1115 Medicaid Waiver.

VI. ADJOURNMENT

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

  
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Brad Schneider, Secretary

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