



## **GRADD BOARD OF DIRECTOR'S MEETING**

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

**FROM:** Office of the District

**SUBJECT:** Minutes of the Board of Directors' General Membership Meeting of October 13, 2021

The Board of Directors of the Green River Area Development District (GRADD) held a general membership meeting on October 13, 2021, at 10:30 a.m. The meeting was held at the GRADD office, 300 GRADD Way, Owensboro, KY and via Zoom. A quorum was present with members in attendance as listed below.

### **BOARD OF DIRECTORS**

DAVIESS COUNTY:	Al Mattingly, Lauren Osowicz, Nate Pagan, Henrietta Harris
HANCOCK COUNTY:	Johnny Roberts, Franklin Powers
HENDERSON COUNTY:	Brad Schneider, David Sellers, Steve Austin, Bill Markwell Janeth Nicolas
McLEAN COUNTY:	Curtis Dame, Vicki Hughes, Betty Howard
OHIO COUNTY:	David Johnston, Paul Sandefur
UNION COUNTY:	Randy Greenwell
WEBSTER COUNTY:	Steve Henry, Pat Clark, Ryan Hammack

### **COMMITTEE CHAIRPERSONS PRESENT**

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

### **BOARD OF DIRECTORS ABSENT**

DAVIESS COUNTY:	Patsy Mayfield, *Robert Howard
HANCOCK COUNTY:	Lora Basham

HENDERSON COUNTY: All present  
McLEAN COUNTY: All present  
OHIO COUNTY: Dean Minton  
UNION COUNTY: \*Adam O’Nan, Melissa Coker  
WEBSTER COUNTY: All present

COMMITTEE CHAIRPERSONS ABSENT

All present

GUESTS AND STAFF PRESENT

Rep. Suzanne Miles, State Representative  
Gilbert Mischel, Senator Mitch McConnell’s Office  
Alex Caudill, Department for Local Government  
Doug Taylor, Kentucky Transportation Cabinet  
Dr. Scott Williams, Owensboro Community and Technical College  
Dr. Jason Warren, Henderson Community College  
Shawn Miller, HMB  
Joanna Shake, Executive Director, GRADD  
Blake Edge, Director for Community & Economic Development, GRADD  
Jodi Rafferty, Director for Workforce Development, GRADD  
Mariah Myres, Director of Finance, GRADD  
Jennifer Williams, Director for Aging and Social Services, GRADD  
Jessie Howard, Public Administration Specialist, GRADD  
Gina Boaz, Economic Development Specialist, GRADD  
Michelle Drake, Workforce Training and Business Administrator, GRADD  
Leslie Wilson, Community Services Manager, GRADD  
Kim Wells, Executive Assistant/Communications Manager, GRADD

\*Excused Absence

I. CALL TO ORDER

Chairman Brad Schneider called the meeting to order at 10:30 a.m. He asked everyone to join him in the Pledge of Allegiance and welcomed all guests.

II. OLD BUSINESS

A. Secretary’s Report

Secretary Steve Henry presented the minutes of the August 11, 2021, GRADD Board of Directors meeting for approval.

A motion was made by Steve Henry and seconded by

Nate Pagan to approve the minutes of the August 11, 2021, GRADD Board of Directors meeting. A vote was taken and the motion carried.

Secretary Steve Henry presented the minutes of the September 8, 2021, GRADD Executive Committee meeting for approval.

A motion was made by Steve Henry and seconded by Pat Clark to approve the minutes of the September 8, 2021, GRADD Executive Committee meeting. A vote was taken and the motion carried.

B. Treasurer's Report

Chairman Brad Schneider presented the Treasurer's Report for the period of July 1, 2021 – July 31, 2021.

A motion was made by Curtis Dame and seconded by Al Mattingly to approve the Treasurer's Report for the period of July 1, 2021 – July 31, 2021, which is subject to audit. A vote was taken and the motion carried.

Chairman Brad Schneider presented the Treasurer's Report for the period of July 1, 2021 – August 31, 2021.

A motion was made by Nate Pagan and seconded by Curtis Dame to approve the Treasurer's Report for the period of July 1, 2021 – August 31, 2021, which is subject to audit. A vote was taken and the motion carried.

III. NEW BUSINESS

A. Comprehensive Economic Development Strategy (CEDS) Resolution

Jessie Howard explained this year the Comprehensive Economic Development Strategy (CEDS) document is an update only. A total rewrite will be required in 2022. CEDS is prepared to meet the requirements for designation as an Economic Development District and to qualify for assistance under the public works, economic adjustment, and planning programs of the U. S. Department of Commerce and the Economic Development Administration.

A motion was made by Randy Greenwell and seconded by Curtis Dame to approve the Comprehensive Economic Development Strategy (CEDS) Resolution. A vote was taken and the motion carried.

B. Dear Valley Enterprises, LLC Loan Review

Tammy Belt reported the Green River Economic Development Corporation is submitting one loan for approval.

1. Dear Valley Enterprises

T. LaDon Mooney is requesting \$125,000 in Coronavirus Aid, Relief, and Economic Security Act (CARES) funding to startup a construction hauling business located in Dixon, Kentucky. The loan will provide funds for equipment purchase of a tri-axle dump truck and a semi with dump trailer plus working capital.

A motion was made by Randy Greenwell and seconded by Pat Clark to approve the Dear Valley Enterprises loan in the amount of \$125,000. A vote was taken and the motion carried.

C. Personnel Policy – Maternity Leave

Joanna Shake explained after much review it was determined some personnel policies were outdated. In the coming months staff will be reviewing the personnel policies for further updates. Below is the proposed Maternity Leave update for review and approval which would allow up to 12 weeks for maternity care or the care of an adoptive child.

**Current Policy**

**II. Sick Leave**

Sick leave may be granted for personal illness, hospitalization, or doctor's appointment of an employee. Sick leave may be used for up to six weeks for maternity care or care of an adoptive child. This policy shall be adhered to in accordance with the Family Medical Leave Act (FMLA) policy.

An employee may also use their sick leave for the hospitalization or illness of an immediate family member, when necessary. Immediate family shall be defined as: spouse, children, foster children, stepchildren, grandchildren, parents, parent in laws, siblings, grandparents on the employee's side of the family, and significant others living in the employee's household.

An employee may use sick leave for bereavement as defined in the Bereavement Policy.

**New Policy**

#### **IV. Maternity Care or Care of an Adoptive Child**

A combination of annual leave and sick leave may be used for up to 12 weeks for maternity care or care of an adoptive child. This policy adhered to in accordance with the Family Medical Leave Act (FMLA) policy.

A motion was made by Karen Cecil and seconded by Randy Greenwell to accept the Maternity Care personnel policy update. A vote was taken and the motion carried.

#### **D. Employee Insurance 2022**

Secretary Steve Henry reported the Finance Committee had met on October 12, 2021, to review insurance proposals for 2022. The Committee is recommending the SIHO Plan with a three-percent increase to staff. The plan also adds co-pays for prescription drugs. Plan attached.

A motion was made by Steve Henry and seconded by Tammy Belt to approve SIHO to administer health plan benefits for 2022, which includes a three-percent increase. A vote was taken and the motion carried.

#### **E. Committee Reports**

##### **1. GRADD Regional Transportation Committee**

Chairman Steve Henry presented the April 28, 2021, minutes of the GRADD Regional Transportation Committee.

A motion was made by Steve Henry and seconded by Pat Clark to approve the April 28, 2021, minutes of the GRADD Regional Transportation Committee. A vote was taken and the motion carried.

##### **2. Green River Area Council on Aging**

Chairperson Henrietta Harris presented the June 8, 2021, minutes of the Green River Area Council on Aging.

A motion was made by Henrietta Harris and seconded by

David Johnson to approve the June 8, 2021, minutes of the Green River Area Council on Aging. A vote was taken and the motion carried.

Henrietta Harris reported the Green River Area Council on Aging met via Zoom on October 5, 2021. GRADD State Health Insurance Assistance Program (SHIP) Counselor, Lee Ann Edmonson spoke about the open enrollment for Medicare Part D, which will run October 15 - December 7, 2021. Medicare Part D is the portion of Medicare that provides coverage for prescription medications. Provider reports and program updates were presented. All county senior centers, except for Daviess and Henderson Counties, continue to be closed for indoor activities but continue to serve meals and work to provide activities outdoors or virtually. Ms. Williams shared the schedule for the procurement of catered meals and senior center services for Fiscal Years 2023 through 2025. In addition, she discussed the schedule for an area needs assessment and development of an updated area plan on aging for the region. Chairperson Harris also announced Comfort Keepers is the new In-Home Services Provider for the Homecare, Title III, and Family Caregiver Programs. They began on October 1, 2021, after Help-At-Home stopped providing services in Kentucky. The Green River Area Needs Assessment is available on the GRADD website and has been emailed to all GRADD Board members. A training titled "Body Talk" and another titled "Kind to Me" will be sponsored by the Community Collaboration for Children Program on October 22, 2021, at Owensboro Christian Church. This training is about how to read body language and how to take care of ourselves when we are in the business of helping others.

3. Green River Economic Development Corporation (EDC)

Chairperson Tammy Belt presented the July 7, 2021, minutes of the Green River Economic Development Corporation for approval.

A motion was made by Curtis Dame and seconded by Karen Cecil to approve the July 7, 2021, minutes of the Green River Economic Development Corporation. A vote was taken and the motion carried.

Chairperson Tammy Belt reported the Green River EDC met virtually on October 6, 2021. At this meeting, the Dear Valley Enterprises, LLC loan was reviewed and approved. An additional six-month payment moratorium for Brasher's Little Nashville was approved due to unforeseen construction delays and issues with a plan to open on October 28, 2021. Brad Davis with the Greater Owensboro EDC was appointed to the Loan Review Committee. As of September 30, 2021, 39 loans have been approved and funded totaling \$2,308,325 with \$1,016,675 remaining of the \$3,325,000 EDA CARES Act funds.

4. GRADD Water Management Council

Chairman Pete Conrad reported the GRADD Water Management Council met on September 16, 2021.

At this meeting, Sandy Lamb with the Kentucky Infrastructure Authority

(KIA) gave updates on Senate Bill 36 and the review of applications is underway. Project applications are still being accepted through November 13, 2021. Two water projects were submitted and approved. They are the Ohio County Water District Meter Replacement and the Chiggerville Lane Water Line Extension.

F. Frankfort and Washington Updates

Suzanne Miles gave an update from Congressman Brett Guthrie's office. Ms. Miles reported Congressman Guthrie opposes raising the debt ceiling. As with many bills there are several layers. One concerning to Congressman Guthrie is the privacy of constituent's bank accounts. Congressman Guthrie recently held a Law Enforcement Roundtable in Daviess County. Broadband continues to be a hot topic. Ms. Miles also congratulated Owensboro Community & Technical College on its recent designation as a Great Place to Work.

Gilbert Mischel gave an update from Senator Mitch McConnell's office. Mr. Mischel reported Senator McConnell continues to travel the Commonwealth. He attended the Bluegrass Community Bankers Association meeting and Daviess County Farm Bureau meeting, which hosted over 50 farmers. Senator McConnell also welcomed new Owensboro Health CEO Mark Marsh. Senator McConnell also continues to monitor workforce concerns and the supply chain which has remained at the forefront for businesses and consumers.

Alex Caudill gave an update from the Department of Local Government. Mr. Caudill reported Recreational Trail Grant funding announcements should be made in late November or early December.

Dr. Jason Warren reported Henderson Community College (HCC) recently received its ten-year accreditation. Dr. Warren thanked the Henderson County Fiscal Court on securing ARPA funds for HCC's advanced manufacturing centers. The facility is also doing renovations for the early childhood education program which will assist with childcare. The Pharmacy Tech Program, which started in the Fall, is full.

Dr. Scott Williams reported Owensboro Community & Technical College (OCTC) enrollment is up and close to pre-COVID numbers. New programs such as plumbing fast track certificate and Commercial Driver's License (CDL) have been added. Dr. Williams also announced the GO Females Program had its first graduates in the industrial maintenance field.

IV. INTERGOVERNMENTAL REVIEWS

Jessie Howard presented the following Regional Executive Orders:

**Henderson Municipal Boat Dock Project**  
City of Henderson KY2021-0922-1374

**Chiggerville Lane Water Line Extension**  
Ohio County Water District KY2021-0927-1392

**I-69 Ohio River Crossing**

Kentucky Transportation Cabinet KY2021-0927-1408

A motion was made by Al Mattingly and seconded by  
Curtis Dame to approve the above-stated Regional EO's.  
A vote was taken and the motion carried.

V. CHAIRMAN/EXECUTIVE DIRECTOR COMMENTS

Chairman Brad Schneider reported the Delta Regional Authority H2O project has filled all ten slots for Water/Wastewater apprenticeships.

Joanna Shake reported the GRADD staff is growing with the following new hires: Max Gee, Regional Transportation Planner; Maria Velazquez, Waiver Case Manager; Judi Mayo, NCOA Program Assistant; and Julie Godsey, AmeriCorps – Ombudsman Assistant. Donna Conley submitted her resignation effective October 11, 2021. Cyndi Isbill has come out of retirement to assist as part-time, temporary receptionist until a replacement is hired.

VI. OTHER BUSINESS

No other business to report.

VII. ADJOURNMENT

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

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Steve Henry, Secretary

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Brad Schneider, Chairman

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