

**GREEN RIVER AREA DEVELOPMENT DISTRICT
EXECUTIVE COMMITTEE MEETING**

TO: Green River Area Development District Board of Directors

FROM: Jiten S. Shah
Executive Director

SUBJECT: Minutes of the GRADD Executive Committee – April 8, 2020

The Executive Committee of the Green River Area Development District (GRADD) met on Wednesday, April 8, 2020, at 9:30 a.m., via Zoom and Teleconference. A quorum was present with the following members in attendance:

GRADD EXECUTIVE COMMITTEE MEMBERS PRESENT

DAVIESS COUNTY:	Al Mattingly, Jr. Henrietta Harris Robert Howard
HANCOCK COUNTY:	Johnny Roberts
HENDERSON COUNTY:	Brad Schneider William Markwell Janeth Nicolas
McLEAN COUNTY:	None present
OHIO COUNTY:	David Johnston
UNION COUNTY:	Adam O’Nan
WEBSTER COUNTY:	Steve Henry

EXECUTIVE COMMITTEE MEMBERS ABSENT

DAVIESS COUNTY:	All present
HANCOCK COUNTY:	All present
HENDERSON COUNTY:	All present
McLEAN COUNTY:	*Curtis Dame
OHIO COUNTY:	All present
UNION COUNTY:	All present
WEBSTER COUNTY:	All present

*Excused absence

GUESTS AND STAFF PRESENT

Jiten Shah, Executive Director, GRADD
Joanna Shake, Associate Director for Community & Economic Development, GRADD
Jennifer Williams, Associate Director for Social Services, GRADD
Debra James, Associate Director of Finance & Administration, GRADD
Jodi Rafferty, Associate Director for Workforce Development, GRADD
Gina Boaz, Regional Transportation Planner, GRADD

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Blake Edge, Community Development Planner, GRADD

Cyndi Isbill, Support Services Technician, GRADD

Kim Wells, Executive Assistant/Communications Manager, GRADD

I. CALL TO ORDER

Chairman David Johnston called the meeting to order and asked Kim Wells to conduct roll call.

II. SECRETARY'S REPORT

Secretary Al Mattingly, Jr., presented the minutes of the February 12, 2020, GRADD Board of Directors meeting.

A motion was made by Brad Schneider and seconded by Adam O’Nan to approve the secretary’s report for the February 12, 2020, GRADD Board of Directors meeting. A vote was taken and the motion carried.

III. FINANCE REPORTS

Treasurer Steve Henry presented the treasurer’s report for the period of July 1, 2019 – January 31, 2020.

A motion was made by Al Mattingly, Jr., and seconded by Adam O’Nan to approve the treasurer’s report for the period of July 1, 2019 – January 31, 2020, which is subject to audit. A vote was taken and the motion carried.

Treasurer Steve Henry presented the treasurer’s report for the period of July 1, 2019 – February 29, 2020.

A motion was made by Brad Schneider and seconded by Al Mattingly, Jr., to approve the treasurer’s report for the period of July 1, 2019 – February 29, 2020, which is subject to audit. A vote was taken and the motion carried.

IV. NEW BUSINESS

A. County Updates – COVID-19

The county judge/executives gave an update from their respective counties, which included teleworking, the effort to get personal protective equipment, and fielding the questions and concerns from their constituents.

B. GRADD Update

Jiten Shah explained that GRADD staff began teleworking from home on Monday, March 23, 2020. There have been some challenges but the staff has continued to serve its clients, cities, and counties. At this time, the staff will remain teleworking through the end of April.

C. New Executive Director Signature Approval

Jiten Shah explained that Independence Bank would need approval to add Joanna Shake and approval to keep Chairman David Johnston as a signatory on GRADD's accounts.

A motion was made by Al Mattingly, Jr., and seconded by Adam O'Nan to approve Joanna Shake and to keep Chairman David Johnston as a signatory on GRADD's accounts. A vote was taken and the motion carried.

D. Health Insurance 2021 – State Health Insurance Plan

Jiten Shah explained that during GRADD's 2020 health insurance renewal, staff had looked at the health plans the Kentucky Personnel Cabinet offers and learned the rates were comparable to those that GRADD currently offers its employees. Mr. Shah noted plan benefits and costs would not be available until September, but a resolution would be brought to the executive committee in May or June approving GRADD staff to send a letter of intent to join the State plan in July.

E. Revolving Loan Fund (RLF) Plan Amendment #4

Joanna Shake explained the Revolving Loan Fund Plan Amendment will provide GRADD's RLF clients economic relief due to business closings resulting from the Kentucky State of Emergency Executive Order 2020-215 dated March 20, 2020. If approved, the GRADD Board of Directors shall have the authority, for good cause, to grant a moratorium on the repayment of principal and/or interest for a period of time reviewed on a case-by-case basis; however, such a moratorium shall never exceed one-tenth of the life of the loan. During the moratorium period, interest will be accrued and capitalized.

A motion was made by Steve Henry and seconded by Al Mattingly, Jr., to approve the Revolving Loan Fund Plan Amendment #4 to assist GRADD's RLF clients with economic relief due to business closings. A vote was taken and the motion carried.

F. Revolving Loan Fund (RLF) Plan COVID-19 Resolution

Joanna Shake explained the Revolving Loan Fund Plan COVID-19 Resolution is being presented for approval to assist small businesses that have been adversely impacted by an Executive Order directed that all non-life sustaining businesses cease operations effective March 26, 2020. This resolution will allow the GRADD Board of Directors to appropriate \$250,000 of its RLF loan pool to assist small businesses impacted by COVID-19 for working capital. The following criteria will be implemented and amended into the current GRADD Revolving Loan Fund Plan:

- Loan amounts will range from \$5,000 to \$25,000;
- Deferral eligibility will be for up to six months with interest accrued; and
- The interest rate will be 75-percent of the Wall Street Journal prime rate with terms ranging from 12 to 60 months.

A motion was made by Adam O’Nan and seconded by Al Mattingly, Jr., to approve the Revolving Loan Fund Plan COVID-19 Resolution to appropriate \$250,000 to a loan pool to assist small businesses impacted by COVID-19. A vote was taken and the motion carried.

G. Senior Meals – Additional Revenue

Jennifer Williams explained that as Governor Steve Beshear announced, there has been \$3.2 million added to the senior meal program in Kentucky; of that, GRADD has received \$50,000 for its congregate meal sites and \$100,000 for its Home Delivered Meal Program. The order has also relaxed rules on who would receive meals through the program, meaning that anyone over the age of 60, regardless of need, can receive a meal. Ms. Williams also reported the program has added over 300 clients to the program and are receiving over 100 phone calls per day. Also, Ms. Williams gave an update on the transitional care program that Bill Cooper has been working on with Aetna Insurance. This contract is getting very close to being finalized and depending on how long restrictions are during COVID-19, it could be as soon as July.

H. Workforce and Unemployment Benefits Update

Jodi Rafferty gave an update on unemployment insurance during COVID-19. She referenced that GRADD does not administer this program but are receiving many questions. She also referenced the Unemployment Insurance Worksheet she had distributed to the group earlier. Ms. Rafferty has suggested that individuals should be patient and persistent as the local career center has been receiving over 300 calls daily.

I. Scope of Work 2021

Jiten Shah presented the Fiscal Year 2021 Scope of Work, which is a compilation of all programs and services administered at GRADD in the Aging & Social Services, Community & Economic Development, and Workforce Development departments. It is being submitted for review and approval.

A motion was made by Steve Henry and seconded by Al Mattingly, Jr., to approve the Fiscal Year 2021 Scope of Work. A vote was taken and the motion carried.

J. Intergovernmental Reviews

Blake Edge presented the following Regional EOs:

DR4428 City of Corydon Wastewater Pump Station Generators

City of Corydon KY202002070097

City of Henderson Sports Complex Phase I

I-69 ORX Phase I Construction

Kentucky Transportation Cabinet (KYTC) KY202002250146

A motion was made by Brad Schneider and seconded by Al Mattingly, Jr., to recommend endorsement of the above-stated Regional EOs. A vote was taken and the motion carried.

V. ANNOUNCEMENTS

A. Personnel Updates

GRADD has hired Trey Pedley as the Community & Economic Development Associate Director. His start date will be May 4, 2020. Also, Jessica Burk, aging case manager, has submitted her resignation as of April 2, 2020. She has decided to pursue other employment and further her career.

Al Mattingly, Jr., would like to further a conversation regarding the possibility of hiring a regional communications representative.

B. Legislative Updates

Al Mattingly, Jr., reported he received word that the CERS Separation legislation had passed, however, he had not gotten confirmation on that as of today.

Jiten Shah gave a brief update on the legislative session. He reported the general assembly has approved a one-year budget. In that budget, the Joint Funding Agreement was fully funded.

C. National Service Recognition Day Proclamation

Jiten Shah presented a National Service Recognition Day Proclamation proclaiming April 7, 2020, as National Service Recognition Day.

Mr. Shah went on to say that in program year 2019, local AmeriCorps members offered 47,632 hours of service, while Senior Corps members provided 206,619 hours of service in the Green River Area, in a vast variety of community nonprofit organizations, while demonstrating dedication and patriotism that remains with them in future endeavors.

A motion was made by Brad Schneider and seconded by Al Mattingly, Jr., to approve the National Service Day Proclamation. A vote was taken and the motion carried.

VI. ADJOURNMENT

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

