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GREEN RIVER AREA DEVELOPMENT DISTRICT EXECUTIVE COMMITTEE MEETING

TO: Green River Area Development District Board of Directors

FROM: Joanna Shake
Executive Director

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

The Executive Committee of the Green River Area Development District (GRADD) met on Wednesday, July 8, 2020, at 10:30 a.m., at the GRADD office in Owensboro, Kentucky. A quorum was present with the following members in attendance:

GRADD EXECUTIVE COMMITTEE MEMBERS PRESENT

DAVISS COUNTY:	Al Mattingly, Jr. Henrietta Harris
HANCOCK COUNTY:	Johnny Roberts
HENDERSON COUNTY:	Brad Schneider William Markwell
McLEAN COUNTY:	None present
OHIO COUNTY:	David Johnston
UNION COUNTY:	Adam O’Nan
WEBSTER COUNTY:	None present

EXECUTIVE COMMITTEE MEMBERS ABSENT

DAVISS COUNTY:	*Robert Howard
HANCOCK COUNTY:	All present
HENDERSON COUNTY:	*Janeth Nicolas
McLEAN COUNTY:	*Curtis Dame
OHIO COUNTY:	All present

UNION COUNTY: All present
WEBSTER COUNTY: *Steve Henry

*Excused absence

GUESTS AND STAFF PRESENT

Joanna Shake, Executive Director, GRADD
Trey Pedley, Director for Community & Economic Development, GRADD
Jennifer Williams, Director of Social Services, GRADD
Debra James, Director of Finance & Administration, GRADD
Jodi Rafferty, Director of Workforce Development, GRADD
Tom Massie, IT Manager, GRADD
Mariah Myres, Grant & Contracts Fiscal Manager, GRADD
Kim Wells, Executive Assistant/Communications Manager, GRADD

I. CALL TO ORDER

Chairman David Johnston called the meeting to order and asked everyone to stand and join him in the Pledge of Allegiance.

II. SECRETARY'S REPORT

Secretary Al Mattingly, Jr., presented the minutes of the June 10, 2020, GRADD Board of Directors meeting.

A motion was made by Al Mattingly, Jr., and seconded by Brad Schneider to approve the secretary's report for the June 10, 2020, GRADD Board of Directors meeting. A vote was taken and the motion carried.

III. FINANCE REPORT

Debra James, Finance Director, presented the treasurer's report for the period of July 1, 2019 – May 31, 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 – May 31, 2020, which is subject to audit. A vote was taken and the motion carried.

IV. NEW BUSINESS

A. CARES Act – Human Impact

Joanna Shake reported the Economic Development Administration (EDA) has provided a Coronavirus Aid, Relief, and Economic Security (CARES) Act Planning Grant

opportunity; of which, all 15 ADDs have "teamed up" under Department for Local Government's (DLG) leadership to submit one application. If awarded, the funds will be disbursed throughout the ADDs. The funding will be utilized in a variety of ways:

- To hire or supplement staff to create an Economic Resiliency and Recovery Plan for the GRADD region, which will bridge the Comprehensive Economic Development Strategy (CEDs) and Hazard Mitigation documents;
- To hire or supplement staff to determine community needs resulting from COVID-19; and
- To purchase technology to assist staff with these projects.

B. Board Meeting Schedule

Chairman Johnston opened a discussion on the GRADD Board of Directors meeting schedule. He wanted feedback on the possibility of going back to monthly meetings.

After a brief discussion, it was determined that the bi-monthly meetings, along with GRADD Executive Committee meetings, on the opposite months were working at this time.

C. Administrative Office of the Courts (AOC) Discussion

Chairman Johnston opened a discussion on the recent announcement that the Kentucky Administrative Office of the Courts (AOC) would be cutting statewide court facilities reimbursement by 50 percent, which would have a significant impact on counties that receive reimbursements to offset the costs of running the judicial centers.

Chairman Johnston closed the discussion by saying updates will be given in the future on this subject.

D. McLean County Designated Alternate

Chairman Johnston reported he received a letter from McLean County Judge/Executive Curtis Dame appointing Mayor Vicki Hughes as his proxy on the GRADD Board of Directors. This appointment is necessary due to the fiscal court meeting being held on the same day as the GRADD board meetings.

A motion was made by Al Mattingly, Jr., and seconded by Brad Schneider to approve Mayor Vicki Hughes as the McLean County Judge/Executive proxy on the GRADD Board of Directors. A vote was taken and the motion carried.

E. Phone System Replacement

Joanna Shake reported the current phone system was installed in 2001 and though a workhorse system, replacement parts can no longer be purchased and it has been failing. She is requesting \$1,470 to secure consultants to conduct a comprehensive audit of the existing system and

identify a newer phone system that will meet the needs of GRADD.

A motion was made by Adam O’Nan and seconded by Brad Schneider to approve the \$1,470 request to secure consultants to conduct a telephone system audit at GRADD. A vote was taken and the motion carried.

F. Personnel Update

Joanna Shake reported Ursula Mabrey has submitted her resignation effective July 24, 2020. Cyndi Isbill has submitted her retirement effective July 31, 2020, and Debbie James has submitted her retirement effective October 1, 2020.

It was suggested Mariah Myres be moved to Interim Finance Director effective immediately.

A motion was made by Al Mattingly, Jr., and seconded by David Johnston to appoint Mariah Myres as the Interim Finance Director effective immediately. A vote was taken and the motion carried.

G. Annual Dinner Update

Judge/Executive Johnny Roberts reported the Annual Dinner Committee met earlier today to discuss the 2020 GRADD Annual Dinner. He asked for feedback from the committee on the possibility of having an event during this time, due to COVID-19. After a brief discussion, Judge Roberts explained he would take the comments back to the Annual Dinner Committee for a final decision.

H. Sister Region Update

Vice Chairman Brad Schneider reported he had been in contact with the Sister Region Committee and it was discussed that the group would like to maintain the relationship with the Olomouc Kraj; possibly one with more cultural value, since there was no money set aside in the budget for the partnership in Fiscal Year 2021. It was also suggested a letter from Chairman Johnston be sent to Ladislav Oklestek, President of the Region.

I. State Health Insurance – Letter of Intent

Secretary Al Mattingly, Jr. explained that for GRADD to be considered to enter into the State Health Insurance Plan, a letter of intent must be sent to the Personnel Cabinet. This letter is exactly just that, a letter of intent and is not binding.

A motion was made by Al Mattingly, Jr., and seconded by Bill Markwell to approve a letter of intent to be sent to the Personnel Cabinet for GRADD to be considered for the State Health Insurance Plan. A vote was taken and the motion carried.

J. Communications Manager

Secretary Al Mattingly, Jr. reported that at the last meeting the committee discussed the possibility of hiring a communications person to be responsible for the GRADD region. After some discussion, Daviess County Fiscal Court decided it was pertinent to get this position in place and has placed an ad and is moving forward in the hiring process. What the fiscal court is proposing is to cost share this person with other counties that would be interested.

Chairman Johnston suggested a committee be formed to consider this position further and appointed Vice Chairman Brad Schneider, Secretary Al Mattingly, Jr., and Joanna Shake to the committee and asked that a report be given at the August GRADD Board of Directors meeting.

V. ANNOUNCEMENTS

Chairman Johnston reported that after the boardroom was set-up for physical distancing it was noted it would not accommodate the full board; therefore, the August 12, 2020, GRADD Board of Directors meeting will be held via Zoom.

VI. ADJOURNMENT

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

/kw



Secretary

Chairman