



300 GRADD Way
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**GREEN RIVER AREA DEVELOPMENT DISTRICT
EXECUTIVE COMMITTEE**

TO: Green River Area Development District Board of Directors
FROM: Hon. Johnny "Chic" Roberts, Secretary
SUBJECT: Minutes of the GRADD Executive Committee - July 10, 2024

The Executive Committee of the Green River Area Development District (GRADD) held a meeting on July 10, 2024, at 9:00 a.m. The meeting was held at the GRADD Office, 300 GRADD Way, Owensboro, Kentucky. A quorum was present with members in attendance listed below.

GRADD EXECUTIVE COMMITTEE MEMBERS PRESENT

DAVIESS COUNTY:	Charlie Castlen
	Henrietta Harris
HANCOCK COUNTY:	Johnny Roberts
HENDERSON COUNTY:	Brad Schneider
McLEAN COUNTY:	Curtis Dame
OHIO COUNTY:	David Johnston
UNION COUNTY:	Adam O'Nan
WEBSTER COUNTY:	Steve Henry

EXECUTIVE COMMITTEE ABSENT

DAVIESS COUNTY:	*Robert Howard
HANCOCK COUNTY:	All present
HENDERSON COUNTY:	Janeth Nicolas
	Bill Markwell
McLEAN COUNTY:	All present
OHIO COUNTY:	All present
UNION COUNTY:	All present
WEBSTER COUNTY:	All present

GUESTS AND STAFF PRESENT

Joanna Shake, Executive Director, GRADD

*Excused absence



Steve Henry, Chairman | Adam O'Nan, Vice Chairman | Johnny "Chic" Roberts, Secretary | Curtis Dame, Treasurer | Joanna Shake, Executive Director

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Mariah Myers, Director of Administration, GRADD
Leslie Wilson, Director of Social Services, GRADD
Blake Edge, Director of Community & Economic Development, GRADD
Michelle Drake, Director of Workforce Development, GRADD
Sarah Duncan, Director of Waiver Services, GRADD
Lisa Flahardy, Aging Contract Specialist, GRADD
Kim Wells, Executive Assistant, GRADD

I. CALL TO ORDER

Chairman Steve Henry called the meeting to order at 9:00 a.m.

II. NEW BUSINESS

1. Title III Home Delivered Meals Unit Cost Increase

Lisa Flahardy explained GRADD had received requests from the county senior services providers to increase reimbursement cost of the congregate and home delivered meals (HDM). This request was made due to the continued increase in the cost of supplies, salary increases to retain meal drivers and increases in cost of mileage reimbursements. After much discussion, it was decided the request could be considered due to having remaining American Rescue Plan Act (ARPA) funds that need to be expended by September 30, 2024. Mrs. Flahardy reviewed the funds, each increase requested, reviewed the average of costs and is recommending increasing congregate reimbursement to \$5.00 per meal and Title III HDM reimbursement to \$10.00 per meal. ESMP meal cost will not increase because there are no ARPA funds in this program and these programming funds are being reduced in Fiscal Year 2025. Mrs. Flahardy also noted this increase will begin July 1, 2024 and will end September 30, 2024 or when the ARPA funds are depleted, whichever comes first. The Green River Area Council on Aging met on June 4, 2024 and approved the increase and are submitting it to the GRADD Executive Committee for further approval.

A motion was made by Henrietta Harris and seconded by Charlie Castlen to approve the temporary increase of unit cost to \$5.00 per meal for congregate meals and \$10.00 per meal for home-delivered meals provided by senior services providers in each of GRADD's seven counties, with an effective date of July 1, 2024, through September 30, 2024, or when available ARPA funds are expended, whichever comes first. A vote was taken and the motion carried.

2. Personnel Policy Amendments

Joanna Shake reviewed the following GRADD Personnel Policy amendments, noting that policies are ever evolving and would potentially need to be amended every so often to remain current.

Though the Telework Policy is fairly new, it did need to be amended to add clarification as to who is eligible for telework.

Page 18 A. Automobile Safety

The following will be added to the Automobile Safety portion of the GRADD Personnel Policies: Unless hands-free devices are available, employees are prohibited from cell phone use, use of PDA's and texting while driving. If hands-free capability does not exist, drivers need to pull off the road to conduct conversations or to review e-mails and text messages. GRADD does not require employees to make business calls while driving.

Judge/Executive Charlie Castlen questioned if this policy could include personal cars as several employees use their personal vehicles for work business. He suggested reaching out to the Kentucky Association of Counties (KACo) to confirm,

A motion was made by Johnny Roberts and seconded by Henrietta Harris to approve the Telework, Holidays and Automobiles (GRADD-Owned Vehicles) amendments to the GRADD Personnel Policies. A vote was taken and the motion carried.

3. Fair Labor Standards Act (FLSA) Changes

Joanna Shake reported that beginning on July 1, 2024 new federal labor laws went into effect and GRADD's compensation and overtime policy would need to be updated. Currently, employees who work over 37.5 hours are allowed to readjust schedules to compensate during the time period but new laws require the employee to adjust time during the same work week. GRADD will also amend its policy to exclude compensatory leave for any employee working over 40 hours. Employees now will be required to be paid time and half for any time worked over 40 hours. Prior approval from the employee's supervisor and director will be required. Mrs. Shake believes this situation will be a rare occurrence and one that will be looked at on a case-by-case basis.

A motion was made by Johnny Roberts and seconded by Henrietta Harris to approve the amended policies to align with the Fair Labor Standards Act. A vote was taken and the motion carried.

4. Aetna Contract Update

Sarah Duncan updated the committee about a possible partnership between GRADD and the Aetna Transitional Care Pilot. The partnership will serve 30 to 40 individuals who have been released from the hospital, screened and referred to GRADD for case management with the purpose of preventing/decreasing hospital readmissions. Currently, Aetna is finalizing the contract for final approval and signatures from GRADD.

After a discussion regarding GRADD's exposure by partnering with a private entity, it was submitted for approval for GRADD representatives to sign off on the program.

A motion was made by Brad Schneider and seconded by Charlie Castlen to grant approval for GRADD to partner with Aetna and the Transitional Care Pilot Program. A vote was taken and the motion carried.

5. Fiscal Year 2024 Final Revised Budget

Treasurer Curtis Dame presented the Fiscal Year 2024 Final Revised Budget for review and approval. He explained this revision is to shore up line items for auditing purposes.

Some significant changes to note on the revenue side would be the deferment of project administration revenues under Community and Economic Development. These funds will be used in the upcoming fiscal years when the work is completed. The second significant change would be the addition of \$3.7 million under the Medicaid Waiver Program. In Fiscal Year 2024, GRADD has processed nearly \$22.8 million in wages through this program. The final revenue change to note would be revisions to Workforce Investment O Act QUEST grant and the H2O program under Workforce Development. These grants are multi-year grants, so the revenue is being corrected for ongoing fiscal years. Treasurer Dame continued to discuss the expense side of the revised budget, which GRADD is adjusting the board/committee travel and training line to reflect actual expenses for the fiscal year. Additionally, Mariah Myres is correcting the contractual service and direct program expenditures line to reflect actual estimated expenses for year end.

A motion was made by Curtis Dame and seconded by Charlie Castlen to approve the Fiscal Year 2024 Final Revised Budget. A vote was taken and the motion carried.

6. Loan Delinquencies

Blake Edge reviewed the list of loan delinquencies funded through the Revolving Loan Program. The Green River Economic Development met on July 3, 2024 and discussed at length the outstanding loans and the current actions being taken to assess the processes for dealing with non-performing loans.

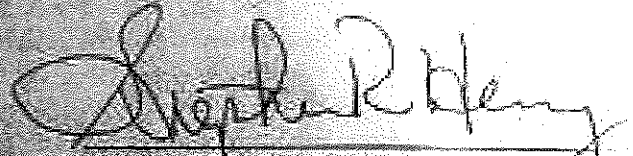
For the next meeting, the Committee requested information from the Revolving Loan Program that includes the total number of jobs created from loans since its inception and county specific loans.

III. ADJOURNMENT

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

/kw


Johnny "Chic" Roberts, Secretary


Stephen R. Henry, Chairman