

Executive Committee Minutes

December 21, 2022

The Executive Committee met Wednesday, December 21 at Bluegrass Area Development District offices. Mayor James Smith called the meeting to order at 11:00 a.m. The following members were present:

Anderson County Judge Orbrey Gritton	Bourbon County Judge Mike Williams	Boyle County
Clark County Mayor Ed Burtner	Estill County Judge Donnie Watson	Fayette County
Franklin County Judge Huston Wells	Garrard County	Harrison County Mayor James Smith
Jessamine County	Lincoln County	Madison County Mayor Robert Blythe
Mercer County Mike Sanford	Nicholas County Judge Steve Hamilton	Powell County James Caudill
Scott County Jared Hollon	Woodford County Mayor Brian Traugott	

Others present were:

Staff	Guests
Michael Buschmann	Bob Casher
David Duttlinger	Greyson Evans
Amy Glasscock	Logan Hart
Eastman Johnson	Staci May
Shane New	Kelly Rode
Celeste Robinson	Mary Schmidt
Donald Smith	
	Brad Hayes

A quorum was declared present.

Chair James Smith directed the Board to pages 1-6 of the packet for the October Executive Committee Meeting Minutes and the October Board of Directors Meeting minutes asked for approval. A motion was made by Mayor Burtner and seconded by Judge Gritton to approve the October 26, 2022 Executive Committee meeting minutes and the October 26, 2022 Board of Directors meeting minutes. The motion carried.

Michael Buschmann directed the members to the handout for the November Financial Report. We currently have a fund balance of -\$291,000. This is due to timing of payments received from the state. We will see the same up and down trend as we have in previous years. Mayor Burtner asked for clarification that the organization is comfortable with the current financial position and when numbers are predicted for the future the organization is not operating with negative fund balances. Michael Buschmann confirmed that he is comfortable with the current financial position. Mayor Burtner made a motion to approve the November Financial Report. The motion was seconded by Judge Gritton. The motion carried.

Michael Buschmann presented the November Report on Investments. He indicated that we had beginning balances of \$646,000. There were no deposits from the dentist this month because they paid early in the previous month. A motion was made by James Caudill to approve the November Report on Investments. The motion was seconded by Mayor Blythe. The motion carried.

Secretary Mike Sanford asked for approval for the Credit Card vouchers e-mailed to the members prior to the meeting for review. A motion was made by Judge Wells and seconded by James Caudill to approve the vouchers. The motion carried.

Reports of Committees and Councils

Area Agency on Aging and Independent Living Aging Advisory Council

Celeste Robinson presented the report to the board for the Aging Advisory Council. The last meeting took place on November 9, 2022 at the Richmond Senior Center, with an option to attend via Zoom. Anne Yastremski from Honor My Decision was the guest speaker for the meeting. The next meeting will be held on January 11, 2023 at 10:00 am in the Bluegrass ADD Conference Room.

Bluegrass Regional Planning Council

Shane New presented the report for the Planning Council in Eastman Johnson's absence. The council met on November 22, 2022. Representatives from the International City/County Management Association, Cadmus, the city of Maysville and the Joint Planning Commission were guest speakers for the meeting. They presented on solar energy and accommodating utility-scale solar. The next meeting will be held on January 24, 2023.

Homeland Security Council

James Whisenhunt presented the report for the Homeland Security Council. The meeting took place on October 17, 2022. There were no guest speakers for the meeting. Instead, the meeting was dedicated to looking at the function of the council. The council was originally created to help channel new funding after the September 11th attacks. That funding no longer exists. The council will look at rebranding itself to be geared more toward Emergency Management. The next meeting will be on December 21, 2022.

Human Services Advisory Committee

Donald Smith presented the Human Services Advisory Committee Report. The Committee met on October 28, 2022. Ellery Denny and Amelia Berry with the "Just Say Yes" program in Franklin County were guest speakers. The next meeting was scheduled for December 16, 2022.

Tourism, Historic Preservation and Recreation Advisory Committee

Logan Hart presented the Tourism, Historic Preservation, and Recreation Committee Report. The Committee met on November 8, 2022 at the Winchester-Clark County Tourism Office. The next meeting will be January 12, 2023 at the Bluegrass ADD. Since the meeting will be held at the ADD, it will be a hybrid meeting. This will be the first meeting with new Chair Judge James Kay leading.

Bluegrass Area Water Management Council

Bob Casher gave the report for the Bluegrass Area Water Management Council in Karyn Leverenz's absence. The council meet on October 21, 2022 via Zoom. In lieu of a traditional speaker, Ms. Sandy Williams and Mr. Russel Neal with the Kentucky Division of Water were on hand to answer questions about SRF/CWP/BIL/etc. The next meeting will be held in January.

Natural Resources and Environmental Protection Advisory Committee

Bob Casher gave the report for the Natural Resources and Environmental Protection Advisory Committee in Karyn Leverenz's absence. The Committee met on September 21, 2022 via Zoom. Sunni Carr-Leach from the Office of Kentucky Nature Preserves was the guest speaker for the meeting. The next meeting is scheduled for January 18, 2023.

A motion was made by Judge Gritton to approve all of the reports of committees and councils. The motion was seconded by James Caudill. The motion carried.

David Duttlinger presented the District Staff Report for the Committee. We have scheduled an orientation for new board members on January 25, 2023. The election has resulted in much turnover for our counties and are excited to help those newly elected officials learn about the Bluegrass Area Development District. The Board of Directors meeting will follow the orientation. David Duttlinger has asked Joe McKinney, Executive Director of NADO (National Association of Development Organizations) to be the guest speaker for the Board of Directors meeting.

Mr. Duttlinger also reported that the ADD has been able to provide a pay increase to support brokers for the PDS program. Some of the funding comes through what is known as Appendix K. This will be somewhat of a risk for the ADD because the Appendix K funding will end eventually. We will continue to advocate for a more competitive reimbursement rate for the support brokers.

Mr. Duttlinger asked the Department Heads to give updates for their departments.

Celeste Robinson presented the Aging Department update. The State has provided expanded senior meal funds. The ADD is using those funds to eliminate the home delivered meals wait list. For all counties, except Fayette, the waitlist has essentially been eliminated. Staff is thinking outside the box to get that waitlist eliminated in Fayette County, currently working with a company called Mom's Meals to try to get those meals delivered.

A conversation ensued regarding Dementia and those affected by it. David Duttlinger indicated that the ADD is in the process of becoming a Dementia friendly organization. Celeste Robinson indicated that the program is currently only for Lexington, but would like to see the program expand.

Shane New presented the Community Planning Department update. The Hazard Mitigation Plan has been completed in house and has been turned over to the state. The Recreational Trails Program and Land and Water Conservation Fund applications will open in January and are turned in at the end of May. The FCC broadband maps are available, but are proving to be inaccurate.

Mr. Duttlinger reviewed the status of the Audit. Typically by this time of year, the audit has been completed and would be presented at this time. However, we are not in a position to be able to present the annual audit at this time. This is mostly due to the tremendous amount of staffing turnover. We have asked and were granted extensions from the Department of Aging and Independent Living and from LRC. We plan to present the audit to the Audit Committee in February and present the audit to the Executive Committee on the fourth Wednesday of February 2023. Mr. Duttlinger asked Brad Hayes of RFH, PLLC to explain some of the difficulties in completing the audit from his perspective. RFH is waiting for ADD staff to complete certain schedules that were not completed due to staff turnover. Those schedules are needed in order to “test” for accuracy. Brad Hayes indicated that he expects there to be one to two findings related to some internal controls. The major federal programs have been tested and Brad does not think there will be any findings regarding those programs.

Mayor Burtner asked about sequence of approvals for the audit. Brad Hayes indicated that RFH will complete the audit, it then goes to the state to be reviewed. When the state has finished reviewing the audit, it will be published for the Executive Committee. Mayor Burtner stressed the importance of transparency.

Staci May presented the Joanie Bernard Grant (referred to as the Cat Program) update. For background purposes the Joanie Bernard Foundation, an animal welfare group, started working with the Northern Kentucky Area Development District about seven years ago. After success there, they wanted to continue to expand the program into Kentucky. The ADD has partnered with them since that time. The upcoming year includes funding of \$250,000, which includes payment for Team Shelter USA. The remaining funds will be used to spay/neuter cats as previously agreed. Commonwealth Veterinary Clinic has agreed to join the program for Scott County. Judge Gritton made a motion to approve the Commonwealth Veterinary Clinic as a provider for Scott County. Judge Watson seconded the motion. The motion carried.

Amy Glasscock presented the Workforce Department update. She indicated that Workforce had the opportunity to meet with the Department of Labor in November. We are the only Area Development District in Kentucky that they chose to meet with. They talked best practices, concerns and Kentucky’s data management system. The Department continues programming with Oculus virtual headsets for career training. We have even started using them at high school career fairs.

Amy Glasscock also reviewed significant changes to Kentucky’s Unemployment Insurance due to HB4. Changes include work requirements, number of eligible weeks, and the definition of suitable work. Mayor Burtner asked if the information could be provided digitally. Amy Glasscock indicated that she would share the information with them digitally.

Construction has started at the Career Center in Lexington. It should be completed in 8-12 weeks. Once completed the Unemployment Insurance and Wagner Peyser Staff with the Education and Labor Cabinet will move to that space.

Logan Hart presented the 2022 GPRA Report. As the designated Economic Development Agency for the region, we are required to report to the EDA annually. The report that was completed can be found on page 20 of the packet. We worked on a total of 319 projects for the year. Our region has seen over \$345,000,000 in private investment this year.

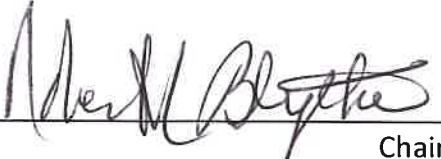
Judge Wells made a motion to approve the District Staff Report. The motion was seconded by Judge Watson. The motion passed unanimously.

There are a total of 22 KIRPs listed for approval in the packet. Judge Gritton made a motion to approve the KIRPs. Judge Williams seconded the motion. The motion carried.

There being no further business, the committee asked for a motion to adjourn. A motion was made by Judge Williams and seconded by Judge Wells. The meeting adjourned at 1:05 p.m.



These minutes and attachments having been approved by the Board of Directors of the Bluegrass Area Development District on January 25, 2023 are hereby made part of the permanent records of the district.


Chair
Mayor Robert Blythe