

Lake Cumberland Area Development District, Inc.
Executive Committee
April 18, 2018

Call to Order

Mayor Curtis Hardwick, Chair, called the meeting to order at 8:30 a.m. central time in the large conference room of the ADD office in Russell Springs, Kentucky. Members of the Executive Committee present were Judge Mike Anderson, Mr. Allan Chapman, Mayor Bill Dick, Judge John Frank, Mayor Nicky Smith, Judge John Phelps, Jr., Mayor Curtis Hardwick, Mr. Eddie Wesley, Ms. Sharon Payne and Judge Gary Robertson. Staff present included Executive Director Darryl McGaha, Deputy Executive Director Nick Hazel, Ms. Jean Wilson, Mr. Tony Meeks, Ms. Judy Keltner, Mr. Neal Cundiff, Mr. Jeric DeVore, Ms. Susan Taylor, Ms. Gwen Landis and Attorney Derrick Helm.

Approval of Minutes

Judge John Phelps, Jr., Vice Chair asked if anyone had any questions or comments regarding the minutes of the previous meeting (03/22/18). There being none, Judge Mike Anderson offered the motion to approve the minutes as e-mailed. The motion was seconded by Judge Gary Robertson and unanimously carried.

P & F Report

Judge John Phelps, Jr., Committee Chair reported the P&F Committee had met prior to the Executive Committee and reviewed the monthly Financial Report. Mr. Tony Meeks, Director of Finance, presented the Financial Report to the Executive Committee. JFA is at budget with the allocated amount. PDS is \$150,000 in the red with the revenues reported through March. Aging is running month to month. WIOA will zero out at the end of the fiscal year. The expenses are down \$479,000 from last year at this time. There is a reduction in salaries and burdens overall which has helped the budget. Judge Phelps, Jr. stated the P&F Committee recommended accepting the Financial Report. A copy of this report is attached and made a part of these minutes. Mayor Bill Dick made the motion to accept the Financial Report as presented and Judge John Frank seconded. Motion carried.

Executive Director Darryl McGaha informed the committee that the LCADD has a contract with LTADD to be service contractor as well as one stop operator. The contract is budgeted for five (5) career managers. Mr. Richie Buckler was hired as a career manager for Bardstown. Ms. Terri Thomas has resigned and a job posting for career manager in Lebanon has been posted.

Ms. Cathe Haynes, Pulaski County Senior Center Director, has given her notice of retirement, and her job has been posted. Ms. Mitzi Hay, Taylor County Senior Center Director, has given her notice of retirement, effective May 1st. This job was also posted and there have been three (3) interviews.

Ms. Tracey Murrell and Ms. Pam Jones, aging case managers, have been on probation for six (6) months. Executive Director McGaha is recommending for them to stay on probation an additional two (2) months. When they were hired there was a freeze on accepting new clients. The freeze has been lifted and Ms. Murrell and Ms. Jones are in the process of receiving the needed training to do assessment of new clients.

Executive Director McGaha recommended for Ms. Barbara Wilham, social service assistor, to be hired permanently, her six (6) months' probation expired on April 9th. After discussion Mayor Nicky Smith recommended Ms. Wilham to be removed from probation. Judge Gary Robertson seconded and motion carried.

Executive Director McGaha introduced Attorney Derrick Helm, legal counsel for the ADD. Executive Director Darryl McGaha informed the P&F Committee that the ADD had received an open record request from a law firm in Lexington, Rose, Grash, Camenisch, Mains, PLLC. We had three (3) days to respond. The information that was ask for was who comprised the Board of Directors, all subcommittees, contractors list and salaries, every position within the ADD, names, titles and salaries, as well as documentation of the Executive Director's salary and benefits. The information was given to Attorney Derrick Helm and he forwarded it on to Rose, Grash, Camenisch, Mains, PLLC.

Deputy Executive Director Nick Hazel stated that he might be getting a subpoena, in regards to a PDS employee. A lawyer called and asks Deputy Executive Director Hazel for employment information. Deputy Executive Director Hazel informed them that we were not the employer for PDS and could not give out that information. Attorney Derrick Helm sent a letter explaining that the ADD was not their employer and could not give out that information. The lawyer called Deputy Executive Director Hazel again and asks for the information and made the comment that she would send a subpoena.

Executive Director Darryl McGaha informed the committee that the Roberts Rule of Order was not listed in our By-Laws. Also the Personnel and Finance Committee is not listed as a standing committee in the By-Laws. After discussion Mayor Bill Dick made a motion to update the By-Laws to include the Roberts Rule of Order and to add the Personnel and Finance Subcommittee. Mr. Allan Chapman seconded and motion carried. The By-Law Amendments will be brought before the Executive Committee at the April meeting.

Executive Director Darryl McGaha advised the committee that there had been an application received for the position of Senior Center Director in Pulaski County. The applicant's husband works for the LCADD Central Kitchen. They would have different supervisors and not be working together. This was brought before the P&F Committee and is for information only.

Mayor Curtis Hardwick welcomed Attorney Derrick Helm.

Insurance Update

Executive Director Darryl McGaha informed the committee that the ADD is looking at insurance prices for the coming year.

MAP811—Medicaid

Mr. Jeric DeVore, Director of Senior Services, updated the committee about an application that was applied for last August. The application was to be a Medicaid Home Delivery Provider. It would give the ADD extra revenue. Since August of last year, there has been a lot of information provided to them. On March 24th, a request has been made for social security numbers of the LCADD Board and board members. After discussion Judge John Frank made a motion to take this before the LCADD Board. Ms. Sharon Payne seconded and motion carried.

Planning Department Update

Mr. Neal Cundiff, Transportation Director, gave an update on Planning. Mr. Cundiff provided solid waste plans for Casey, Cumberland and Wayne Counties. The planning department has been asked to

map gas meters. The City of Liberty has asked for the Planning Department to do a zoning map. Mr. Cundiff stated if there was anything the ADD can do please contact him.

Surplus Equipment

Executive Director Darryl McGaha presented the committee with a list of equipment that was obsolete and not working that needed to be disposed of due to condition. List of said equipment is attached to and are a part of these minutes. Following review and discussion, Mr. Allan Chapman made a motion to declare equipment surplus to be properly disposed of. The motion was second by Ms. Sharon Payne. Motion carried

KIRPS

There were three (3) KIRPs presented for Committee endorsement, that being KY201804100249, KYKY20184160279 and KY201804160280. Following review Mr. Allan Chapman made a motion to endorse KIRPs as presented. Second was made by Ms. Sharon Payne. Motion carried.

Other

Executive Director Darryl McGaha informed the committee that the Pension Bill will cause retirement percentage paid by the ADD to go up approximately 2%.

Executive Director Darryl McGaha explained that the Workforce Workman Comp Insurance was carried under the ADD. Before Ms. Charla Sands left she incorporated the Workforce Board with the state and it is a 501C3. Attorney Derrick Helm is working to get the Workforce Board listed with federal. When this is completed the Workforce Board will have their own Workman Comp Insurance.

Adjourn

With no other business Judge Mike Anderson made a motion to adjourn at 9:30 am. CT and Ms. Sharon Payne seconded.

Mayor Curtis Hardwick, LCADD Bd. Chair

Judge John Frank, LCADD Secretary

