

Lake Cumberland Area Development District, Inc.
Executive Committee
December 20, 2017

Call to Order

Mr. Eddie Wesley, 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 Mr. Allan Chapman, Mayor Bill Dick, Judge John Phelps, Jr., Mr. Eddie Wesley, Judge John Frank, Mayor Curtis Hardwick and Judge Gary Robertson. Staffs present included Executive Director Darryl McGaha, Deputy Executive Director Nick Hazel, Ms. Judy Keltner, Ms. Kim Foley, Mr. Neal Cundiff, Ms. Susan Taylor, Ms. Jean Wilson, Mr. Jeric Devore, Mr. Chris Ford and Mr. Tony Meeks.

Audit Report

Mr. Skip Campbell with Campbell, Rutledge and Myers, presented the FY17 Audit to the Executive Committee. A copy of this audit is on file in the Finance Department of the LCADD and is made a part of these minutes and was distributed for everyone's review. Mr. Campbell informed the committee that he had went over the audit in detail with Executive Director Darryl McGaha, Deputy Director Nick Hazel and Mr. Tony Meeks, Director of Finance. Following Mr. Campbell's presentation, he advised there were no findings or questioned costs for FY17. Mayor Curtis Hardwick made a motion to accept the FY17 Audit Report. Mr. Allan Chapman seconded and motion carried.

Approval of Minutes

Mayor Curtis Hardwick, asked if anyone had any questions or comments regarding the minutes of the previous meeting (11/15/17). There being none, Judge John Frank made a motion to approve the minutes as e-mailed. The motion was seconded by Judge Gary Robertson and motion carried.

P & F Report

Mr. Tony Meeks, Director of Finance, presented the Financial Report for December; copy is attached and is made a part of these minutes. Mr. Meeks informed the committee that the LCADD is on track where we should be financially. The first quarter of transportation contract monies have been received. There is an anticipated cut of 17.4% cut expected in the JFA and KIA budgets. The ADDs are still waiting on DAIL (Department of Aging and Independent Living) to see if there will be any more cuts to this program.

Mr. Meeks informed the committee the KRS (Kentucky Retirement System) established the CERS employer contribution rates pursuant to KRS 61.565 AND 61.702. These will go into effect July 1, 2018 and they are: Fiscal Year 2018-2019

- CERS Nonhazardous 28.05%
- CERS Hazardous 47.86%

After discussion Mayor Bill Dick made a motion to approve the financial report and Mr. Allan Chapman seconded. Motion carried.

Personnel

Executive Director Darryl McGaha informed the committee that Ms. Robin MacDougal had been hired as a part time Care Attendant. Ms. Kim Foley, Director of Aging, will be retiring January 31, 2018 and Director McGaha stated that Ms. Foley would not be replaced. The Aging Department will be reorganized and the Aging Department will be divided into two divisions. Ms. Gwen Landis will be Co-Director of LCAAAIL-Aging Division-ICC/CM Coordinator and Ms. Susan Taylor will be Co-Director of LCAAAIL-Social Service Division. Ms. Rhonda Padilla, (ADRC-Aging Disability Resource Center) will be moving under the PDS (Participant Directed Services) Program. Ms. Jennifer Burton, PDS Service Advisor, will be transferred to WIOA as a Case Manager. He also stated that the State has given the ADD the authority to use Temp Services for Care Attendants. Judge John Phelps, Jr. made a motion to accept the reorganization of the Aging Department and to use a Temp Service. Judge John Frank seconded and motion carried.

Janitorial Bids had been placed in surrounding newspapers. There were five (5) sealed bids received and they are:

Joyce Wheat- bid on main office building- No insurance	\$ 677.77 monthly
Sonya Kinnett- bid on both buildings- No insurance	\$1700.00 monthly
Corbin Cleaners- both buildings- Insurance, no references	\$1200.00 monthly
Love to Shine- both buildings- Insurance, references	\$1025.00 weekly
B & H Cleaning- bid on both buildings-Insurance, references	\$1581.66 monthly

and will clean carpet & buff tile twice a year.

After scoring (scoring sheets are attached and a part of these minutes) and discussion Judge John Frank made a motion to hire B&H Cleaning with a three (3) year annual renewal option. Judge John Phelps, Jr. seconded and motion carried.

ADF Funds

One Area Development Fund (ADF) application was received from the City of Russell Springs. They are applying for \$42,188.42 to purchase two (2) vans for the Senior Center Central

Kitchen. The vans will be leased to LCADD to deliver meals to the 10 Senior Centers throughout the LCADD region. The application was presented and approval for submittal to the Kentucky Department for Local Government (DLG) was requested. Judge Gary Robertson made a motion to approve the application for submittal to DLG for ADF funding. Mr. Eddie Wesley seconded and the motion passed.

Lawsuit Mediation

Executive Director Darryl McGaha informed the committee that he had spoken with Winter Huff, attorney with KACO, regarding the Donna Tucker case that was brought against the ADD, and she said the case had been dropped without prejudice. Ms. Huff informed him that there was going to be mediation on December 8th in regards to this case. Director McGaha stated that the Mediation had been cancelled and would be rescheduled at a later date.

By-Law Revision

Executive Director Darryl McGaha advised that the by-laws needed to be revised regarding Open Records and Open Meetings to be in accordance with HB189.

Page 2, Article III Meeting of Membership

Add Section 1:

Change Section 1 to Section 2: Annual Meeting moved to page 3
Change Section 2 to Section 3: Membership Meetings
Change Section 3 to Section 4: Meeting Notices
Change Section 4 to Section 5: Special Meetings
Replace paragraph under Section 4/5: Special Meetings

Page 6, Article V Director's Meeting, Section 3, Special Meetings of the Board of Directors

Strike out five (5) Board members, add *the majority of members*
Add *with date, time, place and agenda must be delivered to members, media and posted in a conspicuous place.* Start new sentence.
Add *public agencies may transmit written notice of special meetings by email to all public agency members and media organizations that: (1) file a written request with the agency (2) include their email addresses.*

Page 10, change Article X (Amendments) to Article XI and add *Kentucky Open Records Act, KRS 61.870 to 61.874* as Article X.

Add: *Comply with revised statues definitions and requirements concerning open records.*

After discussion Judge John Phelps, Jr. made a motion to accept these revisions. Mayor Curtis Hardwick seconded and motion carried.

HB 189 Update

Executive Darryl McGaha informed the committee that we have finalized the requirements of HB189 and will send to the Legislative Research Commission today. Mr. Allan Chapman made a motion to approve the requirements of HB189. Mayor Bill Dick seconded and motion carried.

Employee Health Insurance Update

Deputy Director Nick Hazel updated the committee regarding the Employee Health Insurance. He stated that the cost of insurance was going to a \$450,000 savings from last year.

Direct Service Contract with LTADD

Executive Director Darryl McGaha stated the LCADD had been approved to be the Direct Service Provider for Lincoln Trail ADD. There will be approximately \$35,000 in administration funds. This was for information only.

Surplus Equipment

Executive Director Darryl McGaha presented the committee a list of surplus equipment that needed to be disposed of due to the leasing of new copiers and printers. Following review and discussion, Mayor Bill Dick made a motion to dispose of said equipment. Judge John Phelps, Jr. seconded and motion carried.

NADO-Washington DC

Ms. Jean Wilson, Executive Assistant, informed the committee that the NADO Washington Training Conference will be March 18-21.

2018 Meeting Dates

Ms. Wilson advised with NADO being March 18-21 and October 13-16 that the dates coincided with the March and October P&F and Executive Committee Meetings. Also needed to decide on November Board of Director Meeting since it fell on Thanksgiving. After discussion Mayor Bill Dick made a motion to change the March 21st P&F and Executive Committee Meetings to March 22nd before the Board of Directors Meeting, change October P&F and Executive Committee Meeting to October 24th, the November Board of Director Meeting will be November 29th. Mayor Curtis Hardwick seconded and motion carried.

Legislative Breakfast

Ms. Wilson informed the committee of the Legislative Breakfast in Frankfort on February 15,

2018. She asked that each of the committee invite their Legislator. She also stated that she would send out letters and invite the Legislators to the breakfast.

Other Business

Executive Director Darryl McGaha stated that the ADD had received the Certificate of Completion for Veterans Directive. We are the second ADD in the State of Kentucky to be certified, Pennyrite is the other ADD. Director McGaha thanked Ms. Susan Taylor and Mr. Tony Meeks for the work they had dedicated to this program.

Ms. Judy Keltner, Director of CDBG, informed that there is Assistance to Firefighter Grant opened up December 26th and closes February 2nd. She informed the committee that her department was available to help.

Ms. Kim Foley, Director of Aging, presented an Aging Needs Assessment to be mailed back in.

Adjourn

With no further business Mr. Allan Chapman made a motion to adjourn at 9:32 am and Mayor Bill Dick seconded. Motion carried.

Eddie Wesley, Chairman

Judge John Phelps, Jr., Secretary

