

## PURCHASE AREA DEVELOPMENT DISTRICT

### BOARD OF DIRECTORS MEETING

January 28, 2019

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The Purchase Area Development District Board of Directors met on Monday, January 28, 2019, at 3:00 p.m., in the conference room of the PADD office. Board members in attendance (asterisk denotes absence):

#### Ballard

Judge/Executive Todd Cooper\*  
Mayor David Phillips\*  
Justin Puckett\*

#### Graves

Judge/Executive Jesse Perry\*  
Mayor Kathy O’Nan  
Mayor Charles Shelby\*  
Tamie Johnson  
Pete Galloway  
Deric Todd\*

#### Calloway

Gina Winchester proxy for Judge/Executive Kenny Imes  
Mayor Bob Rogers  
Sue Outland\*  
Mark Manning\*

#### Hickman

Judge/Executive Kenny Wilson, Vice-Chair  
Mayor Fred Cox  
Judy Stephens  
Howard Dillard

#### Carlisle

Judge/Executive Greg Terry, Treasurer  
Nancy Henley\*  
Bill Fraser

#### Marshall

Judge/Executive Kevin Neal\*  
Mayor Rita Dotson, Secretary  
John Ward\*  
Danny Holt

#### Fulton

Judge/Executive Jim Martin  
Mayor David Prater\*  
James Adams, proxy for Mayor Heath Carlton  
Mary Anne Medlock, proxy for Perry Turner  
Greg Curlin

#### McCracken

Judge/Executive Craig Clymer  
Mayor Brandi Harless\*  
Frances Hamilton\*  
Arthur Boykin, Chairman  
Lee King\*  
Erna Boykin, proxy for Pam Wright  
Bill Bartleman

#### Guests Present:

Martie Wiles, Congressman Comer’s office  
Jim Osborne, City of Murray  
Sheila Clark, West KY Workforce  
Morgan Alvey, Senator Mitch McConnell’s office  
Randy Bridges, State Representative Elect

Chris Freeland, State Representative Elect  
Richard Heath, State Representative  
Rebecca Rittenhouse, Governor Bevin's office  
Mark T. Wattier, 2020 Census  
Crystal Boyett, 2020 Census  
Donnitta Pyle, FNB  
Brooke Wiles, FNB  
Denina Robertson, FNB  
Chelsie Culp, FNB  
Kyle Poat, KYTC, District 1

## I. CALL TO ORDER

Mr. Arthur Boykin, Chairman of the PADD Board of Directors, called the meeting to order at 3 PM and introduced the proxies and guests. Chairman Boykin welcomed the new Local Elected Officials joining the PADD Board of Directors, Murray Mayor Bob Rogers, Mayfield Mayor Kathy O'Nan, Clinton Mayor Fred Cox. Chairman Boykin then asked everyone to stand and join him in the Pledge of Allegiance to the American flag.

## II. OLD BUSINESS

- A. Chairman Boykin asked for approval of the December 17, 2018, Board Meeting minutes. **Mr. Bill Fraser motioned for approval, Mr. Pete Galloway seconded, and the motion passed unanimously.**

Chairman Boykin called on the FNB representatives to explain the presentation and fund raising done by the employees. FNB donated a \$2,000 raised by the employees to support the PADD Feeding America Backpack Program.

- B. Chairman Boykin called on Ms. Beth Caldwell, the PADD's Associate Director of Finance, who summarized the Budget-To-Expense Report for the months November and December 2018. She shared that with the change of date of the PADD Board of Director's meeting, the report will be more up to date.
- C. Chairman Boykin called on Government Officials, Ms. Morgan Alvey from Senator Mitch McConnell's office, she thanked the Chairman for the opportunity to address the board but had no updates to share. He then called on Christina Peterson from Senator Rand Paul's office, and she reported that he was currently recovering from surgery and was home. Next, he called on Ms. Martie Wiles, from Representative Jamie Comer's office, she asked for special prayers for Representative Comer that he lost his father on Monday. Rebecca Rittenhouse from Governor Bevin's office thanked the Board for the opportunity to address any updates, she had none and asked all the newly elected Local Officials to email her their complete contact information.

Next, Chairman Boykin called on Representative Freeland and Representative Heath for Frankfort updates. Representative Freeland thanked the Chairman and then turned the floor over to Representative Heath. Representative Heath shared some upcoming sessions that will be address in February.

Chairman Boykin continued to share that the board packet will be presented on the screen and only agenda and action items will be provided at the meetings. If a hard copy is needed

notify the PADD staff and one will be provided to you at the next meeting. An email with the complete packet will be included in the meeting announcement that is sent out each month. Chairman stated that the PADD mission statement had been placed on the bottom of the agenda and will be placed there each month. He also stated that the mission statement will be reviewed and discussed if changes are needed.

Chairman Boykins stated as that this was his first official board chairman, a few appointments needed action taken. The PADD Bylaws state that the Personnel and Finance Committee is made up of the 4 officers of the Board and one additional member appointed by the Chairman. As such, he had appointed the City of Mayfield's Citizen Appointee Tamie Johnson to be that member and she accepted the appointment. Judge Wilson is the Board's Vice-Chairman, he automatically chairs the Personnel and Finance and Loan Review Committees. Because of this, Chairman Boykin requested that Judge Kenny Imes replace Judge Wilson as Chair of the Transportation Committee and Judge Imes has agreed to serve. The PADD's Bylaws say committee chairman are appointed by the Chair with the concurrence of the PADD Board. **Judge Greg Terry made the motion to appoint Judge Imes as the new Chair of the Transportation Committee, Mr. Danny Holt seconded the motion and it passed unanimously.**

The Kentucky Council of Area Development District's (KCADD) Bylaws state that their membership is made up of the chairperson of each ADD and one delegate elected by each ADD. The PADD typically elect the vice-chairman but Judge Wilson has declined this year, so Chairman Boykin recommended that the Board Secretary, Benton Mayor Rita Dotson be elected, she has indicated her willingness to service on the KCADD Board. **Judge Wilson made the motion to appoint Benton Mayor Rita Dotson to the KCADD Board, Mr. Bill Fraser seconded the motion and it passed unanimously.**

- D. Chairman Boykin called on Judge Kenny Wilson for the PADD Personnel & Finance Committee report. He shared that the Committee met on January 28<sup>th</sup>, at 2 pm at the PADD office, and reviewed the Executive Director's monthly travel voucher, timesheet, office credit card bill, and the 12- page monthly budget-to-expense report. Judge Wilson also reported that the Personnel and Finance Committee approved the PADD's FY20 Cost Allocation Plan (CAP) and then he called on the PADD's Associate Director of Finance, Ms. Beth Caldwell to explain the plan. Ms. Caldwell explained that the CAP plan is a federally described of principals and standards to determining the mythology of the PADD's direct costs.

Next, Judge Wilson shared that the Personnel and Finance Committee reviewed the receipt from the Legislative Research Commission (LRC) that they received the PADD's Expenditure Report, a copy was emailed to the full board during the month of December 2018. A letter from the Kentucky Auditor of Public Accounts (APA) Office stating that they would not be auditing the PADD in FY19 and authorizing the PADD to proceed with engaging our own auditor. Additionally, he reported that the Committee reviewed the staff's Delta Dental Insurance policy renewal and there was no increase this year. Staff salaries were also reviewed for 2019.

Judge Wilson then called on Ms. Simpson, Associate Director of Aging for more information on the contracts. Ms. Simpson gave a brief summary on the contract modifications that did not change any funds just language.

Then Judge Wilson called on Executive Director Jennifer Beck Walker to report on FY19 Joint Funding Administration contract. Ms. Walker referred to page 12 of the packet, to a copy of the PADD's letter of appeal to the Governor, regarding the FY18 Joint Funding Administration (JFA) contract. She explained to the new Board members that the JFA contract, through the Kentucky Department for Local Government (DLG), pays for the core services the PADD provides to local governments through activities like grant writing, public administration services, and planning & development. She reminded the veteran board members of their vote in May of 2018 to enter in to a lawsuit with 6 other ADDs, challenging the DLG Commissioner's authority to override legislative intent in the budget bill by taking DLG's entire share, plus some, of the Governor's Budget Reduction Order from the ADDs. Ms. Walker explained that the lawsuit eventually was dismissed, not for lack of merit, but on a procedural level - because the Judge said the ADDs had not exhausted the contractual remedies in the contract. She further explained that this was because of a timing issue; the PADD received its budget cut from DLG in May, 11 months into the fiscal year. She went on to say that the PADD did request and receive a hearing with DLG in early June but were told it would be 6 weeks before they made their determination, and the ADDs knew then they wouldn't have enough time to complete the contract dispute resolution process before the fiscal year ended. It was at that time the PADD joined other ADDs and filed legal action. The PADD received the Commissioner's Dispute Resolution Final Determination letter on December 3<sup>rd</sup> and responded on December 7<sup>th</sup>, and she further reminded the Board that they received that correspondence in December's Board Packet. Ms. Walker said the letter on page 12 was the PADD's appeal to the Governor, as set out in the contract dispute resolution process, that also was discussed at last month's Board Meeting. She informed the Board that she had not received any response to the appeal yet.

Next, Ms. Walker moved on to discuss the FY19 JFA Contract, that should have gone into effect in July of 2018. She noted that the FY19 JFA Contract had been received the previous month and the Board had authorized her to sign it, pending review and recommendation by legal counsel. She shared that following the December 17<sup>th</sup> Board Meeting, she received a list of concerns from the PADD's legal counsel, dated December 21<sup>st</sup>; and directed the board members to the list of concerns found on page 13 of the packet. Ms. Walker explained that the ADDs met to aggregate all their legal concerns and then a subcommittee of ADD Directors met with the DLG Commissioner in Frankfort on January 11<sup>th</sup>. She referred to a letter with these legal issues and a summary of DLG's responses from that meeting that was included on pages 14-16 of the board packet. Ms. Walker then pointed out that the PADD had not received an amended contract from that meeting, and thus there still wasn't a signed FY19 JFA contract, 7 months into the fiscal year. She explained that DLG had made some significant changes in the FY19 contract language, putting the ADDs in a position where, in order to draw down the funds that already had expended through paying staff to provide the services in the contract, the ADDs must sign a contract that says DLG can cancel the contract for any number of reasons and require the ADDs to pay the money back. She also drew attention to a part of the contract where DLG says they can prevent the ADD from receiving state and federal funds in the future. Lastly, she discussed the contract clause that states that, should the ADD sign the contract and then enter in to legal action to challenge any of it, the ADD must pay DLG's legal fees as well as their own. Ms. Walker informed the Board that the ADDs have asked for this contract to be reviewed at the Senate's Contract Review Committee in February and are hopeful that some of these new and onerous requirements will be reconsidered at that level.

Next, Ms. Walker stated that she wanted to clarify something she got wrong at the last Board Meeting. She said she told the Board in December that for the first time, DLG had withheld from the ADDs 5% of their federal Economic Development Administration (EDA) dollars and the state match to those dollars. She pointed out a memo on page 17 of the board packet showing that she was incorrect; while DLG did withhold 5% of the federal funds, DLG did not withhold the state match dollars to these funds and she apologized for making that error.

Ms. Walker continued her remarks by addressing recent headlines. She explained that while the ADD Directors were meeting in Frankfort in January, they heard “rumors” about a “confidential” letter that had been sent from DLG to the Kentucky Auditor of Public Account’s Office. They asked the Auditor’s Office for a copy of the letter and they said that it was marked “confidential”, but because they already had received a call about it from the *Herald Leader*, they would provide it to us as well, if we provided them with an Open Records Request. Ms. Walker directed attention to pages 18-21 in the packet where a copy of that request and the letter from DLG could be found. Ms. Walker stated that the ADD directors weren’t surprised by the letter but were surprised by the signatures on the letter. Since the next morning the ADDs were scheduled to meet with the Commissioner of the Department for Aging & Independent Living (DAIL), they were able to ask her about it. Her response was that she had no specific concerns and had simply signed on at the request of another state agency, after hearing their concerns. Ms. Walker further explained that the next week, she happened to be in a meeting with the Commissioner of the Department for Workforce Investment and, when questioned, he had the same response. Despite what the letter said, neither of these Commissioners reported any “specific” concerns.

Ms. Walker shared that she was most pleased about the Auditor’s response where they laid out how they have been and continue to be working with the ADDs. She reminded the Board that the Auditor’s Office has the right of first refusal for ADD audits, they review ADD auditors’ working papers before they are presented, and they worked with the ADDs to design the HB189 Report of Expenditures that are provided to the Legislative Research Commission (LRC) in December every year. Ms. Walker noted this is in addition to the fact that all ADD programs are monitored by the state and sometimes federal regulators as well.

Ms. Walker then referred to pages 27-33 of the board packet for the Lexington *Herald Leader* story about this “Confidential” letter. She noted that much of the story was a rehash of information from a Special Examination of the Bluegrass ADD back in 2014 that had been completely resolved, with the Bluegrass ADD now having all new leadership and no audit issues. Ms. Walker pointed out that the Purchase ADD got a special notice in the article regarding Board Travel. She explained that she had seen the story on Twitter on Friday night, January 18<sup>th</sup>, and immediately sent an e-mail to the reporters and their editor offering to correct some misinformation they had been provided; directing attention to that specific information on the bottom of page 27 and all of page 28. Ms. Walker shared that the information the *Herald Leader* had, and the questions they asked her, were very specific and only could have come from the information received by DLG through their 21 Open Records Requests, issued to the PADD after the PADD Board voted to enter into litigation in May, the very day the Commissioner, her Chief of Staff, and her General Counsel surprised the Board with a visit.

Ms. Walker addressed the board travel concerns in the news story by reminding the Board that they follow a Board-approved travel policy that says board members who attend 2/3 of

the previous year's Board Meetings are eligible to attend a Training Conference. She noted that the National Association of Development Organizations (NADO) Training Conference held every fall is the only Development District specific training offered to the full board and the only training opportunity most of the citizen members ever receive. She further stated that the PADD board has the fiduciary responsibility for a \$10 million budget and she thought it was desirable to provide training on board member responsibilities. Ms. Walker shared that DLG even provides training hours for local elected officials who attend the conferences. She also noted that the PADD's per person cost averages about \$2,000 per board member and no funds are used to pay for spouse/guest attendance. Related to that, Ms. Walker said that the *Herald Leader* reporter asked about her own husband attending NADO trips and she told them when her husband attended these trips, she paid out-of-pocket for a spouse registration so that there could be no accusation of misuse of taxpayer dollars.

Ms. Walker shared that the bottom line about the article was that "mismanagement and lack of transparency" is a false narrative. She noted that there is no agency in the Commonwealth more transparent than the Area Development Districts; audits, annual reports, budgets, cost allocation plans, minutes, bylaws, personnel policies, everything is found on the ADD's webpage and available to the public. The PADD abides by the Kentucky Open Meetings and Open Records laws and follows the Kentucky Model Procurement Code. Ms. Walker said she believed this article was an example of retaliation for the ADDs challenging the DLG Commissioner's authority to override legislative intent. She reminded the Board that the legislature allocated funds in the budget bill to go to the ADDs to provide services to local governments. When DLG took all unmatched state dollars from the ADDs in FY18, in excess of what was required for their budget cut, DLG's budget actually increased, when other departments in state government took a cut. Following the ADDs' legal challenge, there were 21 Open Records Requests sent to the PADD, a "confidential" letter sent to the auditor's office, and specific information provided to the Herald-Leader to create a false narrative news story to malign the ADDs and deflect attention away from their legal challenge to DLG.

Ms. Walker concluded her remarks by thanking the PADD's state legislators for their continued support. She noted that while the subcommittee of ADD Directors were meeting with the DLG Commissioner on that January Friday morning, she was able to meet with Representatives Heath, Elkins, Freeland, and Bridges about these matters. She noted that she also had exchanged messages with Representative Rudy, who was in a meeting and unable to attend that day, and he had shared his support and also that she continued to keep Senators Humphries and Carroll updated. Ms. Walker offered to answer any questions and then Judge Wilson returned to his report.

In conclusion, Judge Wilson shared that the Personnel and Finance Committee had received no Code of Ethics Violations to report.

### III. NEW BUSINESS

#### A. STANDING COMMITTEE

##### 1. AGING COMMITTEE

Chairman Boykin called on Ms. Ann Simpson, the Associate Director of Aging, to give the Aging Committee Report. Ms. Simpson began by referring to page 35 and

the screen for the Unduplicated Number of Persons served directly through the programs administered in-house by PADD staff during the month of November.

Next, Ms. Simpson referred to page 37 of the handout packet and to the screen for Unduplicated Number of Persons served through our subcontracted agencies for the month of November. These include the Senior Center, West Kentucky Allied Services, Help At Home, and Legal Aid.

Ms. Simpson continued to report that on pages 39 through 43 and on the screen were details of the Aging and Independent Living reports.

In conclusion, Ms. Simpson shared that on pages 44-55 were the Payment Reports for each of the PADD's contractors for July through November. These reports include monthly payments to each subcontractor, the percentage of allocation spent July-November, and the target percentage at which to be spent by November of 2018.

## 2. REGIONAL TRANSPORTATION COMMITTEE

Chairman Boykin called on Judge Kenny Wilson to give the Regional Transportation Committee's report. Judge Wilson reported that the Transportation Cabinet's Office of Transportation and Delivery is accepting applications for funding under the Enhanced Mobility of Seniors and Individuals with Disabilities Program. This program provides reimbursement funding with 80% federal and 10% state dollars. A 10% local match is required. PADD has notified all eligible agencies in the Purchase region. A listing of the agencies was located on page 57 of the handout packet. Applications need to be submitted to the PADD by March 5<sup>th</sup>, 2019.

Next, Judge Wilson shared a public meeting notice. The Fulton County Transit Authority, Paducah Area Transit and Murray-Calloway County Transit Authority is holding a joint public meeting to identify unmet public transportation needs in the purchase region. The meeting is scheduled on Thursday, February 28<sup>th</sup> at noon located at the PADD office.

The Transits are asking all interested parties to complete a short survey in order to assist in documenting the transportation needs. The survey can be completed electronically using [surveymonky.com](http://surveymonky.com). The link for the survey was included in the handout packet on page 58.

## 3. COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

Chairman Boykin called on Mr. Bjarne Hansen for the Community and Economic Development Committee report. Mr. Bjarne Hansen shared that the Community Development Block Grant training will be held on February 12<sup>th</sup> in Frankfort. He also updated the group on the progress with Kayser, the LaCenter water project. PADD staff met with Mayor Hutcherson to sign a CDBG agreement and met with Jamie Jameson with grant assistance.

Next, Mr. Hanssen reported Rec Trails and Land and Water grants are no available with May 2, 2019 deadline for Rec Trails and May 30, 2019 for Land and Water. More information was included on page 62 of the board packet.

Mr. Hansen also shared at Delta Regional Authority had scheduled an official 2019 LLD training. PADD staff had assisted Marshall County Southwest One Industrial Park reimbursement, and assisted Paducah River Port and Paducah Pump Station #2 with reimbursement assistance. PADD staff also helped the City of Hickman with program reporting assistance.

Area Development Fund checks had been received for the City of Paducah in the amount \$4,143.00 for purchase of a copier and computer, Graves County Fiscal Court received \$4,706.46 for courthouse improvements and Fulton County Fiscal Court received \$4,706.46 for office building repairs.

Under transportation alternatives program (TAP) KYTC program PADD staff processed a Memorandum of Understanding with the Mayfield Bikeway project for administrative cost. PADD staff also met with Troy Hearn from the KY Transportation Cabinet Bicycle for pedestrian plans.

Mr. Hanen introduced Crystal Boyett to give brief information for the 2019 Census. A handout was given to all members in attendance. The PADD is holding a Census training on February 15<sup>th</sup>, at 9:00 am located at the PADD office.

Next, Mr. Hansen shared reported that information in the handout packet included a listing of projects in the region that were submitted to the state clearinghouse in December.

## B. ADVISORY COUNCIL/TASK FORCE/BOARD REPORTS

### 1. COMMODITY AND FOOD BANK TASK FORCE

Chairman Boykin called on Mr. Stacey Courtney for the commodity report. Mr. Courtney shared the quarterly reports for CSFP (Commodities and Supplemental Food Program) disbursed a total of 4161,426 lbs. of commodities to 1,746 seniors in the 8 counties of the Purchase. The TEFAP (The Emergency Food Assistance Program) disbursed a total of 321836 lbs. of commodities for the month to 3003 households. The Feeding America program disbursed 247398 lbs. of commodities for October. In addition, a monthly average of 3,046 meals were served through 3 Soup Kitchens. Backpacks were distributed weekly to 313 children in the participating counties.

### 2. WATER MANAGEMENT COUNCIL

No report

### 3. BUSINESS LENDING REPORT

Chairman Boykin called on Judge Wilson, Loan Review Chairman, Judge Wilson then called on Mr. Mike Maxwell for the Business Lending Report. Mr. Maxwell reported that the Government shut down affected the PADD staff reporting process.

Mr. Maxwell shared that at the December 20<sup>th</sup> Loan Review Committee approved a Small Business Administration 504 loan request in the amount of \$440,000 for Southern Grace Assisted Living, LLC, in Murray, Kentucky. The total project cost is \$1,100,000 and the funds will be used to refinance and consolidate existing debt on

the business property located in Calloway County. Judge Wilson asked for a motion to ratify this request, **Judge Terry made the motion to ratify the SBA 504 loan to Southern Grace Assisted Living, LLC. Mr. Bill Fraser seconded the motion and it passed unanimously.** Next, The Loan Review Committee approved a Small Business Administration 504 request for the construction and expansion of the new Red's Donuts location in Paducah, Kentucky. The total project is \$900,000 with the SBA 504 loan request in the amount of \$360,000. **Mr. Bill Fraser made the motion to ratify the SBA 504 Loan to Red's Donuts, Mr. Danny Holt seconded the motion and it passed unanimously.** Judge Wilson presented the third SBA 504 request from the Parlor's Pool Hall located in Murray, Kentucky. The total project cost is \$150,000 with the SBA 504 loan request in the amount of \$60,000. The proceeds will be used for the leasehold improvements and construction of a new restaurant, ice cream parlor and pool hall. **Mayor Bob Rogers motioned to ratify the SBA 504 request to the Parlor's Pool Hall, Judge Greg Terry seconded the motion and it passed unanimously.** Executive Director Jennifer Beck Walker reminded the Board that the SBA 504 loans that the PADD Board approves, those funds are not backed by PADD funds, PADD is only the processor of the funds.

Mr. Maxwell continued to report that the Loan Review Committee also approved an Economic Development Administration, Revolving Loan Fund request for Boyett Trucking, LLC. The terms of the loan are \$39,220 for a rate of 6% for 5 years. The proceeds of this loan will be used for Mr. Bobby Boyett to purchase an additional freight hauling truck for hauling livestock and other agricultural products in Graves County. This loan was closed on Friday, January 25<sup>th</sup>, 2019.

The last loan approved by the Loan Review Committee was a United States Department of Agriculture Intermediary Relending Program for CC Smith Events, LLC, doing business as, All Things Prim and Proper. The terms for this loan are \$50,000 for 6% for 7 years. The funds are to be used for the repair and expansion of a building purchased by Mr. and Mrs. Corey Smith. The building is located at 603 Dunbar Street, Mayfield, KY 42066. The building is being converted into a local event and wedding center. The last two loans funded from the United States Department of Agriculture Intermediary Relending Program and the Economic Development Administration Revolving Loan Fund do not require board action. The next meeting of the Loan Review Committee will be held on February 21<sup>st</sup>, 2019.

#### 4. WORKFORCE INNOVATION & OPPORTUNITY REPORT

Chairman Boykin called on Ms. Dee Taylor for the Workforce Innovation and Opportunity report. Ms. Taylor Ms. Taylor informed the Board regarding the KY Health Medical Waiver, a letter from Commissioner Ray Leathers regarding cancellation of the contract with the West Kentucky Workforce Board. Next, Ms. Taylor shared information regarding the workforce participation rate and ranking statewide. West Kentucky ranked in the middle for workforce participation rate, job openings, unemployment insurance, and credentials.

#### 5. REGIONAL HAZARD MITIGATION COMMITTEE No Report

### C. PROGRAM IMPLEMENTATION/CORPORATION REPORTS

1. PURCHASE AREA HOUSING CORPORATION –  
No Report
2. JACKSON PURCHASE LOCAL OFFICIALS ORGANIZATION  
No Report

D. ANNOUNCEMENTS

Chairman Boykin called on PADD Executive Director, Jennifer Beck Walker, for her announcements. Ms. Walker reminded the Board about the e-mail she sent out the previous week regarding the newly created Tennessee Valley Authority (TVA) Leadership Program and encouraged those interested in participating to contact Virginia Gray. She also pointed out the Kentucky Council of Area Development Districts (KCADD) Legislative Breakfast and Quarterly Board Meeting scheduled for Thursday, February 14<sup>th</sup>, beginning at 7:00 a.m., eastern time, at the Capital Annex Cafeteria, and encouraged all those present to attend.

Ms. Walker thanked Representatives Heath and Freeland for attending the January Board Meeting and invited them to join anytime they were available. She also reminded the Board that their next meeting would continue to be held on the 4<sup>th</sup> Monday of the month, on February 25<sup>th</sup>. Ms. Walker concluded her remarks by asking the county judge/executives to remain after the Board Meeting to sign the Workforce Consortium Agreement, confirming the previous month's meeting where Ballard County Judge/Executive Todd Coopers was elected as their Chief Local Elected Official (CLEO) to the West Kentucky Workforce Board.

IV. ADJOURNMENT

**Mr. Pete Galloway moved to adjourn, Judge Greg Terry seconded the motion, and the motion passed unanimously.**

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Chairman Arthur Boykin

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Secretary, Mayor Rita Dotson