

## PURCHASE AREA DEVELOPMENT DISTRICT

### BOARD OF DIRECTORS MEETING

August 28, 2017

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The Purchase Area Development District Board of Directors met on Monday, August 28, 2017, 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  
Kenneth Rowland, proxy for Mayor George Lane  
Clyde Elrod

Graves  
Judge/Executive Jesse Perry\*  
Mayor Teresa Rochetti-Cantrell, Chair  
Mayor Charles Shelby\*  
Tamie Johnson  
Pete Galloway  
George Hurd

Calloway  
Judge/Executive Larry Elkins  
Mayor Jack Rose  
Joe Bolin  
Sue Outland  
Mark Manning\*

Hickman  
Judge/Executive Kenny Wilson, Secretary  
Mayor Phyllis Campbell  
Judy Stephens  
Howard Dillard

Carlisle  
Judge/Executive Greg Terry, Treasurer  
Nancy Henley  
Bill Fraser

Marshall  
Judge/Executive Kevin Neal\*  
Mayor Rita Dotson  
John Ward\*  
Brad Warning\*

Fulton  
Judge/Executive Jim Martin\*  
Cubb Stokes, proxy for Mayor David Prater

McCracken  
Judge/Executive Bob Leeper\*  
Josh Summer, proxy for Mayor Brandi Harless\*  
Frances Hamilton  
Arthur Boykin, Vice-Chair  
Lee King  
Pam Wright  
Bill Bartleman

James Gray, proxy for Mayor David Lattus\*  
Chris Rodgers\*  
Perry Turner\*

#### Guests Present:

Jim LeFevre, Ballard County Economic Development  
Marti Wiles, Representative James Comer's office  
Eric Sexton, Executive Director, Barren River ADD  
Caleb Speck, Executive Assistant, Barren River ADD  
Charlie Ross, Foundation for a Healthy Kentucky  
John Poole, Mayfield City Planning & Community Development  
Emerson Goodwin, KY Care

Carolyn Parks, McCracken County  
Janice Rose, Murray, Kentucky  
Paul Sponsel, Wal-Mart  
Vicki Tracy, Wal-Mart  
Jennifer Aiken, Wal-Mart  
Melissa Hines, Wal-Mart  
Jonathan Holder, Wal-Mart  
Jim Jackson, Wal-Mart  
Jackie Begg, Carlisle County Senior Citizens  
Rosemary Marbry, Carlisle County Food Bank  
Morgan Alvey, Senator McConnell's office  
Christina Peterson, Senator Rand Paul's office  
Ivan & Mary Potter, West KY Journal  
Dr. Steve Freeman, WKCTCS  
Jason Thomason, WPSD-TV

I. CALL TO ORDER

Mayfield Mayor Teresa Rochetti-Cantrell, Chair of the PADD Board of Directors, called the meeting to order at 3 PM and introduced the proxies and guests.

II. OLD BUSINESS

- A. Chair Cantrell asked for approval of the July 17, 2017, Board Meeting minutes. **Mr. Bill Fraser motioned for approval, Ms. Frances Hamilton seconded and the motion passed unanimously.**
- B. Next, Chair Cantrell called on Mr. Andy Bennett who summarized the Budget-to-Expense Report for the month ending June 2017.
- C. Chair Cantrell called on Mr. Arthur Boykin, Secretary of the Personnel and Finance Committee, for his report. Mr. Boykin reported that the committee met at 2 PM on August 28<sup>th</sup> and reviewed the Executive Director's monthly travel voucher, timesheet, office credit card bill, and the 12-page monthly budget-to-expense report.

The Committee also reviewed a list of contracts the Executive Director had signed since the July 17<sup>th</sup> meeting. Mr. Boykin called on Mr. Brad Davis and Ms. Dee Taylor to explain the contracts. Mr. Davis began by sharing information about the Joint Funding Administration Memorandum of Agreement with the Department for Local Government in the amount of \$123,366.99 with operating dates of July 15, 2017 to June 20, 2018.

Next, Mr. Davis said he was happy to announce a grant that was awarded to the PADD's Food Bank Program from the Wal-Mart Foundation's State Giving Program in the amount of \$108,000.00 to purchase a new refrigerated truck to help distribute commodities to the Purchase Area.

Ms. Dee Taylor shared information on the Transitional Care 1<sup>st</sup> Amendment to the Memorandum of Agreement with the Jackson Purchase Medical Center with operating dates of July 15, 2017 to July 15<sup>th</sup>, 2019.

Next, Mr. Boykin reported that the Personnel & Finance Committee also talked about the Kentucky Retirement System. He shared that at the Governor's Local Issues Conference, the Local Elected Officials that attended heard the Governor speak about Kentucky's pension system. Mr. Boykin then called on Jennifer Beck Walker, PADD Executive Director, for an update on some of those discussions.

Ms. Walker first shared a map of the 15 Area Development Districts and the funding available to serve local governments in this fiscal year. She noted there are two primary funding sources to serve local governments, one is Local Dues and the other is Joint Funding Administration (JFA) allocations. She reminded the Board that the Purchase ADD took a major cut last year in JFA funding Ms. Walker continued to explain how and where the cuts are at the present time. She also told the Board she was not asking for an increase in local dues because she understood that local governments were struggling with funding too. She shared an example of the impact of these cuts on local government services by reminding the Board of Michele Ellison's Census Presentation at the July Board meeting. Ms. Ellison discussed the Local Update of Census Addresses (LUCA) process and Ms. Walker later received a call from a judge asking for the PADD staff person would be the contact for this and she explained that budget cuts means the PADD does not have the manpower to assign a contact for this program. Ms. Walker stated she wanted to make sure the local elected officials understood that when some ADDs around the state may be providing a service that the PADD is not, that budget cuts and the fact that the PADD receives the least amount of local government service money of all 15 ADDs, is the reason for this. Ms. Walker did note that in the case of LUCA, staff was researching other options, including the possibility of Murray State University interns.

Next, Ms. Walker shared that at the Local Issues Conference, much of the discussion was around cooperative efforts of many state associations, including the Kentucky Association of Counties (KACo) and the Kentucky League of Cities (KLC), regarding the Kentucky Pension issues. Ms. Walker shared an overview of the funding level by system and the revenue each county receives in pension spending. She also shared that she will be providing this information to PADD employees and encouraging them to talk to their Legislators about how proposed pension changes could impact them and their families. Mayor Jack Rose announced a pension meeting being held in Paducah on Tuesday, August 29<sup>th</sup> from 5pm to 7pm at the Paducah Civic Center and asked Ms. Walker to distribute that information to the Board.

### III. NEW BUSINESS

#### A. Guest Speaker

Chair Cantrell introduced the guest speaker, Mr. Ben Chandler, the President and Chief Executive Officer (CEO) of the Foundation for a Healthy Kentucky, the agency that he helped to create when he was the Kentucky Attorney General, and won a \$45 million settlement from one of Kentucky's largest insurance companies. That funding was used to create the Foundation in 2001. Mr. Chandler began his career by practicing law, before being elected as Kentucky State Auditor and two terms as Attorney General. In 2004, he was elected to the U.S. House of Representatives, where he served Kentucky's 6<sup>th</sup> Congressional District for 5 terms. Afterwards, he served as the Executive Director of the Kentucky Humanities Council. An eighth-generation Woodford Countian, Mr. Chandler

earned a B.A. in history, graduated with distinction from the University of Kentucky, and a J.D. from the University Kentucky College of Law. He studied at the University of London and Trinity College in Dublin, including an internship in British Parliament. Mr. Chandler shared statistics regarding health in the Commonwealth of Kentucky and encouraged municipal smoke free policies.

## B. STANDING COMMITTEES

### 1. AGING COMMITTEE

Chair Cantrell called on Ms. Lee King, the Aging Committee Chairperson to give the Aging Committee report.

Ms. King reported that the Project Review Subcommittee and the aging Committee reviewed and voted on a change to the Aging Committee By-Laws. Based on the review and approval of the Aging Committee, **Ms. King moved that the change to the Aging Committee By-Laws to change the day of the week for the Project Review subcommittee to meet on Thursday, Mr. Elrod seconded the motion and it passed unanimously.**

Next, Ms. King shared that the Fiscal Year18 contracts and allocations have been received from the Department for Aging and Independent Living (DAIL). The PADD budget had been submitted to DAIL and is pending approval. The information shared and taking action on was pending DAIL's approval. This year PADD received not only a reduction in the initial allocation, but also received a notice of additional mandatory reduction in the amount of \$17,983.42. The parameters set by DAIL were for PADD to determine which program(s) would experience the least impact on the health safety and welfare of Seniors. A worksheet was presented and again this year the Kentucky Caregiver Program and the Program Development funds were identified for this mandatory reduction and met the amount required. This information was presented to both the Project Review Committee and the Aging Committee. **Ms. King moved that based on the committee's recommendations, that the PADD Board accept the suspension of the Kentucky Caregiver program, with the understanding that if at a future time funding becomes available, it may be possible to reinstate the program, Judge Greg Terry seconded the motion and it passed unanimously.**

Next, Ms. King reported that a reduction in FY18 initial services dollar allocation as compared to the FY17 services dollar allocation. 2017 allocation was \$2,399,837.00 and 2018 allocation is 2,286,040.00 and the original allocation reduction was \$113,707.00 and the mandated reduction from DAIL was \$106,185.08 with a total reduction of \$219,982.08. Services dollars are those that effect the subcontractors. These amounts are service dollars alone. She continued to share that there are no large amounts of carry over funds any more for the PADD to work with in the spring. The allocations for the year are the full amounts of funding to work with for this fiscal year. The PADD is required in our contracts with the state to "Expend 99% of federal program funds by the end of the fiscal Year." And likewise with the state funds. PADD staff have realigned internal processes to better support our contractors. As was last year, the maximum allowable amount of Title IIIB monies that could be

moved to the Title IIC1 and Title IIIC2 meals were made in order to help support the number of meals continuing to be serviced. **Ms. King moved that based on the approval of the Aging Committee that the PADD Board approve the recommended FY 2018 Subcontractor funding levels for the Federally Funded Title III programs, pending DAIL's approval of the budget, Mr. Bill Fraser seconded the motion and it passed unanimously.**

Ms. King reported that the Department of Labor had reviewed their allocation of slots for all states for the Senior Community Service Employment Program this year. The Purchase Area Development District was reduced in Graves County from 5 to 3 slots, Hickman County from 2 to 0, McCracken County was reduced from 6 to 4 slots. Total reduction in slots for the Purchase Area was from 24 to 18. The total average number of slots consistently filled in the Purchase Area in FY 17 was 17. The PADD has requested immediately and are still waiting for guidance from DAIL regarding how and when to address the workers and the host agencies this effects. The reduction in slots available has resulted in a reduction in services dollars for this program as well. As soon as the PADD receive instruction on how we are to proceeds, the information will be made available. **Ms. King moved based on the approval of the Aging Committee, that the PADD Board approve the recommended FY 2018 Subcontractor funding level for the Federally Funded Title V programs, pending DAIL's approval of the budget, Ms. Nancy Henley seconded the motion and it passed unanimously.**

The State funding program is the Kentucky Homecare Program and includes services such as Escort, Home Repair, Essential Services, and Home Care Home Delivered Meals. The initial allocation for FY18 reduced Homecare Essential Services dollars by \$38,000 alone. The amounts indicated in the Homecare Essential Services line items may be moved between those line items as needed. **Ms. King moved based on the recommendation of the Aging Committee, that the PADD Board approve the FY 208 Subcontractor funding levels for the State Funded programs, pending DAIL's approval for the budget, Ms. Nancy Henley seconded the motion and it passed unanimously.**

Ms. King shared the unduplicated number of persons served in May by PADD staff through case management and service assistance. This was accomplished through the Family Caregiver, Homecare, State Health Assistance, Ombudsman, Participant Directed Services, and the Aging and Disability Resource Center programs.

She also shared the unduplicated number of clients served by the PADD's subcontracted partner agencies, the Senior Citizens Centers, West Kentucky Allied Services, and Kentucky Legal Aid. In conclusion, Ms. King shared that all Area Agency on Aging and Independent Living program activity reports are located on the PADD's website.

## 2. REGIONAL TRANSPORTATION COMMITTEE

Chair Cantrell called upon Hickman County Judge/Executive Kenny Wilson, Chairman for the Regional Transportation Committee's monthly report. Judge Wilson shared that the Office of Local Program is now accepting applications through October 2, 2017 for Transportation Alternatives Program (TAP) funding. For

application and information on submitting applications visit the Kentucky Transportation Cabinet's website and click on the link for the Office of Local Programs. A list of eligible activities and application instructions could be found in the online packet. TAP projects are 80% federal reimbursement and require a 20% local match.

### 3. COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

Chair Cantrell called on Mr. Brad Davis for the Community and Economic Development Committee report. Mr. Davis congratulated Hickman County Fiscal Court for being awarded \$75,000 at the Governor's Local Issues conference for a Land and water conservation grant to be used at the Rotary Park for playground equipment and construct a fishing pier at the Park in Clinton. LWCF funded by the National Park Service and is administered by the Kentucky Department for Local Government

Economic Development is required every five years the PADD to rewrite its Comprehensive Economic Development Strategy. This is the year we must complete that, so, in addition to the project lists PADD staff will always send out a couple of activities occurring. EDA required that we complete a SWOT analysis of the region. What the PADD are planning to do is send out an email asking you and others in the region about strengths, weaknesses, opportunities and threats and gather the responses. EDA also requires a strategic direction and action plan. Working through the Community and Economic Development Committee the PADD will develop the action plan for the next five years. In November, the PADD will bring the draft CEDS to the board for review and approval. The approved plan will be submitted EDA in December.

In conclusion, Mr. Davis shared that the listing of projects in the region that were submitted to the state clearinghouse in July were included in the hand-out packet.

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

#### 1. COMMODITY AND FOOD BANK TASK FORCE

Chair Cantrell called on Ms. Frances Hamilton, Commodity and Food Bank Chair to give the report. Ms. Hamilton announced that the Kentucky Department of Agriculture, working with Farm Credit Mid-America and CoBank who had donated more than 120 freezers for Kentucky food pantries to enable them to accept frozen meats and other frozen foods, 18 freezers were donated in the Purchase. The donation is a result of Commissioner Quarles Hunger Initiative, a first-of-its-kind effort in Kentucky to bring together farmers, businesses, charitable organizations, faith groups, community leaders, and government entities to help reduce hunger in Kentucky. Tuesday, August 29<sup>th</sup> at 8:30am at the PADD warehouse, Commissioner Ryan Quarles there will be a press conference to mark the distribution of the freezers in our region.. This generous donation will allow the agencies to store and distribute more meat and other frozen items to families in need.

Next, Ms. Hamilton shared that in Spring 2017 the Kentucky Food Bank Association and Attorney General Andy Beshear sponsored Legal Food Frenzy, a competition among law firms to collect donated food for distribution at local food banks. In October, Secretary of State Allison Lundergan Grimes and the Kentucky Council of ADD's are sponsoring the Commonwealth Bow. Each ADD, through their local communities will be collecting food to be distributed to their local food banks. The PADD staff will have more information soon, and Secretary Grimes will be having a press conference in Frankfort on September 14<sup>th</sup>.

In conclusion, Ms. Hamilton called on a Jim Jackson representative from Wal-Mart Foundation's State Giving Program to make a special announcement for the Food Bank Program. Mr. Jackson presented a \$108,000 check for the purchase of a new 24 foot refrigerated truck to collect donated food items from Feeding America partners. Feeding America is acritical partner in the PADD's fight against huger.

2. WATER MANAGEMENT COUNCIL- No Report

3. BUSINESS LENDING REPORT

Chair Cantrell called on Mr. Brad Davis, Associate Director of Community and Economic Development, for the Business Lending report. Mr. Davis shared that when the PADD became a Certified Development Corporation through the Small Business Administration we have to adopt a set of operating procedures for SBA projects. SMA recently conducted a review of our operating procedures and have requested we amend them by including the following section: In accordance with 13 CFR 120.829, 13 CFR 120.861, and SOP 50 10 5 (1) sub. C, ch.2 paragraph III.H the Purchase ADD will collect documentation from each borrower on the number of jobs created and/or retained as of the borrower's 504 loans two-year funding anniversary. The job documentation will include full-time employees and part-time as Full Time Equivalents (FTE) the results of this information will be included in the PADD's annual CDC report to SBA. Annually the PADD will send an employment survey to each borrower in order to document the job creation/retention numbers of the borrower. The PADD have been gathering and reporting the job data each year but did not have anything formal in our procedures. SBA has asked for board approval to include the Job Creation Retention Section in the PADD's CDC Operating Procedures. Chair Cantrell asked for a motion from the floor consideration to amend the PADD CDC Operating Procedures to include Job Creation/Retention Section, **Mr. Arthur Boykin motioned to amend the CDC Operating procedures to include Job Creation/Retention Section, Mr. Howard Dillard seconded the motion and it passed unanimously.**

4. WORKFORCE INNOVATION & OPPORTUNITY REPORT

Chair Cantrell called on Mr. Clyde Elrod for Workforce Innovation and Opportunity report. Mr. Elrod shared that the Office of Workforce Investment is scheduling listening sessions regarding the Community Engagement Opportunities for when the Medicaid Waiver is approved. These meeting are to be considered as "101" sessions which will explain the basics of the waiver and begin conversations about partnership opportunities. The most local session is being planned for October 10<sup>th</sup> at the Pennyrile Area Development District. Mr. Elrod called on Ms. Jennifer Beck Walker

for more information on the Medicaid Waiver, she explained that on Mr. Bennett's report showed only a 6 month budget this year. She explained that that the PADD only has a contract with West Kentucky Workforce Board for 6 months, and the reason is that the State is requiring that an agency can only serve as the service provider or the fiscal provider. This fall the Workforce will offer a RFP for the services portion of the Workforce and the PADD will apply at that time. The PADD will be providing the servicing to the Pennyryle as they are now providing the fiscal portion. Procurement will be available to anyone that would like to apply.

5. HUMAN SERVICES - No Report
6. REGIONAL HAZARD MITIGATION COMMITTEE

Chair Cantrell called on Mr. Mark Davis for the Regional Hazard Mitigation Report. Mr. Davis reported that the Purchase Regional Hazard Mitigation Committee met on August 8<sup>th</sup>, 2017. The primary focus was the review of National Weather Service storm event data. Rick Shanklin, the Warning Coordination Meteorologist based in Paducah reviewed information on specific to the Purchase region. Mr. Shanklin's data showed that extreme rain events had increased over the last 60 years, which supports multiple local observations that flash flooding is an increasing problem for many of our jurisdictions.

Next, Mr. Davis shared that PADD staff continues to develop County Plans along with a Regional overview. Also, PADD staff have worked with the Kentucky Geological Survey to review and update seismic or earthquake information for the region. Evaluated landslide susceptibility for the region, again in conjunction with the Kentucky Geological Survey. STAFF is also attempting to generate critical facility estimates using the Federal Emergency Management Agency's HAZUS software. HAZUS is a national y applicable standardized methodology that estimates potential losses from natural disasters. Estimating losses is essential to decisions-making at all levels of government, providing a basic for developing mitigation plans and polices, emergency preparedness and response, and recovery planning.

#### E. PROGRAM IMPLEMENTATION/CORPORATION REPORTS

1. PURCHASE AREA HOUSING CORPORATION No Report

JACKSON PURCHASE LOCAL OFFICIALS ORGANIZATION –No Report

#### F. ANNOUNCEMENTS

Chair Cantrell called on Ms. Jennifer Beck Walker, PADD Executive Director, for announcements. Ms. Walker shared that Bonnie Hackbarth will be offering a "Working with the Media" workshop on Friday, October 20, 2017. Training hours will be provided for this training.

The Annual PADD Fish Fry is scheduled for Thursday, September 28<sup>th</sup>, located at Columbus Belmont State Park in Columbus, Kentucky. Food will be served at noon.



The next Board of Directors meeting is scheduled for Monday, September 18<sup>th</sup>, at 3pm.

IV. ADJOURNMENT

**Mr. Mayor Jack Rose moved to adjourn, Mr. Pete Galloway seconded the motion and the motion passed unanimously.**

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Chair, Mayor Teresa Rochetti-Cantrell

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Secretary, Judge/Executive Kenny Wilson