

## PURCHASE AREA DEVELOPMENT DISTRICT

### BOARD OF DIRECTORS MEETING

May 15, 2017

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The Purchase Area Development District Board of Directors met on Monday, May 15, 2017, at 3:00 p.m., in the conference room of the PADD office. Board members in attendance, asterisk denotes absence:

#### Ballard

Todd Cooper, proxy for Judge/Executive Vickie Viniard  
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  
Mayor David Prater\*  
Mayor David Lattus\*  
James O. Butts  
Perry Turner

#### McCracken

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

#### Guests Present:

Sheila Clark, West Kentucky Workforce  
Marta Elliott, Rural Development  
Mark Welch, Kentucky Transportation  
Shawn Miller, DLZ  
Morgan Alvey, Senator McConnell's office  
Chris Wooldridge, Murray State University  
Tom Berry, Mayfield Messenger  
Jim LeFevre, Ballard County Economic Development

Adam Scott, Cann Tech Engineers  
Denise Thompson, Mayfield Chamber  
Aaron Collins, Fulton County Schools  
Bill Marcum, Calloway County  
Emerson Goodwin, Kentucky Care  
Christina Peterson, Senator Rand Paul's Office  
Rhonda Shiflett, West Kentucky Community & Technical College  
Christina Wade, Delta Regional Authority

## I. CALL TO ORDER

Mayfield Mayor Teresa Rochetti-Cantrell, Vice 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. Vice Chair Cantrell asked for approval of the April 17, 2017, Board Meeting minutes. **Mr. Bill Fraser moved for the approval, Mr. Clyde Elrod seconded and the motion passed unanimously.**
- B. Next, Vice Chair Cantrell called on Mr. Andy Bennett who summarized the Budget-to-Expense Report for the month ending March 2017.
- C. Vice 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 May 15<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.

Next, Mr. Boykin reported that the Personnel and Finance Committee gave approval to the Executive Director to sign a letter of engagement with Williams, Williams & Lentz CPA's for the FY17 audit. He reported that FY18 will begin the process of implementing the new requirements of HB189, whereby the ADD's must offer a right of the first refusal to the Kentucky Auditor of Public Accounts before engaging a private CPA firm.

In conclusion, Mr. Boykin called on Mr. Mark Davis, Associate Director of Physical Planning and Ms. Dee Taylor, Associate Director of Human Services, for details on two new contracts that had been signed by the Executive Director. Mr. Davis explained a Kentucky Transportation Cabinet, Division of Planning contract, funded by the Kentucky Transportation Cabinet in the amount of \$85,100 in state funds and \$9,456 in local funds for a total of \$94,556, with operating dates of July 1, 2017 to June 30, 2018. Ms. Taylor shared an Employer Based Training Agreement with Carbide Industries, funded by the West Kentucky Workforce Board/Pennyryle Area Development District in the amount of \$20,020.00, with operating dates of April 25, 2017 to June 30, 2017.

## III. NEW BUSINESS

### A. Administration

Vice Chair Cantrell called on Judge Greg Terry, to give the Nominating Committee Report. Judge Terry shared that the group met on Wednesday, May 3<sup>rd</sup>, 2017, at the PADD

office, to address the vacancy of the chair position following last month's resignation. After a review of the organizational bylaws, current officers, and roster of board membership, the Nominating Committee recommended the following slate of officers to complete the current FY17 term:

Mayfield Mayor Teresa Rochetti-Cantrell as Chairperson  
McCracken County Citizen Member Arthur Boykin as Vice Chairperson  
Hickman County Judge/Executive Kenny Wilson as Secretary  
Carlisle County Judge/Executive Greg Terry as Treasurer

**Judge Terry, on behalf of the Nominating Committee, moved that the presented slate of officers be approved with the effective date of May 15, 2017, Mr. Bill Fraser seconded the motion and with no further discussion, it passed unanimously.**

Next, Chair Cantrell reported that PADD staff had been working on Committee Maintenance for FY18, notifying all elected officials of upcoming expiring appointments. Members were reminded that the PADD Bylaws state that a Selection Committee must meet each year to fill and/or certify the membership of committees and task forces. The Selection Committee is to be formed with the officers of the Board and chairmen of all committees and task forces, and is to be chaired by the Vice Chairman of the Board. Chair Cantrell noted that this year's Selection Committee membership includes; Mr. Clyde Elrod, Judge Larry Elkins, Mr. Joe Bolin, Judge Greg Terry, Judge Jim Martin, Judge Jesse Perry, Judge Kenny Wilson, Ms. Lee King, Ms. Frances Hamilton, Mr. Arthur Boykin, Mr. John Ward and Mayor Teresa Rochetti-Cantrell. Chair Cantrell asked Selection Committee Chairman Arthur Boykin, to call a meeting of this Committee prior to the June 19<sup>th</sup>, Board Meeting so the Committee can certify all new board and committee appointments and bring them before the Board for approval at its June Meeting, to be effective July 1<sup>st</sup> 2017.

## B. Guest Speakers

Chair Cantrell introduced Dr. Anton Reece by saying that he has served more than 26 years in high education. She shared that 1990 Dr. Reece began working at West Kentucky Community and Technical College as a minority affairs coordinator at WKCTC and on October 1, 2015, he returned to campus to become the college's second president.

Dr. Reece stated that he was humbled to serve as president of WKCTC, a four-time Aspen Prize for Community College Excellence finalist. He discussed with the Board his vision for regionalism and how he had recently started the WKCTC Express Tour, working to improve educational opportunities and relationships with local leaders. Dr. Reece called on Dr. Steve Freeman to discuss the Kentucky Federation for Advanced Manufacturing Education (KYFAME) program which combines workplace experience with a simulated classroom environment.

## C. STANDING COMMITTEES

### 1. AGING COMMITTEE

Chair Cantrell called on Ms. Lee King, the Aging Committee Chairperson to give the Aging Committee report. Ms. King shared the unduplicated number of persons served in March 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.

Next, Ms. King shared that a Project Review Subcommittee meeting was scheduled for Thursday, May 18, 2017 at 10 A.M. and the Aging Committee will meet on Wednesday, May 31, at 9:30 A.M. with both meets being held at the PADD office.

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 Mr. Stacey Courtney for the Regional Transportation Committee's monthly report. Mr. Courtney shared that the Fulton County Transit Authority (FCTA) announced a new program that will offer Half Price Senior Day for citizens 55 and older. This program is available every Tuesday. FCTA serves Fulton, Hickman, Carlisle and Graves Counties.

## 3. COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

Chair Cantrell called on Mr. Brad Davis for the Community and Economic Development Council report. He began by reporting that the deadline for the Delta Regional Authority (DRA) economic development project applications is May 31<sup>st</sup>. Award announcements will most likely be made in July.

Next, Mr. Davis congratulated Graves County Fiscal Court for receiving \$693.00 through the Kentucky Office of Homeland Security Law Enforcement Protection Grant Program. The funds will be used towards the purchase of 10 stab proof vests at the Graves County Jail. And he congratulated Fulton County Fiscal Court on the official opening of the new walk-in clinic in the City of Fulton.

Mr. Davis continued sharing that DRA is presenting a economic development strategies training and economic resiliency training with International Economic Development Bureau and Economic Development Administration. The course is geared toward elected officials and will be offered in Henderson and Madisonville. There is no cost to attend either training. Registration can be done at [www.dra.gov](http://www.dra.gov).

Mr. Davis also shared that the University of Kentucky Center for Applied Energy Research is conducting a training in Madisonville on My 24<sup>th</sup> to assist local communities to generate savings with their utility costs. The training will cover energy efficiency, understanding your utility bills, and how to make new facilities high-performance. Registration can be done at [www.kyhighperformance.org](http://www.kyhighperformance.org).

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

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

### 1. COMMODITY AND FOOD BANK TASK FORCE

Chair Cantrell called on Mr. Brad Davis, to give the commodity report. Mr. Davis shared the Commodities and Supplemental Food Program disbursements for April were 56,781 pounds of commodities to 1,681 seniors. The Emergency Food Assistance Program disbursed 76,204 pounds of commodities to 2,512 household. In addition, 2,027 meals were served through one soup kitchen.

Mr. Davis continued to report that, through the Food Bank program, 88,573 pounds of commodities were disbursed to 3,876 household, and 2,410 meals were served through three soup kitchens.

Next, Mr. Davis shared that the Feeding America Backpack program distributed 5,268 pounds of Backpack food items to 371 children in 15 schools. In total, 226,826 pounds were distributed for all four programs.

### 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 updated the group on the status of the business lending program since Ms. Elliott left the ADD in September. Her position has not be filled because of the budget cut in the Joint Funding Administration. Currently the primary contacts for the loan programs are Mr. Brad Davis and Mr. Jeremy Buchanan. Ms. Sheila Rogers is carrying a larger load on the programs as well.

The PADD staff is working closely Mr. Chris Wooldridge at the Murray State University Small Business Development Center. He has agreed to assist clients with business plans development. Mr. Davis thanked Mr. Wooldridge for his assistance, and announced that our partner banks have offered to assist with financial analysis on loan applications. Mr. Davis shared with the group if they know of anyone that needs a small business loan please don't hesitate to send them to the PADD.

### 4. WORKFORCE INNOVATION & OPPORTUNITY REPORT

Chair Cantrell called on Mr. Clyde Elrod for Workforce Innovation and Opportunity report. Mr. Elrod began by calling on Ms. Sheila Clark for an update on the One-Stop Operator procurement process. Ms. Clark shared that under the new Workforce Innovation and Opportunity Act, local workforce boards are procuring one-stop operators and career service providers by July 1, 2017. The West Kentucky Workforce Board has issued a Request for Proposals with a June 6<sup>th</sup> deadline.

Next, Mr. Elrod called on Ms. Mary Anne Medlock to share information about the Work Ready Skills Initiative. She gave an overview of how adults interested in the targeted career pathways can access short-term training opportunities in their local communities.

Since the beginning of the fiscal year in July, 232 individuals have received nearly \$1.4 million in tuition assistance for postsecondary training.

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 shared that the PADD staff are updating the plan in order to maintain Hazard Mitigation grant eligibility. Mr. Davis brought to the groups attention, based on research conducted through the National Institute for Building Sciences, each \$1 invested in mitigation results in \$4 in recovery costs.

Next, Mr. Davis shared that PADD staff are in the process of conducting County level meetings and have met at least once with each County. At this stage in the planning process he stressed the importance of involving all interested stakeholders. Input is needed to identify and prioritize national hazards impacting the region. And this information will then be used to develop projects to lessen the impact of these hazards.

#### E. PROGRAM IMPLEMENTATION/CORPORATION REPORTS

1. PURCHASE AREA HOUSING CORPORATION – No Report
2. 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 Commissioner Deborah Anderson with the Department of Aging and Independent Living is no longer with the Cabinet for Health and Family Services and Deputy Secretary Tim Feeley will be serving as Interim at this time. Ms. Walker shared that in February, the PADD Board of Directors approved for aging budget line items to be realigned to meet the 99% expenditure rate that was required by the State. Ms. Walker stated that the request for budget realignment had not yet been approved by State and the PADD now is unlikely to meet the 99% expenditure rate, with no fault of the PADD or its subcontractors.

Next, Ms. Walker announced that the PADD would be submitting a notice of intent to bid to the West Kentucky Workforce Board to serve as the One Stop Operator for all 17 counties in the West Kentucky Workforce Area. She further noted that the PADD planned also to respond to a Direct Services Procurement from the Workforce Board, again for all 17 counties, likely to be released in the fall.

Ms. Walker thanked Ms. Christina Wade, with the Delta Regional Authority (DRA) for attending the Board Meeting and shared that the DRA Chairman had been in Paducah the previous week. Next, Ms. Walker called on Ms. Morgan Alvey with Senator McConnell's office for updates. Ms. Alvey shared information about federal budget impacts to the region.

IV. ADJOURNMENT

**Judge Greg Terry moved to adjourn, Judge Larry Elkins 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