

Lake Cumberland Area Development District
Special Called
Personnel & Finance and Executive Committee
March 26, 2020

Call to Order

Judge John Frank in the absence of Mayor Robert Lawson called the meeting to order at 9:00 a.m. central time in the large conference room of the Lake Cumberland ADD office in Russell Springs (6ft. social distancing). A copy of the roster is attached to and made a part of these minutes.

Mr. Jeric DeVore opened the meeting with prayer.

The Pledge of Allegiance was led by Judge Randy Dial.

Approval of Minutes

Judge Frank asked if there were any questions/comments regarding the P&F minutes of the previous meeting (02/19/20). There being none Ms. June McGaha made a motion to accept the minutes as e-mailed. Ms. Sharon Payne seconded and motion carried.

Financial Update

Mr. Tony Meeks, Director of Finance, presented the Financial Report of expenditures and revenues through February 29th; a copy is attached and made a part of these minutes. Mr. Meeks presented the 2020 amended budget; a copy is attached and made a part of these minutes. After discussion Judge John Phelps, Jr. made a motion to approve the financial report and Ms. June McGaha seconded. Motion carried.

Executive Director Darryl McGaha presented two (2) RLF requests that are being polled by the RLF Committee;

1. Whitaker Group II, trucking company in Somerset, they have two loans, balances of \$123,361. Due to slowdown from COVID19, company is asking for a 6-month deferment on payments.
2. Ms. Jeannine Bennett, owns Innovative Business concepts (IBC) in Russell Springs. She is requesting \$25,000 in RLF loan funds for working capital.

After discussion a motion was made by Judge Randy Dial to approve the request upon the contingency the RLF Committee approves the loans. Ms. Sharon Payne seconded and motion carried.

Personnel

Executive Director Darryl McGaha stated that Ms. Amber Walker, Ms. Kelly Bryant, Mr. Jerry Martin, and Ms. Stephanie Smith, have fulfilled the six month probationary period, and Executive Director McGaha recommends they be removed from probation and placed on full time permanent employment. Also Ms. Shelby Williams (part-time) has fulfilled her six month probationary period and for her to be taken off probation. Mayor Lyle Pierce made a motion to remove Ms. Amber Walker, Mr. Jerry Martin, Ms. Kelly Bryant, and Ms. Stephanie Smith from probation and to make them permanent full time employees and Ms. Shelby Williams to be taken off probation. Judge Randy Dial seconded and motion carried.

Executive Director McGaha informed the committee that Ms. Joy Scruggs Wilson; Green County Senior Center Director will be retiring March 31st. Interviews were completed for the Director position and Ms. Cathy Milby

was hired as the Green County Senior Center Director. Ms. Milby was the assistant/driver for the center; therefore the driver position has been posted.

Position Appointment

Ms. Judy Keltner, Community & Economic Development Director, will be retiring May 31st. Executive Director McGaha presented an application from Mr. Waylon Wright, (copy is attached) Economic Development Specialist, for the position of Community & Economic Director. Per By-Laws the Executive Director may appoint from within if they are qualified. After discussion Mr. Curtis Hardwick made a motion to appoint Mr. Waylon Wright to the position of Community & Economic Development Director. Judge John Phelps, Jr. seconded and motion carried.

Clinton County Senior Center

Executive Director McGaha gave an update on the release of the Clinton County Senior Center Director. He informed the committee that Ms. Joyce Bell has been hired as Clinton County Senior Center Director and will be starting April 1st.

Approval of Title VI Plan Update

Mr. Nick Hazel, Deputy Executive Director/HR Coordinator, presented the updated Title VI Plan. No changes have been made. Mayor Lyle Pierce made a motion to accept the Title VI Plan and Mr. Curtis Hardwick seconded. Motion seconded.

Senior Center Services Updates

The LCADD Senior Centers are closed per the Governor's Orders. The home delivered meals are still being delivered. Also there is a drive by system in place at each center. Normal congregate participants may drive by the senior centers and pick up meals.

Update on Senior Center Vans

Mr. Jeric DeVore stated that the 1998 Dodge 15 passenger van (VIN #2B6LB31Z5WK154074) is in the process of being sold. Mr. DeVore ask the committee to consider selling a 2003 Ford 14 passenger van (VIN #1FTSS34L83HB18702, that Taylor County Hospital was using) 120,000 miles. After discussion Judge Randy Dial made a motion to sell the 2003 Ford 14 passenger van, VIN# 1FTSS34L83HB18702. Mayor Lyle Pierce seconded and motion carried.

Contingency Plans

Executive Director Darryl McGaha gave an update on staff teleworking from home.

Personnel Policies

Executive Director Darryl McGaha presented the sick leave policy from the state for the COVID19.

Approval of Executive Committee Minutes

Judge John Frank asked if anyone had any questions/comments regarding the minutes of the previous meeting (02/19/19). There being none, Mayor Lyle Pierce offered the motion to approve the minutes as e-mailed. The motion was seconded by Ms. Sharon Payne and motion carried.

Surplus Equipment

Executive Director Darryl McGaha presented the committee with a list of equipment 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 Judge John Phelps, Jr. made a motion to dispose of the said equipment. Ms. Sharon Payne seconded and motion carried.

Board Orientation

Executive Director McGaha informed that the Board Orientation has been set for April 27th. After discussion it was decided that it may be rescheduled.

IRT Update

IRT training for March 23rd, 24th and 25th has been rescheduled for May 11th.

Humana Meals

Executive Director Darryl McGaha asks for permission to send a letter of appreciation to Humana for the meals for the senior centers. Ms. Sharon Payne made a motion to send an appreciation letter to Humana and Mayor Lyle Pierce seconded. Motion carried.

KIRPS

There were three (3) KIRPs presented for Committee endorsement, that being KY202002170120, KY202003110247 and KY202003120252. Following review Ms. June McGaha made a motion to endorse KIRPs as presented. Second was made by Mr. Curtis Hardwick. Motion carried.

Executive Director Report

The LCADD has been taking temperature of all employees working. Also there have been placard made for each of the company vehicles and employees to say they are essential employees.

Executive Director Darryl McGaha advised that all doors are locked except the front door. After discussion Judge Randy Dial made a motion to lock all doors for in-person travel. Mr. Curtis Hardwick seconded and motion carried.

Executive Director McGaha thanked the staff for stepping up and their dedication and hard work. He also thanked and stated how appreciative he was of the Executive Committee.

Adjourn

With no other business Judge Randy Dial made a motion to adjourn at 10:10 am. CT. and Mr. Curtis Hardwick seconded. Motion carried.



Judge John Frank, LCADD Chairman



June McGaha, LCADD Board Secretary