

Lake Cumberland Area Development District  
Teleconferencing  
Executive Committee  
May 20, 2020

### Call to Order

Judge John Frank called the meeting to order at 9:00 a.m. central time by teleconferencing at the Lake Cumberland ADD office in Russell Springs. 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 John Frank.

### Roll Call

Ms. Jean Wilson called the roll and there was a quorum:

Judge John Frank, Judge John Phelps, Jr., Mr. Curtis Hardwick, Mayor Robert Lawson, Judge Randy Dial, Mayor Brenda Allen, Judge Mike Anderson and Mayor Lyle Pierce.

### Approval of Executive Minutes

Judge Frank asked if there were any questions/comments regarding the P&F/Executive minutes of the previous meeting (04/15/20). There being none Mayor Brenda Allen made a motion to accept the minutes as e-mailed. Judge John Phelps, Jr. seconded and motion carried.

### Financial Update

Mr. Tony Meeks, Director of Finance, presented the Financial Report of expenditures and revenues through April 30<sup>th</sup>; a copy is attached and made a part of these minutes. After discussion Judge Randy Dial made a motion to approve the financial report and Judge John Phelps, Jr. seconded. Motion carried.

### Personnel

Executive Director Darryl McGaha recognized Ms. Judy Keltner; she will be retiring June 1<sup>st</sup>.

Executive Director McGaha informed the board of the following:

- Ms. Chari Bennett was hired through a Personnel Services Contract for the CDBG Department with permission from the state.
- Ms. Shelby Williams has been working part-time in the PDS department until she finished college and now the ADD hired her full time as a PDS Social Advisor beginning May 4th.
- There were three (3) temp employees hired to work in the Senior Centers and meal deliveries.
- Ms. Carman Anderson, PDS Service Advisor, has fulfilled the six month probationary period, and Executive Director McGaha recommends she be removed from probation and placed on full time permanent employment. Ms. June made a motion to remove Ms. Carman Anderson from probation and to make her a permanent full time employee, Ms. June McGaha seconded and motion carried.

Mr. Nick Hazel announced his retirement as of August 1, 2020. He thanked the board members for their friendship.

Each of the board members thanked Mr. Hazel and Ms. Judy Keltner for their service with the ADD district.

## Clinton County Senior Center

Executive Director McGaha gave an update on the Clinton County Senior Center.

### Insurance Update

Executive Director Darryl McGaha stated that insurance will increase 9%. Executive Director McGaha recommends the 9% not be passed on to the employees. He explained the employees have stepped up in this COVID-19 time above their normal job. Judge John Phelps, Jr. made a motion to keep same insurance policy and to **not** pass the 9% increase in insurance to the employees. Ms. June McGaha seconded and motion carried.

### Cost of Living

Executive Director Darryl McGaha discussed a cost of living raise for the staff, this year the cost of living increase is 2.3%. Judge John Phelps, Jr. made a motion to give the staff a 2.3% cost of living raise. Mayor Robert Lawson seconded and motion carried.

### Medicaid Contract

Executive Director McGaha and Ms. Susan Taylor, Co-Director LCAAAIL/Social Services, discussed the Medicaid Contract with Anthem "PCHP".

### Job Description Approval

Mr. Nick Hazel, Deputy Executive Director/HR Director, explained that with his retirement the HR position will be open. He presented a job description for a HR Coordinator. After discussion Ms. June McGaha made a motion to accept the HR Coordinator job description as presented. Judge John Phelps, Jr. seconded and motion carried.

### Audit for FY'20

Executive Director McGaha received a letter from Mike Harmon, Auditor of Public Accounts, stating that they do not want to perform the LCADD Audit. The next audit will be in the form of a Governmental Audit instead of a Proprietary Audit. Executive director McGaha presented a Letter of Engagement Amendment for the Audit with Campbell, Myers and Rutledge. This is the 4<sup>th</sup> year of five (5) year procurement. The fee will not exceed \$36,000. After discussion Mayor Robert Lawson made a motion to sign the Letter of Engagement Amendment with Campbell, Myers and Rutledge. Judge John Phelps, Jr. seconded and motion carried.

### Reopening Plan

Ms. Jean Wilson, Healthy at Work Officer, presented the Reopening Plan. After discussion Judge Randy Dial made a motion to accept the Reopening Plan as presented. Ms. June McGaha seconded 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 made a part of these minutes. Following review and discussion Ms. June McGaha made a motion to dispose of said equipment. Judge Randy Dial seconded and motion carried.

### Innovative Readiness Training (IRT) Update

Executive Director Darryl McGaha informed the committee he had not heard anything in regards to the IRT.

## Senior Services Updates

Executive Director McGaha presented the following information from Senior Services:

- ADRC had 768 calls for April compared to 467 calls for March
- Home Delivered Meals and Drive thru 03/23-5/15 —43,553 meals,
- April 2019 meals—10,204
- April 2020 meals—23,725
- PY2019 Total meals-120,912
- PY2020 Year to date meals—135,614
- Volunteer Hours donated since 03/23/2020—5,512.5 hours
- Telephone Reassurance 1713 Calls

## KIRPS

There were five (5) KIRPs presented for Committee endorsement, that being KY202004100504, KY202004200552, KY202004300599, KY2020040619 and KY202005050624. Following review Ms. June McGaha made a motion to endorse KIRPs as presented. Second was made by Mayor Robert Lawson. Motion carried.

## Executive Director Report

Executive Director McGaha thanked the following:

- Envivo for PPE supplies
- Heaven Hills Distilleries for hand sanitizer
- Lawless & Smith Hardware
- Kathy Gossage for masks
- Staff (UI)

The regular Board of Director Meeting will be May 28<sup>th</sup> by zoom at 11:00 CT.

The Governor put out a 1% budget cut, but most departments are not passing the cut on to the LCADD.

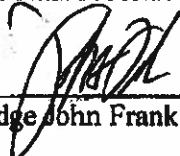
Executive Director McGaha receives an update daily from the Census and Kentucky had the highest accumulative total self-response rate of all southern states for one day and Green County had the highest response rate that day.


Executive Director McGaha received a letter from the Economic Development Administration saying we are eligible to apply for Care's Act (Coronavirus Aid, Relief, and Economic Security) money of \$1,340,000. This money can be capitalized thru the Revolving Loan Fund (RLF).

He ask everyone to remember Jeric DeVore's daughter, Milo, and Karen Burchett's son Kyle, each have health issues.

## Adjourn

With no other business Mayor Robert Lawson made a motion to adjourn at 10:00 am. CT. and Ms. June McGaha seconded. Motion carried.

  
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Judge John Frank, LCADD Chairman

  
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June McGaha, LCADD Board Secretary