I. **CALL TO ORDER** – Lewis Diaz, Chair, called the meeting to order in the NKADD Conference Rooms located at 22 Spiral Drive, Florence, KY at 11:55 a.m.

II. **INVOCATION / PLEDGE OF ALLEGIANCE** – The invocation was given by Kris Knochelmann, followed by the Pledge of Allegiance.

III. **QUORUM** – Lewis Diaz, Chair, declared a quorum verified by Secretary Leslie Webster.

**Board members present were:**

<table>
<thead>
<tr>
<th>Joe Cottingham</th>
<th>Lisa Wilson-Plajer</th>
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<tr>
<td>Lewis Diaz</td>
<td>Judge Steve Wood</td>
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<tr>
<td>Matt Elberfeld*</td>
<td>Judge Bobby Lee Westrick</td>
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<tr>
<td>Judge Casey Ellis</td>
<td>Melissa Koester</td>
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<td>Commissioner Jordan Huizenga</td>
<td>Willie Schadler</td>
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<tr>
<td>Louis Kelly</td>
<td>Matt Kremer*</td>
</tr>
<tr>
<td>Judge Kris Knochelmann</td>
<td>Magistrate Todd Spurgeon</td>
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<tr>
<td>Laura Pleiman*</td>
<td>Mayor Ron Stinson</td>
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<tr>
<td>Pat Raverty</td>
<td>Susan Maier</td>
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<tr>
<td>David Rose</td>
<td>Mayor Jim Hamberg</td>
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<tr>
<td>Mayor Rick Skinner</td>
<td>Amy Heeger</td>
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<tr>
<td>Councilman Frank Sommerkamp*</td>
<td>Pat Dressman</td>
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<tr>
<td>Shorty Tomlinson</td>
<td>John Muller</td>
</tr>
<tr>
<td>Vicky King*</td>
<td>George Zubaty</td>
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<tr>
<td>Billie Bradford</td>
<td>Judge Ken McFarland</td>
</tr>
</tbody>
</table>

*Indicates Alternate in attendance and voting.
Those members not present or without representation:

Mayor Diane Whalen
Mayor Nelson Brown
Mayor Mark Carnahan
Mayor Chris Reinersman
Mayor Jerry Peluso
Mayor Milkweed Wotier
Mayor Robb Adams

IV. INTRODUCTIONS - The Chair will ask any other guests present to introduce themselves and to note the jurisdiction or organization they represent.

Aaron Thompson – Governor Bevin’s office
Shane Noem – Senator Mitch McConnell’s office
Kristin Leadingham – VonLehman CPA & Advisory Firm

V. RECOGNITION OF AUDIENCE - Anyone wishing to address the Board may do so at this time. The Chair will recognize those wishing to do so.

No reports were made.

VI. APPROVAL OF AGENDA - The Board of Directors is asked to approve the agenda (after the agenda is approved, deletions are subject to a 2/3 majority vote of those members present). Action requested.

Shorty Tomlinson moved to approve the January 25, 2018 agenda; seconded by George Zubaty. Motion carried.

VII. PRESENTATION OF MINUTES - Minutes of the November 30, 2017 Meeting of the Board of Directors have been mailed out previously and are ready for approval subject to any additions, deletions, or corrections. Action requested.

Pat Dressman moved to approve the minutes; seconded by Rick Skinner. Motion carried.

VIII. SPECIAL PRESENTATION – None

IX. CONSENT AGENDA - None

X. ADMINISTRATIVE - Items relating to NKADD Administration will be discussed at this time.
A. **Financial Reports** - Cumulative financial reports will be presented for consideration. See Attachment. Larry Bosley will report. See attachment # 2. **Action requested.**

   Pat Raverty moved to approve; seconded by Lisa Wilson-Plajer. **Motion carried.**

B. **Finance & Administration Committee Report** - Judge Casey Ellis and Kristin Leadingham with VonLehman CPA & Advisory Firm will present Fiscal Year 2017 Audit for review and consideration. Please see attachment #7. **Action requested.**

   Casey Ellis moved to approve the compiled financial statements; seconded by Kris Knochelmann. **Motion carried.** The full Audit will be presented at the February meeting.

C. **Staff Recognition** - Staff service awards will be presented. Margaret Bowling will report. **No action requested.**

   Stacey Phillips received a 5-year service award

D. **Policy Updates** - Consideration of revisions to the Code of Ethics and the Conflict Resolution Policy. See Attachment #3 & 3.2. Joe Cottingham / Lisa Cooper will report. **Action requested.**

   Pat Raverty moved to approve; seconded Billie Bradford. **Motion carried.**

E. **Ethics Report** - Monthly report from NKADD Ethics Officer. Joe Cottingham will report. **No action requested.**

   Joe Cottingham. Nothing to report.

F. **Audit Services** - Consideration of solicitation of bids for audit services through a Request for proposal (RFP) process. Larry will report. **Action requested.**

   Kris Knochelmann moved to approve; seconded by Shorty Tomlinson. **Motion carried.**

G. **Managed Printer Services** - The NKADD’s Managed Printer Services contract is up in the middle of March. Vendors have been contacted to provide new quotes for Managed Printer Services. See Attachment # 4. Clay Beyer will report. **Action requested.**
Pat Dressman moved to approve; seconded by Amy Heeger. **Motion carried.**

H. The NKADD’s networking equipment- is End of Life. Vendors were contracted for quotes to replace our current Firewall and Switches with Cisco Meraki hardware. Vendors were also asked to provide configuration and implementation services in the quote. Please see Attachment #4.2. Clay Beyer will report. **Action requested.**

George Zubaty moved to approve; seconded by Amy Heeger. Motion carried.

**XI. PROGRAMMATIC** - Items relating to NKADD program activities will be discussed at this time.

A. Supplemental Nutrition Assistance Program (SNAP) Update – The SNAP Employment & Training (E&T) program has begun to roll out. See Attachment #5. Barbara Stewart will report. **No action is requested.**

B. Revolving Loan Funds- 1.) Loan request in the amount of 100,000 for the expansion of Davon Auto LLC. 2.) Lien release request for the property located at 9429 Fairground Road in Louisville, KY by Tom Drennen of Kangaroo Foods. Meghan Sandfoss will report. **Action requested.**

  1.) Jordan Huizenga move to approve; seconded by Pat Dressman. Motion carried.
  2.) Kris Knochelmann moved to approve; second by Amy Heeger. Lewis Diaz abstained. Motion carried.

C. Area Development Fund- Meghan will be sending each county the current ADF Balances.

D. HIRT Contract- Consideration of a contract for software services for the Heroin Impact Response Team (HIRT). See Attachment #6. Meghan Sandfoss will report. **Action requested.**

  Casey Ellis moved to approve; seconded by Louis Kelly

E. Council on Aging Reappointments: Consideration of 1.) Susan Maier to serve a one-year term as Council on Aging Chair through the end of 2018 Calendar Year. Anne Wildman will report. **Action is requested.** 2.) Diana Herrmann to serve one-year term as Council on Aging Veterans Healthcare Representative through the end of the 2018 calendar year. Anne Wildman will report. **Action is requested.**
1.) Shorty Tomlinson moved to approve; seconded by John Muller. Motion carried.
2.) Billie Bradford moved to approve; Seconded by Pat Dressman. Motion carried.

XIII. EXECUTIVE DIRECTOR’S REPORT

1. NKY Legislative Caucus
   -Sat Feb 3rd at Highlands Highschool
   10:00 a.m.- 12:00 p.m.
2. KCADD Legislative Breakfast
   -Thurs Feb 15th at Capitol Annex
   7:00 a.m.- 8:30 a.m.
   Followed by Business Mtg.

XIV. ANNOUNCEMENTS AND REMINDERS

XII. ADJOURNMENT – Lisa Wilson-Plajer moved to adjourn the January 25, 2018 meeting of the Board of Directors at 12:52pm; seconded by Shorty Tomlinson. Motion carried.

____________________________________
Lewis Diaz, Chair

____________________________________
Mayor Rick Skinner, 1st. Vice Chair