NORTHERN KENTUCKY AREA DEVELOPMENT DISTRICT
BOARD OF DIRECTORS MEETING

NKADD
22 Spiral Drive
Florence, Kentucky

May 23, 2019
MINUTES

I. CALL TO ORDER – Rick Skinner, Vice Chair, called the meeting to order in the NKADD Conference Rooms located at 22 Spiral Drive, Florence, KY at 12:00 p.m.

II. INVOCATION / PLEDGE OF ALLEGIANCE – The invocation was given by Vice Chair Rick Skinner, followed by the Pledge of Allegiance.

III. QUORUM – Rick Skinner, Vice Chair, declared a quorum verified by Secretary Amy Scalf.

Board members present were:

Brent Caldwell* 
Joe Cottingham 
Matt Elberfeld* 
Mayor Adam Gaines 
Pam Goetting 
Mayor Jim Hamberg 
Judge Kris Knochelmann 
Matt Kremer* 
Tom Lampe 
Shelby Miles 
Chris Moriconi* 
Judge Ryan Morris 
Laura Pleiman* 
Pat Raverty 
David Rose 
Willie Schadler 
Mayor Rick Skinner 
Todd Spurgeon 
Judge Shorty Tomlinson 
Lisa Wilson-Plajer 
George Zubaty

*Indicates Alternate in attendance and voting.

Those members not present or without representation:

Mayor Robb Adams 
Billie Bradford 
Mayor Gabe Brown 
Melissa Koester 
Susan Maier 
Mayor Paul Meier 
Mayor Joe Meyer 
John Muller 
Mayor Jerry Peluso 
Mayor Ron Stinson

Staff Present

Clay Beyer, Margaret Bowling, Lisa Cooper, Kendall O’Toole, Heather Patton, Stacy Phillips, Amy Scalf, Barb Stewart, Anne Wildman, Jennifer Williams

THE NORTHERN KENTUCKY AREA DEVELOPMENT DISTRICT (NKADD) WILL MAKE EVERY REASONABLE ACCOMMODATION TO ASSIST QUALIFIED PERSONS WITH DISABILITIES ACCESSING AVAILABLE SERVICES OR IN ATTENDING AGENCY ACTIVITIES. IF THERE IS A NEED FOR TH NKADD TO BE AWARE OF A SPECIFIC REQUIREMENT, YOU ARE ENCOURAGED TO CONTACT THIS AGENCY PRIOR TO THE ACTIVITY SO THAT SUITABLE ARRANGEMENTS CAN BE CONSIDERED FOR THE DELIVERY OF THE SERVICE
IV. **INTRODUCTIONS** - The Chair will ask any other guests present to introduce themselves and to note the jurisdiction or organization they represent.

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.

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

Judge Kris Knochelmann moved to approve the agenda; seconded by Mayor Jim Hamberg. **Motion carried.**

VII. **PRESENTATION OF MINUTES** - Minutes of the April 25, 2019, Meeting of the Board of Directors have been mailed out previously and are ready for approval subject to any additions, deletions, or corrections. Attachment 01. *Action requested.*

Lisa Wilson-Plajer moved to approve the minutes; seconded by Pam Goetting. **Motion carried.**

VIII. **ADMINISTRATIVE** - Items relating to NKADD Administration were discussed at this time.

   A. **Financial Reports** - Cumulative financial reports were presented for consideration by Kendall O’Toole. See Attachment 02. *Action requested.*

      Mayor Adam Gaines moved to approve the Financial Reports; seconded by George Zubaty. **Motion carried.**

   B. **Ethics Report** - Monthly report from NKADD Ethics Officer Joe Cottingham.

      No report was made. **No action requested.**

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

   A. **Aging Request for Proposals** – Anne Wildman discussed recommendations for the Aging Request for Proposals. See Attachments 03 and 04. *Action requested.*

      George Zubaty moved to approve Recommendation 1, to award contracts; seconded by Willie Schadler. **Motion carried.**
Judge Kris Knochelmann moved to approve Recommendation 2, to allow NKADD staff to negotiate contracts in Grant, Owen and Pendleton counties; seconded by Mayor Adam Gaines. **Motion carried.**

Judge Kris Knochelmann moved to approve Recommendation 3, to allow NKADD staff to negotiate contracts for transportation services; seconded by Mayor Adam Gaines. **Motion carried.**

B. **A Day in the Life of a Case Manager** – Long Term Care Supervisor Stacy Phillips and Case Manager Heather Patton presented what a day is like for a Case Manager. **No action requested.**

C. **Revolving Loan Fund Requests** – Meghan Sandfoss presented requests from Alto Pizza Kitchen and Bar, LLC., to change terms and conditions of its loan, as well as a request for the release of mortgage. **Action requested.**

Mayor Jim Hamberg moved to approve the changes; seconded by Judge Kris Knochelmann. **Motion carried.**

**XI. EXECUTIVE DIRECTOR’S REPORT**

**XI. ANNOUNCEMENTS AND REMINDERS**

**XII. ADJOURNMENT** – Meeting adjourned at 12:43 p.m.

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Lewis Diaz, Chair

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Mayor Rick Skinner, 1st. Vice Chair