NORTHERN KENTUCKY AREA DEVELOPMENT DISTRICT
BOARD OF DIRECTORS MEETING
22 Spiral Drive
Florence, Kentucky

January 26, 2017
MINUTES

I. CALL TO ORDER – Harold “Shorty” Tomlinson, Chair, called the meeting to order in the NKADD Conference Rooms located at 22 Spiral Drive, Florence, KY at Noon.

II. INVOCATION/PLEDGE OF ALLEGIANCE – The invocation was given by Mayor Milkweed Woiter, followed by the Pledge of Allegiance.

III. QUORUM – Shorty Tomlinson, Chair, declared a quorum based on the Secretary’s roll call.

Board members present were:

Amy Able*          Judge Kris Knochelmann          David Rose
Joe Cottingham    Melissa Koester             Willie Schadler
Lewis Diaz         Tom Lampe                  Mayor Rick Skinner
Pat Dressman       Gary Mathis*              Frank Sommerkamp*
Matt Elberfeld*    Alex Mattingly*            Shorty Tomlinson
Judge Casey Ellis  Judge Ken McFarland        Lisa Wilson-Plajer
Mayor Jim Hamburg  Chris Moriconi*            Judge Steve Wood
Amy Heeger         John Muller                Mayor Milkweed Wotier
Mayor Tyson Hermes Laura Pleiman*             George Zubaty
Jordan Huizenga*   Pat Raverty                

*Indicates Alternate in attendance and voting

Those members not present or without representation:

Mayor Robb Adams      Judge David Fields        Susan Maier
Billie Bradford       Mayor Elonda Hinson       Todd Spurgeon
Mayor Nelson Brown    Louis Kelly               
Mayor Mark Carnahan   Tom Lampe               

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Staff members present:

Clay Beyer                                                                 Lisa Cooper                                                                 Barbara Stewart
Larry Bosley                                                               Stephanie Pracht-Schmitt                                                        Anne Wildman
Margaret Bowling                                                          Meghan Sandfoss                                                             
Alicia Campbell                                                           Amy Scalf                                                                     

IV.  **INTRODUCTIONS** - The Chair asked guests to introduce themselves and to note the jurisdiction or organization they represent.

V.  **RECOGNITION OF AUDIENCE** – Anyone wishing to address the Board was asked to do so at this time.

No reports were made at this time.

VI.  **APPROVAL OF AGENDA** – The Board of Directors was asked to approve the agenda (after the agenda is approved, deletions are subject to a 2.3 majority vote of the members present). **Action requested.**

Mayor Jim Hamberg moved to approve the January 26, 2017 agenda; seconded by George Zubaty. **Motion carried.**

VII.  **PRESENTATION OF MINUTES** – Minutes of the December 1, 2016 Meeting of the Board of Directors were mailed out previously and are ready for approval as amended subject to any additions, deletions or corrections. **Action requested.**

Frank Sommerkamp moved to approve the Minutes; seconded by Amy Able. **Motion carried.**

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

A.  **Financial Reports** – Larry Bosley presented the cumulative financial reports. **See Attachment 01. Action requested.**

Pat Dressman moved to approve the cumulative financial reports; seconded by Lisa Wilson-Plajer. **Motion carried.**
B. **Finance & Administrative Committee Report** – Judge Kris Knochelman and Stephanie Allgeyer with VonLehman CPA & Advisory Firm presented Fiscal Year 2016 Audit for review and consideration. See Attachment 02. **Action requested.**

Judge Kris Knochelman moved to approve the Finance & Administrative Committee Report; seconded by Mayor Rick Skinner. **Motion carried.**

C. **New Board Members** – Consideration of new Citizen Member appointments – John Muller, Campbell County; David Rose, Grant County; and Melissa Koester, Kenton County. Lisa Cooper reported. **Action requested.**

Lewis Diaz moved to approve New Board Members; seconded by Pat Raverty. **Motion carried.**

D. **Staff Recognition** – Staff service Awards were presented.

IX. **PROGRAMMATIC** – Items related to NKADD program activities were discussed.

A. **Joint Funding Administration Contract** – Consideration of contract for FY17, due to large mid-year reduction from budgeted amount. See Attachment 03. Lisa Cooper reported. **Action requested.**

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

B. **Title VI Plan** – Transit Coordinated Plan: Consideration of the 2017 Title VI Plan for the Regional Transit Coordinated Plan. Lisa Cooper reported. **Action requested.**

Pat Dressman moved to approve Title VI Plan; seconded by Mayor Rick Skinner. **Motion carried.**

C. **Comprehensive Economic Development Strategy (CEDS) Update** – See Attachment 05. Meghan Sandfoss reported. **Action requested.**
Mayor Jim Hamberg moved to approve the Comprehensive Economic Development Strategy (CEDS) Update; seconded by Jordan Huizenga. **Motion carried.**

D. **EPA Brownsfields RLF Subgrant to Neighborhood Foundations** – Attachment Pending. Meghan Sandfoss reported. **Action requested.**

Jordan Huizenga moved to approve EPA Brownsfields RLF Subgrant to Neighborhood Foundations; seconded by Frank Sommerkamp. **Motion carried.**

E. **Northern Kentucky Career Center (NKCC) Key Performance Indicators (KPI)** – The Northern Kentucky Workforce Investment Board (NKWIB) reviewed the KPI for the period July 1, 2016 through November 30, 2016. See Attachment 06. Barbara Stewart reported. **No action is requested.**

F. **Career Center Staffing Changes** – The Cabinet for Workforce and Education has imposed reductions in staff from their Office of Employment and Training (OET) that will cause changes in service delivery systems on the local level. See Attachment 07. Barbara Stewart reported. **No action is requested.**

X. **EXECUTIVE DIRECTOR’S REPORT**

Lisa Cooper announced the Legislative Breakfast will be held on February 8, 2017 at the Capital ANNEX Building located in Frankfort, Kentucky.

Lisa Cooper reported Harold “Shorty” Tomlinson will be sworn in as Chair of Kentucky Council of ADDs.

Lisa Wilson-Plajer awarded “Outstanding Service” award.

XI. **ANNOUNCEMENTS AND REMINDERS**

Lisa Cooper requested the next meeting of the NKADD Board of Directors will be held on February 23, 2017 at 9:00 a.m. in the NKADD Conference Rooms due to Senator Mitch McConnell speaking at the Cincinnati & NKY Chambers’ Federal Legislative Luncheon. **Action requested.**
Tom Lampe moved to approve next meeting; seconded by Amy Able. **Motion carried.**

**XII. ADJOURNMENT** – Lisa Wilson-Plajer moved to adjourn the January 26, 2017 meeting of the Board of Directors; seconded by Pat Dressman. **Motion carried.**