NORTHERN KENTUCKY AREA DEVELOPMENT DISTRICT
BOARD OF DIRECTOR’S MEETING

22 Spiral Drive
Florence, Kentucky

June 23, 2016
MINUTES

I. CALL TO ORDER – Lewis Diaz, Vice 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 Rick Skinner, followed by the Pledge of Allegiance.

III. QUORUM – Lewis Diaz, Vice Chair, declared a quorum based on the Secretary’s roll call.

Board members present were:

Judge Casey Ellis  Joe Cottingham  George Zubaty
Scott Gunning*  Bobby Young  Willie Schadler
Judge Ken McFarland  Seth Cutter*  Frank Sommerkamp*
Mayor Rick Skinner  Pat Dressman  Todd Spurgeon
Mayor Chris Reinersman  Louis Kelly  Amy Able*
Mayor Diane Whalen  Tom Lampe  Mayor Sherry Carran
Lisa Wilson-Plajer  Susan Maier  Brandi Barton*
Lewis Diaz  Judge Bobby Lee Westrick

* Indicates Alternate in attendance and voting.

Those members not present or without representation:

Shorty Tomlinson  Mayor Robb Adams  Judge David Fields
Mayor Milkweed Wotier  Mayor Nelson Brown  Judge Gary Moore
Judge Steven Pendery  Mayor Mark Carnahan  Amy Heeger
Judge Steve Wood  Mayor Elonda Hinson  Nyoka Johnston
Mayor Tyson Hermes  Pat Raverty  Billie Bradford

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 THE 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 asked guests to introduce themselves and to note the jurisdiction or organization they represented.

Shane Noem - Sen. McConnell’s Office  
Billy Matthews-Senator Paul’s Office

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

None 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 those members present). **Action requested.**

Pat Dressman moved to approve the June 23, 2016 Agenda; seconded by George Zubaty. **Motion carried.**

VII. **PRESENTATION OF MINUTES** - Minutes of the April 26, 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.**

Councilman Frank Sommerkamp moved to approve the Minutes; seconded by Bobby Young. **Motion carried.**

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

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

George Zubaty moved to approve the cumulative financial reports; seconded by Bobby Young. **Motion carried.**

B. **FY2017 Budget** – Larry Bosley presented the FY17 budget for approval. **See attachment 02. Action requested.**
Pat Dressman moved to approve the budget for FY17; seconded by George Zubaty. **Motion carried.**

C. **Internal Controls** – Larry Bosley presented a staff request to modify the Internal Controls procedures to allow for the Board Treasurer and Officers to review financial information electronically, for more efficient and flexible opportunities for transparency and oversight. **Action requested.**

Councilman Frank Sommerkamp moved to approve the Internal Controls modification; seconded by Joe Cottingham. **Motion carried.**

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

A. **Aging Nutrition Program RFP (FY17-FY19)** – Anne Wildman presented the Nutrition RFP for approval. See Attachment 03. **Action requested.**

Consideration #1-George Zubaty moved to approve the Nutrition RFP; seconded by Pat Dressman. **Motion carried.**

Consideration #2-Seth Cutter moved to solicitation of contracts; seconded by Bobby Young. **Motion carried.**

B. **Proposed FY17 Senior Center Allocations** – Anne Wildman presented for review and consideration the Senior Center Allocations. See Attachment 04. **Action requested.**

Commissioner Tom Lampe moved to approve the Senior Center Allocations; seconded by Lisa Wilson-Plajer. **Motion carried.**

C. **Heroin Impact Response** – Megan Sandfoss presented for approval, the extension of HIRT Coordinator Contract with Northern Kentucky Independent District Health Department. **Action requested.**

Mayor Diane Whalen moved to approve the HIRT Contract; seconded by Commissioner Tom Lampe. **Motion carried.**

D. **Customer Relationship Management Kiosks**-Bryan Cobb presented a staff request to approve the purchase of hardware in order to facilitate customer sign-in/registration at our Career Centers. **Action requested.**

Mayor Chris Reinersman moved to approve the purchase of hardware for the Career Centers; seconded by Lisa Wilson-Plajer. **Motion carried.**
E. Area Development Fund-Meghan Sandfoss requested approval to fund the Owen County Courthouse and Square Revitalization and Enhancement Project Area Development Fund (ADF). See Attachment 05. **Action requested.**

Judge Casey Ellis moved to approve the Area Development Fund; seconded by Councilman Frank Sommerkamp. **Motion carried.**

X. **EXECUTIVE DIRECTOR’S REPORT**

Annual Meeting will be held at Receptions, September 29, 2016.

Board will consider at next month’s meeting, whether to cancel the August Board Meeting.

Information on impact of new tax regulations on CERS.

Information on the Bluegrass ADD aging services and discussion of what role we could play if requested by BGADD counties and the State.

XI. **ANNOUNCEMENTS AND REMINDERS**

Covington will have a block party July 1st in Randolph park area. Ribbon cutting event will take place for the park.

XII. **ADJOURNMENT** – Lisa Wilson-Plajer moved to adjourn the June 23, 2016 meeting of the Board of Directors; seconded by Willie Schadler. **Motion carried.**

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Lewis Diaz, First Vice Chair

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Judge Kris Knochelmann, Secretary/Treasurer