I. CALL TO ORDER – 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 Tom Lampe, 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:

Judge Casey Ellis  Billie Bradford  Pat Raverty
Judge Kris Knochelmann  Lewis Diaz  Willie Schadler
Judge Ken McFarland  Matt Elberfeld*  Frank Sommerkamp*
Mayor Tyson Hermes  Jordan Huizenga*  Todd Spurgeon
Mayor Chris Reinersman  Louis Kelly  Shorty Tomlinson
Mayor Diane Whalen  Tom Lampe  Lisa Wilson-Plajer
Amy Able*  Susan Maier  Matt Webster*
Brandi Barton*  Gary Mathis*  George Zubaty

* Indicates Alternate in attendance and voting.

Those members not present or without representation:

Judge David Fields  Mayor Robb Adams  Bobby Young
Mayor Milkweed Wotier  Mayor Nelson Brown  Joe Cottingham
Pat Dressman  Mayor Mark Carnahan  Amy Heeger
Judge Steve Wood  Mayor Elonda Hinson  Nyoka Johnston
Mayor Rick Skinner

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.

- 1 -
Staff members present:
Sara Anderson    Lisa Cooper    Amy Scalf
Larry Bosley    Crystal Cottrill    Barbara Stewart
Bryan Cobb    Meghan Sandfoss    Anne Wildman

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

Shawn Carroll - Executive Director, New Perceptions
Shane Noem - Sen. McConnell’s Office
Greg Copley - Field Representative, UK Center for Applied Energy Research
Jim Thaxton - HIRT
David Jenkins - Ross, Sinclair & Associates
Jerry Anglin - American Engineers

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

Greg Copley of the University of Kentucky’s Center for Applied Energy Research discussed the Energy Efficiency Retrofit Program that is working with the Department of Local Governments. Copley said he works as a neutral third party to help write RFPs, be present during walk-throughs, review proposals and negotiate contracts for governments improving their energy efficiency.

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.

Judge Kris Knochelmann moved to approve the May 26, 2016 Agenda; seconded by Lisa Wilson-Plajer. 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.

George Zubaty moved to approve the Minutes; seconded by Councilman Frank Sommerkamp. Motion carried.

VIII. CONSENT AGENDA – See Attachment 01. Action requested.

Billie Bradford moved to approve the Consent Agenda; seconded by Brandi Barton. Motion carried.
IX.  **ADMINISTRATIVE** - Items relating to NKADD Administration will be discussed at this time.

   A.  **Financial Reports** - Larry Bosley presented the cumulative financial reports. See Attachment 02.  **Action requested.**

       Mayor Chris Reinersman moved to approve the cumulative financial reports; seconded by Commissioner Jordan Huizenga.  **Motion carried.**

   B.  **Health/Dental Insurance** – Meghan Sandfoss presented renewal rates for NKADD’s health and dental insurance.  **Action requested.**

       Lewis Diaz moved to approve the Health/Dental Insurance renewal rates; seconded by Commissioner Jordan Huizenga.  **Motion carried.**

       Pat Raverty moved to approve the Group Life and AD&D Insurance renewal rates; seconded by Lisa Wilson-Plajer.  **Motion carried.**

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

   A.  **Northern Kentucky Career Center (NKCC) Information** – Barbara Stewart presented key performance indicators for the Northern Kentucky Workforce Investment Board.  **No action requested.**

   B.  **NKADD Internet/Voice Service** – Bryan Cobb presented a staff request to extend the Cincinnati Bell contract for increased service to the Kentucky Career Center.  **Action requested.**

       Matt Elberfeld moved to approve the contract extension; Tom Lampe seconded the motion.  **Motion carried.**

   C.  **Commodities Warehouse** – Bryan Cobb requested Board of Directors’ guidance on whether to seek bids on a new commodities warehouse space.  **Action requested.**

       Mayor Diane Whalen moved to issue a Request for Proposal for competitive bids on warehouse space and management; seconded by Frank Sommerkamp.  **Motion carried.**
XI. EXECUTIVE DIRECTOR’S REPORT

Please remember to complete Ethics Form.

Lisa Cooper will e-mail regarding specifics for the Annual Meeting in September.

Lisa recognized Sara Anderson, who has been promoted to Workforce Development as a Job Coach.

XII. ANNOUNCEMENTS AND REMINDERS

Lewis Diaz reported on his visit to the White House to meet with the Cuban Ambassador regarding business possibilities. He said he can organize a meeting with the Cuban Ambassador in Kentucky or Cuba.

XIII. EXECUTIVE SESSION – Closed Session per KRS 61.810(c).

Tom Lampe moved to enter Executive Session; seconded by Pat Raverty. Motion carried.

XIV. SSNK PAYMENT REQUEST – Willie Schadler moved to authorize staff to go on-site to review documentation available from SSNK to support their claim for payment. Such documentation is to be analyzed, and if deemed appropriate, presented to the KY Department for Aging and Independent Living for their concurrence, and brought back to the Board for review and final determination; seconded by Councilman Frank Sommerkamp. Motion carried with two members voting nay. Louis Kelly abstained, disclosing a potential conflict.

XV. ADJOURNMENT – Judge Ken McFarland moved to adjourn the May 26, 2016 meeting of the Board of Directors; seconded by George Zubaty. Motion carried.

Harold “Shorty” Tomlinson, Chair

Judge Kris Knochelmann, Secretary/Treasurer