

## **MINUTES**

### **KENTUCKIANA REGIONAL PLANNING & DEVELOPMENT AGENCY (KIPDA)**

#### **MARCH BOARD OF DIRECTORS' MEETING**

#### **MEETING CONDUCTED THROUGH ZOOM AND STREAMED ON THE AGENCY'S YOUTUBE PAGE**

**THURSDAY, MARCH 25, 2021 – 2:00 P.M.**

The 555<sup>th</sup> meeting of the Board of Directors of the Kentuckiana Regional Planning and Development Agency met at 2:00 p.m. on Thursday, March 25, 2021 via Zoom video conference. Members in attendance were:

Mr. Kevin Baity, Chairman, representing Honorable Ryan Ramsey, Town Board President, Clark County, Indiana

Honorable David Voegelé, Vice Chairman, Oldham County Judge/Executive, Oldham County, Kentucky

Honorable Bernard Bowling, representing Honorable Rick Tonini, Mayor of St. Matthews, Jefferson County, Kentucky

Honorable Bill Dieruf, Mayor of Jeffersontown, Jefferson County, Kentucky

Honorable Byron Chapman, Mayor of Middletown, Jefferson County, Kentucky

Honorable, Dan Ison, Shelby County Judge/Executive, Shelby County, Kentucky

Honorable Beverly Chester-Burton, Mayor of Shively, Jefferson County, Kentucky

Mr. Jeff O'Brien, representing Honorable Greg Fischer, Mayor of Louisville, Jefferson County, Kentucky

Mr. Keith Griffée, Bullitt County Fiscal Court, Bullitt County, Kentucky

Honorable Todd Pollock, Trimble County Judge/Executive, Trimble County, Kentucky

Honorable John Riley, Spencer County Judge/Executive, Spencer County, Kentucky

Honorable John Black, Mayor of LaGrange, Oldham County, Kentucky

Honorable Joe Robinson, Mayor of Bedford, Trimble County, Kentucky

Honorable David Eaton, Mayor of Shelbyville, Shelby County, Kentucky

## OTHERS IN ATTENDANCE

Mr. Jarrett Haley  
Mr. Tom Pope  
Ms. Kelly Tyra-Cecil  
Ms. Rachael Miller  
Mr. Paul Sangalli  
Ms. Jennifer Wahle  
Ms. Danielle Story  
Mr. Justin Carter  
Ms. Hayden Kandul  
Ms. Olivia Ranseen  
Ms. Jenna Graham  
Ms. Amanda Spencer  
Mr. Adam Forseth  
Ms. Jessica Elkin  
Ms. Lynne Evans  
Ms. Jennifer Craig  
Ms. Dia Erpenbeck  
Ms. Vesselina Romanov  
Honorable Jon Park  
Ms. Jane Pfeiffer  
Mr. Michael Gritton  
Mr. Austin Dupré  
Ms. Mitzi Wyrick  
Mr. Joe Williams

## REPRESENTING

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Shelby County  
Kentuckiana Works  
Kentuckiana Works  
Shelby County Fiscal Court  
Wyatt, Tarrant, & Combs  
Gov. Andy Beshear

## ROLL CALL

Executive Director Haley called roll and stated a quorum was present.

## WELCOME

Chairman Baity welcomed and thanked everyone for attending the meeting.

## MINUTES

Mayor Dieruf moved to approve the minutes of the Board of Directors' meeting held February 25, 2021. Mayor Eaton seconded. Motion carried unanimously on a voice vote.

## **FEBRUARY FINANCIAL STATEMENTS**

Mr. Pope presented the February financial report. The first page of the report is the summary of elements grouped by division. The agency is 66.67% through the fiscal year. Each division's total spending is well within that percentage of their budget. Some of the work elements are a little ahead, some are a little behind, and some have available funds that will carryover. There is nothing on the first page of the report that would cause any concerns.

The next part of the report is the agencywide line-item revenues and expenditures. Again, it is not anticipated that there will be any problems. The agency has set up one twelfth of the member dues budget as revenue each month. Within the Social Services Division, some of those revenues are showing that they are 100% expended and earned. That is because the state has told the agency to bill from the available state funds first, with the majority of the CARES funds being billed second. The expenses show that there is nothing to cause any concerns.

Some items, such as building insurance, show 100% expended because they are billed completely at the beginning of the year. Also, the report shows that providers of homecare and III-B In-home services have spent 100% of their budgets. This is due to the fact that the agency contracts with the providers for a cost of a unit of service and then pays the contractors based on what services are ordered by our case managers. Each month we reduce the amount budgeted for homecare providers (code 68000 on this report) and III-B In-services providers (code 70800 on this report) and reallocates to the respective providers' budgets. This causes the providers to reflect 100% spent when there is still money available to use. The balance sheet shows that the agency is in a sound financial position.

Judge Pollock moved to approve the report. Mayor Dieruf seconded. Motion carried unanimously on a voice vote.

## **REPORT FROM THE DIRECTOR OF KENTUCKIANAWORKS**

Mr. Michael Gritton, Director of Kentuckiana Works, gave a report on current and ongoing activities. KentuckianaWorks is the Workforce Development Board for the Louisville region, which includes Bullitt, Henry, Jefferson, Oldham, Shelby, Spencer, and Trimble counties.

KentuckianaWorks is funded primarily by the U.S. Department of Labor and the Workforce Innovation and Opportunity Act (WIOA) through

the Kentucky Education Workforce Development Cabinet and Louisville Metro Government.

The organization operates a regional network of Kentucky Career Center services that includes job and career counseling, training, resume-building and direct referral to employers. It has also developed a Regional Plan for the Central Kentucky region's workforce as well as a Local Plan, both of which are required by the Workforce Innovation and Opportunity Act (WIOA):

In April, local, regional, and state workforce leaders gathered for the official signing of the Bi-State Plan for Advancing the Regional Workforce. This plan, among the first of its kind in the nation, lays out a framework for KentuckianaWorks and Southern Indiana Works to share data and collaborate across the 13 counties that comprise the Louisville region. It is designed to improve the responsiveness to the needs of the region's employers, job seekers, and students. The WIOA Bi-State Regional Plan is now open for public comment.

### **MARKETING, BRANDING, AND WEBSITE CONTRACTS**

Ms. Story stated that KIPDA is requesting to enter into contract with Fieldtrip to create a marketing and branding guide to improve the agency's outreach and communication efforts and to amend its contract with Tanner West to perform website updates.

The technical assistance provided to the units of local government has been evolving and trending to more online and technology-based assistance, which has been a significant need during the past year while navigating the pandemic. The agency hosts meetings and public hearings via Zoom and streams them on YouTube; sends out online surveys to garner public opinions on city and county projects when submitting funding applications; informs the public of services such as healthcare and meal assistance; advertises funding cycles; offers interactive tools to view and display data such as the KIPDA Online Resource Center; advertises Requests For Proposals (RFP) and Requests For Quotations (RFQ) and public hearings for the units of local government; posts online surveys and feedback maps during regional plan updates such as the Metropolitan Transportation Plan (MTP) and Comprehensive Economic Development Strategy

(CEDDS) and all these technical assistance tools are posted on the KIPDA website and its various social media sites.

The transition to online platforms has been successful with increased participation in meetings and more public response via surveys, online maps, and social media. In fact, two of the Land and Water Conservation Fund (LWCF) applications for Spencer and Shelby counties received 235 public comments. That is the largest response the agency has seen on a grant application. The Metropolitan Transportation Plan update received 209 survey responses and 800 online map comments, and the Active Transportation Plan has received 500 survey responses. Again, the largest public response seen on these updates. The Social Services division has seen increased participation across multiple programs by utilizing online communication. The most recent success being the registration of over 450 people to receive the COVID vaccine.

The agency would like to continue to better improve its online presence and communications across all platforms to better serve the units of local government and the community.

This onetime expense is \$35,000.00 in total and will be split across the Community and Economic Development, Transportation, and Social Services divisions with a total cost to each division of approximately \$11,700.00. The marketing and branding guide contract will be just under \$30,000.00, and the website contract will be \$5,000.00. The agency has met with three firms: Fieldtrip, Durham, and Via. All quotes were similar in price, but Fieldtrip had the most impressive proposal and clear understanding of KIPDA and the services the agency provides. KIPDA is currently under contract with Tanner West for hosting and maintaining its website but would need to amend the contract to update the website to be in alignment with the agency's new outreach materials.

Board approval is requested for KIPDA's Executive Director to enter into contract with Fieldtrip for the marketing and branding guide and to amend the agency's contract with Tanner West to update the website.

Judge Riley moved to approve the requests. Judge Pollock seconded. Motion carried unanimously on a voice vote.

## **FY2022 TRANSIT PLANNING FUNDS**

Ms. Spencer stated that the Division of Transportation is seeking approval to apply for, and if successful enter into an agreement for, Federal Transit Administration (FTA) Section 5303 funds through the Kentucky Transportation Cabinet (KYTC) for Metropolitan Planning Organization (MPO) Transit Planning Activities in FY 2022.

The application, which is due, April 1, 2021, includes requests for:

- \$250,000.00 in federal funds to be matched by \$62,500.00 in local funds for normal MPO transit planning operations.
- Funding for the continuation of two TARC studies:
- \$100,000.00 in federal funds with \$25,000.00 in TARC match funds for the fleet electrification study; and
- \$125,000.00 in federal funds with \$31,250.00 in TARC match funds for the Mobility as a Service study.

Judge Pollock moved to approve the request. Judge Ison seconded. Motion carried unanimously on a voice vote.

## **AVAILABLE FUNDING OPPORTUNITIES**

Ms. Story stated that the Land and Water Conservation Fund (LWCF) and Recreational Trails Program (RTP) grants are now open. The deadline to apply is May 31<sup>st</sup>. Community Development Block Grants (CDBG) will open April 1<sup>st</sup> and the deadline to apply to September 1<sup>st</sup>. If you would like assistance on applying for any of these grants, please contact the KIPDA CED division as soon as possible.

## **RESILIENT KENTUCKIANA**

Ms. Graham gave a presentation on KIPDA's new Resilient Kentuckiana website. The website provides an abundant number of resources for individuals, businesses, and local government. Under the Community Resources tab, individuals can access information about food resources in Kentucky such as food pantries, mobile pantries, and distribution centers in the KIPDA region by county, day, and location. Individuals can even search based on their address to find the nearest food resource location.

Business assistance information on the Resilient Kentuckiana website includes financial opportunities and business resources. Some of the financial opportunities listed on the website are small business grants, program funding assistance, and federal loans and grants. Technical assistance, marketing and outreach, and financial assistance, and online integration information is also available for businesses.

The Resilient Kentuckiana website offers information for local governments including financial opportunities, public engagement, and trainings. Financial assistance opportunities for local governments include several federal and state loan and grant funding programs. Tips for local government to improve public engagement such as community surveys, social media presence, virtual meetings, and community website information are also available. Information about trainings is listed for local government officials where they can access current training opportunities.

The website also includes information about the current KIPDA regional Comprehensive Economic Development Strategy; the Regional Hazard Mitigation Plan; the Pandemic Recovery Plan; and Connecting Resiliency Planning. All this information can be accessed by visiting the Resilient Kentuckiana website at [www.resilientkentuckiana.org](http://www.resilientkentuckiana.org).

## **SOCIAL SERVICES FY2022 AREA PLAN**

Ms. Elkin stated that the Social Services Area Plan reflects the efforts of the Area Agencies on Aging and Independent Living (AAAIL) by determining the needs of the older population within its service jurisdiction; arranging through a variety of linkages for the provision of services to meet those needs; and evaluating how well the needs were met by the resources applied to them. The Area Plan cycle runs every three years but due to the COVID-19 pandemic, this Plan is an extension of the prior three-year plan and contains minor updates with pandemic caveats. Next year will be a brand-new Plan that will include a Needs Assessment and Public Forums.

The Plan includes extensive information about the service area, which is displayed according to the percentage profile of the KIPDA region. Information about the services offered, where the funding for services comes from, and how much funding is received is also included.

The Social Services Area Plan includes multiple community partnerships and is always seeking growth opportunities. Recently, retail pharmacies and local health departments have been partnered with to assist in the COVID-19 vaccine information and distribution. Service providers have been strong through the

pandemic and have been phenomenal at working to ensure services are maintained. Although many committee and coalition meetings have been placed on hold due to COVID-19, the Agency and its service providers continue to work in the background and look forward to getting back to business as usual.

The Capacity Building Plan portion contains three top goals for the Agency for this planning cycle:

- Transition from pandemic operations to newly defined traditional operations will be the primary goal during this planning cycle. Carrying the lessons learned along with the innovative ideas of service provision into the future as KIPDA and its service providers continue to follow their vision, mission, and create new opportunities.
- Continue to overhaul and expand the Aging and Disabilities Advisory Council by increasing and expanding diversity of membership; improving functionality and productivity of the council; utilizing the council to increase opportunities for older adults, persons with disabilities, caregivers, and other community members to participate in civic engagement activities.
- Create and implement a plan to continue expanding revenue streams to increase service provision opportunities and networking and partnering with community providers in health care and community service arena. The goal is to ensure community members have access to affordable and quality services when they need them.

The most frequently identified needs or gaps in older adult services in the service area are:

- Access to transportation, particularly in the rural communities; non-emergency medical transportation to health care providers; transportation to on-going treatment such as dialysis; transportation to church, grocery stores, shopping, social and recreational events, etc.;
- Housing and home repair are needs identified often by older persons in the region and people who are in the lower end of socio-economic status. This was identified as a significant need in the needs assessment;
- Older persons and persons with disabilities are also challenged with accessing available and affordable in-home care;
- Hubs of information are needed;
- Presence of resources are not well known in the community;



- A large network of dedicated providers who have shown exceptional flexibility and ability to adjust to challenges with as little disruption as was/is possible in service delivery during this pandemic.

In-home services, such as Wavier programs, HomeCare, etc., have experienced difficulty hiring and retaining service aides and some clients are on hold for services due to the COVID-19 pandemic. The transportation services have experienced the inability to transport clients as planned due to COVID-19 transportation and travel restrictions. Caregiver supports services have had to modify caregiver support by providing support on-line and have increased their information distribution by other methods than in-person. Meals services have experienced a greater need and wait time for these services due to shelter-in-place standards during the pandemic.

Currently, KIPDA funding supports two multipurpose senior centers in Jefferson County. There is a multipurpose senior center that covers the geographic area of Bullitt, Shelby, and Spencer counties. There is also a multipurpose senior center in Oldham County that covers the geographic area of Henry, Oldham, and Trimble counties.

Services offered are designed to meet the needs of varying populations: home-bound, sedentary, and active individuals. General services offered by the multipurpose centers include telephone reassurance, advocacy, congregate meals, counseling, educational seminars, friendly visits, health and wellness programs, information and referral, Kentucky State Health Insurance Assistance Program (SHIP) services and information, physical activities, recreational programs, and transportation services.

The senior centers have been closed to in-person visits since March 2020 due to the COVID-19 pandemic. Each senior center has been keeping seniors engaged and connected to their site by sending weekly packets with educational information, health promotions, and recreational information and activities, as well as advocacy alerts and information on elder abuse, neglect, and exploitation. Weekly phone calls are made to senior center participants to determine the needs that the seniors may have.

The financial management and funding development goals of the Area Plan include:

- Advocacy for increased funding in areas of need;

- Program and policy limitations are inhibitive at times to meeting the community's greatest needs;
- KIPDA continuously seeks alternate grant opportunities and business options to obtain additional supplemental funds;
- Seek opportunities for post-pandemic service provision.

Other important goals of the Social Services Area Plan are as follows:

- Empower Kentuckians and their support network to make informed decisions and be able to easily access existing health and long-term care services and supports;
- Enable senior Kentuckians to remain in their own homes with high quality of life for as long as possible through the provision of home and community-based services, including supports for family caregivers;
- Empower older Kentuckians to stay active and healthy through Older Americans Act services and prevention benefits, including programs funded through Medicare;
- Ensure the rights of older Kentuckians and individuals with disabilities and seek to prevent their abuse, neglect, and exploitation;
- Maintain effective and responsive management.

Ms. Elkin stated that the complete version of the draft Area Plan will be sent to Board members via email. It will also be sent to the Department for Aging and Independent Living (DAIL) in draft form until its approval by DAIL. It will then be posted to the KIPDA website following DAIL approval. Ms. Elkin requested approval from the Board members for the Draft Area Plan to be signed by the Board Chairman, KIPDA Executive Director, and required KIPDA staff so that it can be sent to DAIL.

Mayor Chapman moved to approve the request. Judge Voegelé seconded. Motion carried unanimously on a voice vote.

### **WALMART CREDIT CARD FOR GRANDPARENTS PROGRAM**

Ms. Elkin stated that in order to make purchases more convenient and streamlined for the participants in the Grandparents Program KIPDA would like to request Board approval to open a Walmart store credit card with a limit of \$20,000 for the Agency to utilize for that program.

Mayor Dieruf moved to approve the request. Councilman Bowling seconded. Motion carried unanimously on a voice vote.

### **COVID VACCINATION UPDATE & OPPORTUNITIES**

Ms. Elkin reported that KIPDA partnered with Walgreen to hold a drive-thru COVID-19 vaccine event at the Cardinal Stadium parking lot on Friday, March 19, 2021. Walgreens asked that KIPDA schedule at least 400 individuals for the vaccine and there were 450 individuals register for the vaccine event in just two and a half days. KIPDA staff worked hard to assist individuals in getting registered. The Transportation Division staff assisted at the event by providing a shuttle service from the nearest TARC bus station to Cardinal Stadium. There was a huge involvement from so many KIPDA staff members to make the vaccine event a big success.

KIPDA is also working to get the home-bound clients that have been identified vaccinated through local health departments. Some transportation issues are still being worked out for clients who need transportation to get to a vaccination site. KIPDA was able to get the majority of its clients vaccinated at the event on March 19<sup>th</sup>. Information about COVID-19 vaccination sites and testing sites is available on the KIPDA website.

### **CED SERVER PURCHASE**

Ms. Wahle stated that the Agency is in need of a new server as part of the normal replacement cycle. The cost for the new server and software will not exceed \$8,700.00. The Agency plans to make this purchase through the government price contract and there is sufficient money in the budget to cover the cost. Ms. Wahle requested Board approval for the server and accompanying software purchase.

Mayor Dieruf moved to approve the request. Mayor Black seconded. Motion carried unanimously on a voice vote.

### **LEGISLATION - KENTUCKY**

Mayor Dieruf stated that House Bill 95 has been signed by the governor. This was the bill that makes the price of insulin \$30.00 per dose. The gas bill was discussed but did not go farther and is most likely dead. House Bill 9 is a cleanup bill for the County Employees Retirement System (CERS) and has also be signed by the governor. The governor vetoed Senate Bill 171, which deals with splash pads. Senate Bill 105 deals with abandoned and vacant properties and was also vetoed by

the governor. House Bill 312, the open records bill, was proposed to limit the frustration of open records requests from out of state. This bill was vetoed by the governor as well.

Cities should go online and check the funding amounts they will receive through the American Recovery Act. This money can be used for COVID relief as with the CARES Act. The difference is this bill versus the CARES Act is that this bill is a revenue replacement bill. It can be used for taxes that local governments have not been able to collect during the pandemic since it is considered lost revenue. Investments in transportation, water, sewer, and broadband infrastructure projects can also be paid for with these funds. Premium pay for essential workers can also be paid from this funding.

### **LEGISLATION - INDIANA**

Mr. Baity reported that this year is a budget year in Indiana so the session is longer than during a non-budget year. Some of the main bills coming out of the Indiana legislature include a bill that would define chokeholds in regard to police techniques. The same bill contains options for de-certifying officers when an officer needs to be dismissed. Another bill addresses how long a governor would be able to institute an emergency order or situation and allows the legislature to come back to session to make sure the governor is not overstretching or overusing authority in regard to emergency powers. Other bills are still on the table that deal with funding for municipalities and how it can be used.

### **MARCH PERSONNEL REPORT**

Ms. Tyra-Cecil presented the March Personnel Report to the Board.

New Hires:

- None

Resignations:

- None

Permanent Position Vacancy:

- Kentucky Caregiver Program Coordinator (full-time) – Division of Social Services.
- Service Advisor (part-time) – Division of Social Services

- A job description and salary information for the above positions can be found at [www.kipda.org/Careers](http://www.kipda.org/Careers)

Staff Count:

- 80 Full-time Permanent
- 4 Part-time Permanent
- 7 Full-time Temporary

Mayor Eaton moved to approve the report. Councilman Bowling seconded. Motion carried unanimously on a voice vote.

## **INTERGOVERNMENTAL REVIEWS**

### **A. Jefferson County, Kentucky, 1405 West Broadway Senior Apartments (KIPDA File No. K8-2021)**

The applicant, The Housing Partnership, Inc., is requesting \$1,000,000.00 from Housing and Urban Development (HUD), \$900,000.00 in state funds, \$1,850,000.00 in local funds, and is providing \$2,002,770.00 to renovate the entire building located at 1405 West Broadway in Louisville, KY, which will include retail and office space on the first floor and four stories of affordable senior housing on floors two, three, four, and five. The building will be divided into two separate condominiums. The housing, including a pro rata portion of the common elements, will be owned by a low-income housing tax partnership.

### **B. Shelby County, Kentucky, Shelby County Safe Room (KIPDA File No. K9-2021)**

The applicant, Shelby County Fiscal Court, is requesting \$1,386,011.25 from the Federal Emergency Management Agency (FEMA), \$221,761.80 in state funds, and \$240,241.95 in local funds to construct a 1,500 square foot safe room in conjunction with the construction of the new Shelby County Department of Public Safety complex to provide protection during severe storm events.

Judge Riley moved to approve the above intergovernmental reviews. Judge Pollock seconded. Motion carried unanimously on a voice vote.

## **EXECUTIVE DIRECTOR'S REPORT**

Mr. Haley asked the Board members their thoughts on the possibility of meeting in-person for the May Board of Directors' meeting. He stated that the meeting could also be a hybrid of in-person and Zoom video conference to keep the number of individuals gathering in-person to a smaller amount. After some discussion, the Board members decided they would like to try a hybrid version Board meeting in May as long as the number of new COVID-19 cases is not too high.

Mayor Dieruf moved to approve the suggestion. Mayor Chester-Burton seconded. Motion carried unanimously on a voice vote.

Mr. Haley stated that the following meetings are scheduled for next month:

The Municipal Clerks Association meeting will be held on Wednesday, April 7, 2021 at 12:00 p.m.

The Regional Planning Council meeting will be held on Tuesday, April 13, 2021 at 11:00 a.m.

The Regional Water Management Council meeting will be held on Tuesday, April 13, 2021 at 1:30 p.m.

The Transportation Technical Coordinating Committee meeting will be held on Wednesday, April 14, 2021 at 1:00 p.m.

The Transportation Policy Committee meeting will be held on Thursday, April 22, 2021 at 12:30 p.m.

The Regional Transportation Council meeting will be held on Thursday, April 22, 2021 at 1:00 p.m.

The Board of Directors' meeting will be held on Thursday, April 22, 2021 at 2:00 p.m.

All meetings will be held on Zoom and streamed on the Agency's YouTube page.


**OTHER BUSINESS**

Mr. Haley stated there was no other business to discuss.

**ADJOURNMENT**

Judge Pollock moved that the meeting be adjourned. Mayor Chester-Burton seconded. Motion carried unanimously on a voice vote.

  
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Mr. Kevin Baity  
Clarksville Town Manager

  
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Date

**Chairman, KIPDA Board of Directors**  
**Office – KIPDA Board of Directors**