



**EKCEP Board of Directors
Meeting Minutes
September 14, 2023**

Attendees:

EKCEP BOD Members

Albey Brock
Bishop Johnson – Proxy Alex Gambrel
Brad LeMaster -Proxy Martina Roe
Becky Walker – Proxy Bridget James
Rodney Chrisman
Christine Gregory – Proxy Mona Whitaker
Connie Barnes – Proxy Ali Hill
Craig Hamilton – Proxy Dean Hall
Carl Tolliver – Proxy Bonnie Conn
Gilbert Holland – Vice Chair
Hubert Herald
Raymond Banks
Jamie Brunk
Judy Roark – Proxy David Carroll
Luther Blanton -Proxy Jill Blevins
Polly Arnold – Proxy Wanda Thacker
Steve Mays – Proxy Beth Spencer
Phyllis Lawson
Tommy Harmon – Proxy Robin Whitaker
Susan Dunaway
Terry Adams
Steve Silcox

EKCEP Staff

Rebecca Miller
Melissa Williams
Michele Whitlock
Sharon Poff
Tonya Collins
Bridget Back
Tesa Turner
Lisa Meade
Theresa Noble
Cris Ritchie
Travis Winkler

Guests

Ricky Baker	Beth Brinly	Mike Fine	Randall Tackett	Amber Teverbaugh
JoAnn Nolan	Tess Russell	Valrey Easterling	Donna Pace	Allison Brown
Brian Fields				

Minutes

The Eastern Kentucky Board of Directors (EKCEP BOD) held its quarterly meeting on September 14, 2023 at 10:30 a.m. The hybrid meeting was held at 412 Roy Campbell Drive Hazard, Ky or via Zoom (if requested).

EKCEP BOD 's Vice Chair, Gilbert Holland called the meeting to order. The roll call resulted in 22 BOD members being in attendance.

Welcome

Rebecca Miller, EKCEP Executive Director welcomed and thanked everyone for attending the meeting.

Board Agenda Items

Special Election

Rebecca Miller discussed the first item on the agenda, The Special Election. Rebecca Miller told the members that Shane Gabbard, EKCEP BOD Chair, stepped down due to personal reasons. Gilbert Holland, current Vice Chair, expressed interest in the position as Chair. Albey Brock expressed interest in the position of Vice Chair. Rebecca Miller asked for other nominees from the floor. No others expressed interest, therefore Albey Brock and Gilbert Holland left the room for the vote. Rebecca Miller asked for open discussion. With no open discussion needed, both positions were voted on at the same time. All members in attendance voted in favor of Gilbert Holland becoming the EKCEP BOD Chair and Albey Brock becoming the EKCEP BOD Vice Chair.

Minutes Approval

Gilbert Holland asked for approval of the September 22, 2022 minutes and June 8, 2023 minutes. Albey Brock made the motion to approve. Robin Whitaker seconded the motion. All voted in favor, none opposed.

EKWIB Certification

Rebecca Miller discussed the recently received EKWIB certification from the State. This was for informational purposes only.

Board Training Portal

Michele Whitlock, EKCEP Internal Auditor, discussed the EKCEP Board Training Portal.

EKCEP Information

- State Plan Meeting – Meeting date will be October 10, 2023 412 Roy Campbell Drive Hazard, Ky or via Zoom – Rebecca Miller
- National Association of Parliamentarians – Rebecca Miller
- Internal Audit Practitioner – Rebecca Miller

- Quarterly State Monitoring Results – Bridget Back
- Contractor Training and Tools – Bridget Back
- Support Letters – Cris Ritchie
- Teleworks USA – Rebecca Miller
- Business Services Reps. – Rebecca Miller
- June 2023 Survey Results – Rebecca Miller

Audit Committee RFP

Michele Whitlock discussed the RFP for the upcoming audit, Caudill and Associates were the successful candidates. Robin Whitaker made the motion to approve the Audit Committee’s proposal for Caudill and Associates to be the successful bidder. Terry Adams seconded the motion. All voted in favor and none opposed.

Financial Reports

Tonya Collins, EKCEP Director of Finance, discussed the Statement of Expenditures, the reduction in Youth Funding from the state and the recently received Storm Grant. Tonya Collins also discussed the Serve Kentucky Contract modification. Phyllis Lawson made the motion to allow Rebecca Miller to sign the modification. The motion was seconded by Rodney Chrisman. All voted in favor and none opposed.

Committees

Rebecca Miller discussed the Joint Advisory Finance Committee between the EKCEP BOD and EKWIB. Albey Brock made the motion to form the committee. Robin Whitaker seconded the motion. All voted in favor and none opposed.

Rebecca Miller briefly talked about the Joint Advisory Program and Policy Committee. More information will be provided at the December 2023 board meeting.

Approval of the 2024 EKCEP Board Meeting Dates

Rebecca Miller discussed the need for the board to depart from the current EKCEP BOD meeting dates. We are recommending the Second Wednesday of each quarter at 10:30 a.m. Rodney Chrisman made a motion to approve the following dates for the EKCEP BOD meetings: March 13, 2024 June 12, 2024 September 11, 2024 December 11, 2024

The motion was seconded by Mona Whitaker. All voted in favor and none opposed.

Adjournment

Gilbert Holland asked for a motion to adjourn the meeting. Albey Brock made the motion to adjourn the meeting. Phyllis Lawson seconded the motion. All voted in favor and none opposed. Meeting adjourned.