

Audubon Area Community Services, Inc.
Community Support Committee
MINUTES

September 23, 2009

The Community Support Committee meeting was called to order at 12:18 pm by Committee Chairman Marshall Hatfield.

Members Present: Mr. Paul Hart Mr. Marshall Hatfield

Staff Present:

Ms. Barbara Embrey, Driver Trainer, GRITS
Ms. Sheila Boling, Housing Services Director
Mr. Larry Hicks, Fleet Maintenance Manager, GRITS
Ms. Tracie Howe, Assistant Director—Administration, GRITS
Mr. Michael Hughes, Assistant Director—Operations, GRITS
Mr. Dan Lanham, GRITS Transit System Manager

GRITS Transportation. Mr. Lanham gave the Committee a departmental update.

American Recovery and Reinvestment Act of 2009 (ARRA) Update. Mr. Lanham gave the Committee an update on the status of the three elements funded under the ARRA recovery act:

Parking Garage. Mr. Lanham distributed current pictures of the Parking Garage and gave a status update.

Hybrid Buses. He also let the committee know that all of the hybrids are in and things are going well. He presented a picture of the hybrids with the new look. He noted that there had been a couple of recalls, but nothing serious.

Mobile Generator. The mobile generator has been bid out and a company called Nixon Power had the lowest bid. Their bid came in at \$45,600. The budget was set for \$49,000. There is a meeting set for the middle of next week to discuss the details. This has not been approved by the state yet, he said.

Extreme Makeover: Home. The “Extreme Makeover” shuttle service turned out to be a huge undertaking, said Mr. Lanham. After the services were performed and the project was complete, GRITS was mailed a contract that essentially said AACs/GRITS wasn’t allowed to say anything about the project without prior written consent from the show’s owners.

GRITS’ Annual Monitoring. The Office of Transportation Delivery (OTD), Kentucky Transportation Cabinet, will be at GRITS on October 13th to monitor the program/department and its operations. OTD’s Ms. Paula Cissell will review GRITS’ paperwork and equipment, he said.

Update on GRITS’ Grants. Mr. Lanham updated the Committee on the status of GRITS’ “5310” Elderly Transportation/Capital Assistance, “5311” operating subsidy, “5316” Job Access Reverse Commute (JARC), and “5317” *New Freedom* grants.

GRITS received a \$440,000 operating subsidy for FY2010. GRITS was also awarded \$12,000 in “RTAP” (training) monies. GRITS expects to acquire nine (9) replacement vehicles under its “5310” capital assistance grant. It may request from the state to switch the nine (9) replacement vehicles to minivans rather than cut-a-ways. Mr. Lanham said that GRITS needed to get rid of the rear loading minivans due

to ADA considerations. There are also several minivans that have mileage of over 300,000. There are issues with finding a minivan that meets “Buy American Certification”. He said that GRITS was trying to get a waiver to buy Chryslers, which are made in Canada.

GRITS expects to acquire three (3) buses under its “5317” *New Freedom* funding. Those buses will cost more because they are designed different. Their ramp is wider, it is electric, and it slides out. Plus, when those buses get to the curb, the bus “kneels.”

TIGGER GRANT (Transportation Infrastructure Greenhouse Gas Emissions Reductions). GRITS’ TIGGER grant application was submitted in May 2009. There was a \$2,000,000 minimum request for the grant. GRITS asked for seven (7) hybrid cut-away buses, which would have totaled about \$600,000. The GRITS proposal included OTS (Owensboro Transit System) in its grant. OTS wanted two (2) hybrid transit buses at \$600,000 per bus. The proposal then included Kentucky River Foothills in the same grant for six (6) hybrid cut-away buses and four (4) hybrid sport utility vehicles.

Mr. Lanham said he had not been officially notified, but he had been told that Kentucky didn’t receive any of those funds.

Human Services Transportation Delivery (HSTD) “Brokerage” Subcontractor Issues in Region 5. Mr. Lanham advised the Committee that there was still “a constant battle” in the Bowling Green area as GRITS continues trying to work on relationships with Bowling Green subcontractors.

Additional GRITS Staff. Mr. Lanham introduced Larry Hicks, Fleet Maintenance Manager. Mr. Hicks handed out a sample of the vehicle report that he maintains. Mr. Lanham also introduced Ms. Barbara Embrey, Driver Trainer. Ms. Embrey came to GRITS from the South Spencer School Corporation. She gave the Committee members a handout outlining the different trainings she has given the drivers to date. Her hope is that these trainings will prepare the drivers and help them be sensitive to the client’s needs. Ms. Embrey is certified as a CPR and First Aid Trainer.

Housing Services. Ms. Harper presented the Committee summary highlights on programs and properties under her department.

Ribbon Cutting of Independence Heights and Horizon Place. On September 4th, the official ribbon cutting was held for both complexes. Both complexes have actually been open for several months, but due to schedule conflicts, we were unable to complete this before opening. The actual ribbon cutting was held at Horizon Place and was attended by all of the partners in both projects. Many residents of Horizon Place attended the festivities and two (2) of the residents opened up their home so that visitors could actually see the units.

Presidents Place. The ground breaking for Presidents Place was on schedule to start the first of September, but due to some financial issues that Wabuck is working out with Kentucky Housing Corporation, that did not happen as planned. However, the twelve-acre site’s earthwork for the project located behind The Springs on state Highway 54 (East Parrish Avenue), Owensboro, is now underway.

Owensboro Regional Recovery. Owensboro Regional Recovery (ORR) is moving along quickly and well. The siding and all of the brick work is installed. AACS has been forwarded some specifications on the appliances for the Center, and this will be discussed in the October 28th contractor progress meeting. One hundred (100) Tempur-pedic twin mattresses were ordered from an organization called Gifts In Kind International. This is a non-profit agency that received donated products from for-profit companies and then coordinates non-profit entities to obtain those donated items for the cost of shipping. For a fee of \$5,850, ORR will receive the mattresses it needs to furnish its facility. The shipment of one hundred (100) mattresses is expected to arrive soon. As of right now, said Mr. Harper, the mattresses are slated to be stored at Crandall Furniture, but that site may change to Sterrett Crane.

AACS has hired a new employee to work with ORR's tax-credit delivery and the other low-income affordable housing properties the agency has. Her name is Jan Johnson. She is from Mayfield, Kentucky. She will begin employment on October 12th. She will be re-locating from Mayfield to Owensboro, as she has a daughter here who is having her very first grandchild. She was previously employed with West Kentucky Allied Services; and she is familiar with Weatherization and the Community Services Block Grant (CSBG). She is currently employed with the Housing Authority in Mayfield and is very familiar with Section 8 policies and regulations, being a Certified Occupancy Specialist. She has no specific Affordable Housing Tax Credit experience, but no one that applied for the position had that prior experience.

Lincolnshire North Apartments —Real Estate Assessment Center Review (REAC). On August 13, 2009 a representative from REAC visited Lincolnshire North to do an assessment of the property. He inspects the grounds, exterior of the buildings and also selected certain occupied units to inspect. There were no health and safety issues found at the complex. There were some minor issues, such as hairline cracks in the foundations, small holes in the vinyl siding, missing tub/sink stoppers, and burnt out light bulbs. All of the above items are in the process of being completed; the AACS staff will send a summary of agency responses to Housing and Urban Development (HUD).

Lincolnshire/Lincolnshire North Kentucky Housing Corporation (KHC) Annual Review. In July, several staff from KHC were on-site for an entire day to review resident files, waiting lists, and the properties. Some of the items that they cited were: HUD form 9887's (Release of Information) not being signed and dated by management, a couple of income errors that resulted in the project having to return approximately \$200 to KHC, a software issue regarding the income limits in our computer system and some work orders that they found in units they inspected. All of the items cited have been corrected and the agency's response has been sent to KHC (copy distributed).

Weatherization Assistance Program. The Weatherization program is extremely busy right now, said Ms. Harper. Two (2) of the program's staff people left agency employment and went to work at Orkin Pest Control. AACS management staff has been very busy trying to work out the details for the Davis-Bacon wages that must be complied with when using the American Recovery and Reinvestment Act of 2009 (ARRA) dollars. Ms. Harper distributed a copy of the new Department of Labor-approved Davis-Bacon wages for the Green River Area.

Ms. Harper noted that AACS will begin using the ARRA Weatherization dollars very shortly, as the FY2010 Department of Energy (DoE) dollars are now running out. AACS currently has three (3) Weatherization contractors. The agency management has had meetings with all of them to make sure they are (and stay) in compliance with the Davis-Bacon wage requirements. There is an enormous amount of paperwork that is attached to the Davis-Bacon Act. This is going to be a learning experience for all of us, but Ms. Harper said she was pretty sure the agency "has a handle on it." Also, there are several great contacts in Frankfort to assist the management with any questions they may have, she said.

ADJOURNMENT

Mr. Hatfield asked if anyone had more business and everyone said no.

There being no further business,

A motion was made to adjourn the meeting. There being no objection, the meeting adjourned at 1:05 p.m.

Marshall Hatfield
Committee Chairman