

PAC MEMBERS PRESENT

Daniel Cameron, Attorney General
Christopher Cohron, Commonwealth's Attorney, 8th Judicial Circuit
Shane Young, Commonwealth's Attorney, 9th Judicial Circuit
Courtney Baxter, Commonwealth's Attorney, 12th Judicial Circuit
John Soyars, Christian County Attorney
Martin Hatfield, Pulaski County Attorney
Margaret Daniel, Citizen Member

PAC/OAG STAFF PRESENT

Bob Stokes
Madeline Wise
Gina Carey
Julie Cox
Susan Blake
Tom Lockridge
Mike Carr
Jenny Reed
Kathy Phillips

GUESTS PRESENT

Lou Anna Red Corn, Commonwealth's Attorney, 22nd Judicial Circuit
Shelly Miller, Commonwealth's Attorney, 11th Judicial Circuit
Harry Rothgerber, Office of the Commonwealth's Attorney, 8th Judicial Circuit
Rob Sanders, Commonwealth's Attorney, 16th Judicial Circuit
Terry Geoghegan, Commonwealth's Attorney, 10th Judicial Circuit

Pursuant to KRS 15.100(2), PAC Executive Director, Bobby Stoke, asked Madeline Wise to call the roll. After the roll was called, a quorum was announced and the meeting was called to order.

Bobby welcomed members and guests to the meeting and announced two new County Attorneys Justin Baird (Hart) and Betty Megan Williams (Menifee). Bobby notified everyone that Rachel Conyers from PAC will be transferring to another agency and the position will be vacant while a new hire is found.

General Cameron introduced and welcomed Vic Maddox to his new role as Deputy Attorney General.

Motion to approve the minutes of the March 18, 2022 special meeting of the Council was made by Chris Cohron, seconded by Courtney Baxter, and passed by voice vote.

Administrative

Training Update

Susan Blake provided an update on the Jury Selection Opening Statements training scheduled for May 15-19 and indicated the class is full and all speakers have committed.

Susan indicated she will be assisting Tom Lockridge who be faculty at the NDAA Cross Examination Course in early May with approximately 84 attendees.

Susan stated the schedule for Kentucky Prosecutors Conference is mostly full with only a few spots left to fill.

Susan provided an update on the personal service contract for the employment lawyer and indicated he has been revising the manual template.

Basic Training for newly elected County Attorneys will be the first week of December at the Hilton. Administrative training may be added to this training.

Bobby provided an overview on the cyber crimes and security training module the University of Louisville is designing which will be for law enforcement and prosecutors. The training will be web based and eligible ethics CLE.

Resource Prosecutor Update

Tom Lockridge provided an update on the Violent Crime Prosecutors duties indicating he had met with Tom Wine and Lou Anna Red Corn and had great discussions with both. He will be reaching out to attorneys in western and eastern districts regarding child welfare.

The survey on training topics resulted in several requests for a two-day training in the fall with a possible forensic science theme.

NDAA Sexual Assault training was attended by Tom Lockridge and he will be building a similar training for UPS employees.

Jenny Reed provided an update on the Traffic Safety Resource Prosecutor (TSRP) activities and indicated that with the passage of HB154, she has met with the KSP Crime

Lab staff, and they are ready to accept blood test kits. The blood search warrant template is in progress and has been reviewed by several judges.

Legislative Update

Chris announced that Harry did a great job keeping up with everything during this year's legislative session

2023 Rocket Docket Application Process

Gina announced the application process for funding will be open until June 1, 2022 and pointed the Council members to the proposed application within their folders. Courtney Baxter made a motion to approve the application as proposed, seconded by Martin Hatfield and passed by voice vote.

Budget

Current Year Budget

Gina Carey began by updating the Council on the current year budget and advised everything is on tract. The County will deobligate \$6,000 to General Fund which is expected due to overfunding of ALLC payments.

Additional funding is budgeted for June 15th payroll so this will not post on July 1 as in previous years and pay checks will not be delayed.

Gina advised that new staff were working on reporting for the TSRP grant when the reporting period closed prior to submission. Gina requested approval to utilize DUI funds to pay the quarterly invoice in the amount of \$66,000. John Soyars made a motion to approve, seconded by Martin Hatfield and passed by voice vote.

Biennial Budget

Gina advised the biennial budget included the 8% raises but no CPI. Funding has been provided for County Attorney expert witness funding and AACL payments.

There will be no additional funds for FY2024 due to the pending study by the Department of Personnel which excluded the Unified Prosecutorial System since there are no classified employee positions.

Commonwealth's Attorneys

Gina Carey began the presentation of the Commonwealth's Attorneys budget by pointing the Council to a handout in their packets for the specific proposed breakdown of the 2023 budget appropriation. Gina summarized that the budget includes increases to supply budgets and will fund annual bar dues for full time assistants and elected officials for reimbursement. The budget also includes \$10,000 for travel and training expenses for Tom Lockridge and Susan Blake. Funding is provided for the eDiscoverey Portal, Justware, NDAA trainings, legal research, transition the remaining part time offices to full time and 8% salary increments for UPS employees and PAC staff.

Chris Cohron made a motion to approve the proposed budget as provided and to temporarily suspend the rule regarding salary increases requiring approval by the Council when in excess of \$5,000 unless the increase is for a family member (blood or marriage), seconded by Courtney Baxter and passed by voice vote.

As a result of funding appropriated in HB1 (the Executive Budget) for additional positions for Commonwealth's Attorneys, the Council requested that Commonwealth's Attorneys requiring additional positions/funding submit a formal request to PAC staff by 4:30pm EDT May 6, 2022.

County Attorneys

Gina Carey directed the Council members to refer to the handout in their packets for the specific proposed breakdown of the 2023 budget appropriation. Gina summarized that the budget included increases to operating budgets, CLEAR licensing increases, and expert witness funding for juvenile cases.

Martin Hatfield made a motion to approve the proposed budget as provided and to temporarily suspend the rule regarding salary increases requiring approval by the Council when in excess of \$5,000 unless the increase is for a family member (blood or marriage), seconded by John Soyars and passed by voice vote.

As a result of funding appropriated in HB1 (the Executive Budget) for additional positions for County Attorneys, the Council requested that County Attorneys requiring additional positions/funding submit a formal request to PAC staff by 4:30pm EDT May 6, 2022.

Expert Witness

Courtney Baxter, Commonwealth's Attorney 12th Judicial Circuit, requested expert witness funds exceeding \$5,000 for NMS Labs for toxicology analysis and testimony. Chris Cohron made a motion to approve, seconded by Shane Young and passed by voice vote.

Personnel Requests

A. No Additional Funds Required

Chris Cohron made a motion to approve the No Additional Funds Required items (Commonwealth's Attorneys) 1-8, the motion was seconded by Margaret Daniel and the motion passed by voice vote.

1. Kathy Senter, Commonwealth's Attorney 4th Judicial Circuit, requested approval to increase salary over \$5,000 of a full-time Assistant Commonwealth's Attorney and a part-time Assistant Commonwealth's Attorney position effective March 16, 2022.
2. Zac Greenwell, Commonwealth's Attorney 5th Judicial Circuit, requested approval to reallocate a full-time District Secretary position to a full-time Paralegal position effective May 1, 2022.
3. Shane Young, Commonwealth's Attorney 9th Judicial Circuit, requested approval to establish a two (2) temporary quarter-time Law Clerk positions and one (1) temporary quarter-time District secretary position with no additional funds, to be paid with asset forfeiture funds effective May 16, 2022 through July 31, 2022.
4. Shelly Miller, Commonwealth's Attorney 11th Judicial Circuit, requested approval to increase salary over \$5,000 of a three (3) full-time Assistant Commonwealth's Attorneys and a part-time Assistant Commonwealth's Attorney position effective May 1, 2022.
5. Leigh Ann Roberts, Commonwealth's Attorney 15th Judicial Circuit, requested approval to establish a temporary quarter-time Law Clerk position with no additional funds, to be paid with asset forfeiture funds effective June 1, 2022 through May 31, 2023.
6. Rob Sanders, Commonwealth's Attorney 16th Judicial Circuit, requested approval to establish two (2) temporary quarter-time Law Clerk positions with no additional funds, to be paid with asset forfeiture funds effective May 16, 2022 through August 31, 2022.
7. Jackie Steele, Commonwealth's Attorney 27th Judicial Circuit, requested approval to establish a quarter-time Law Clerk position with no additional funds retroactive to April 1, 2023.

8. Rhonda Copley, Commonwealth's Attorney 32nd Judicial Circuit, requested approval to establish a two (2) temporary quarter-time Law Clerk positions with no additional funds, to be paid with asset forfeiture funds effective June 1, 2022 through July 31, 2022.

John Soyars made a motion to approve the No Additional Funds Required items (County Attorneys) 9-10, the motion was seconded by Martin Hatfield and the motion passed by voice vote.

9. Wes Stephens, Monroe County Attorney, requested approval to reallocate a part-time Assistant County Attorney position to a part-time Legal Secretary position and a quarter-time Legal Secretary position to a quarter-time Assistant County Attorney position with no additional funds retroactive to February 16, 2022.
10. John Bertram, Taylor County Attorney, requested approval to reallocate a part-time Legal Secretary position to a part-time Assistant County Attorney position with no additional funds retroactive to April 1, 2022.

B. Additional Funds Required

Chris Cohron made a motion to deny all Additional Funds Required requests (Commonwealth's Attorneys) including previously tabled requests due to new funding in FY23 for additional positions; requests should be resubmitted, motion was seconded by Courtney Baxter and passed by voice vote.

1. Louis Kelly, Commonwealth's Attorney 54th Judicial Circuit, requested approval to reallocate a part-time Assistant Commonwealth's Attorney position to a full-time Assistant Commonwealth's Attorney position with funding effective July 1, 2022.

Martin Hatfield made a motion to deny all Additional Funds Required requests (County Attorneys) including previously tabled requests due to new funding in FY23 for additional positions; requests should be resubmitted, motion was seconded by John Soyars and passed by voice vote.

2. Justin Baird, Hart County Attorney, requested approval to establish a full-time or part-time Legal Secretary position with funding effective May 1, 2022.

Bobby reminded members and guests that the next meeting of the Prosecutors Advisory Council will be on Friday, May 20th, at 10:00 am in conference room A at the Office of the Attorney, 1024 Capital Center Drive, Frankfort.

A motion to adjourn was made by Margaret Daniel, seconded by Courtney Baxter, and passed by voice vote. The meeting was adjourned at 10:51 am.