

PAC MEMBERS PRESENT

Rob Sanders, Commonwealth's Attorney, 16th Judicial Circuit
Brian Wright, Commonwealth's Attorney, 29th Judicial Circuit
John Estill, Mason County Attorney
Stacy Tapke, Kenton County Attorney
Jackie Steele, Commonwealth's Attorney, 27th Judicial Circuit
Joe Ross, Logan County Attorney
Carrie Ovey-Wiggins, Commonwealth's Attorney, 56th Judicial Circuit
Courtney Baxter, Commonwealth's Attorney, 12th Judicial Circuit
Lisa Foley, Citizen Member
Vic Maddox, Proxy for Attorney General Cameron

PAC/OAG STAFF PRESENT

Susan Blake
Gina Carey
Jenny Reed
Bobby Stokes
Alyssa Logan
Sheila Kratzer
Amy Burke
Kathy Phillips
Samantha Bracco

GUESTS PRESENT

Arch McKay, Nelson County Attorney
Kelley Deaton, Assistant Nelson County Attorney
Erin C. White, Jefferson County Attorney
Jennie Haymond, Madison County Attorney

Pursuant to KRS 15.100(2), Executive Director, Bobby Stokes called the roll. After the roll was called, a quorum was announced, and the meeting was called to order.

Bobby Stokes welcomed everyone to the special PAC meeting and reminded everyone that during special PAC meetings only subjects listed on the agenda can be discussed. He announced the meeting isn't being live streamed.

Bobby Stokes directed everyone to review the meeting minutes from the February 8, 2023 PAC meeting for approval.

Joe Ross made a motion to amend the February 8th, 2023, meeting minutes to remove John Estill's name from PAC member's present, seconded by John Estill, and passed by voice vote.

Rob Sanders made a motion to approve the February 8th, 2023, meeting minutes as amended, seconded by Courtney Baxter, and passed by voice vote.

ADMINISTRATIVE

TRAINING UPDATES

Susan Blake announced KPI for both County and Commonwealth Attorney's will begin the following week at the Hilton in downtown Lexington. The training will take place over four and a half days, five groups have been organized, there's also a waiting list. Registration for the jury selection course will be sent in April, the course is scheduled for the last week of June. She provided a draft of the schedule for the conference in August. She explained that there are still a couple of slots to fill, but is interested in feedback. She is working with Amy Burke to update the Elder Abuse Training videos to include specifics for new hires so they're able to meet the requirements for these trainings.

Tom Lockridge reported he has been working with Rewa Zakharia, building the Child Sex Abuse Training, that will take place October 9-11 at the Origin Hotel in Lexington, Kentucky. He explained he's been busy preparing for cases going to trial.

Jenny Reed announced that Prosecuting the Drugged Driver Course that took place the previous week went very well. She traveled to Sacramento California for the Expert Witness Project; she explained if anyone needs resources for an expert witness to contact her. There are files on expert witnesses to help with cross-examination.

BUDGET

FY2023 UPDATE

Gina Carey explained that County Attorney's payroll was finally starting to recover from the transitions and vacancies were being filled. However, she stated that numerous Commonwealth's Attorney vacancies continue to persist. The excessing vacancies continue to impact the Commonwealth's Attorney's budget. She stated that PAC staff had identified approximately \$500,000 in Commonwealth's Attorney computers and laptops that were due to be replaced. Additionally, she and PAC IT Director, Chad Coleman had been working on a solution to the current Justware Software that needs to be replaced. She reported that they have visited offices in Kenton and Fayette counties with members of AOC staff. Additionally, several offices have participated in a demonstration of the NICE document sharing system. This system would replace the

DocuShare system currently used by the Commonwealth's Attorneys. The NICE software offers a wide range of features, including transcription, video editing, and the ability to share discovery. She explained the NICE Software is comparable in price to the budgeted amount for DocuShare. She is gathering pricing information and hopes to provide additional details at the April PAC meeting.

FY2024 PRELIMINARY BUDGET FOR DISCUSSION

Gina Carey announced that the FY24 budget is still pending until the amount of funding to be added to each appropriation for the 6% salary increases is received from the Office of the State Budget Director. Stacy Tapke asked about the 6% and if it was confirmed. Gina stated that the 6% increases were approved as part of HB444, but that the council had already increased budgets by 5% on December 1, 2022 due to the excess in vacancies. She went on to state that there are several things that will affect the Commonwealth Attorney's budget including leases and re-negotiating the West Law Contract. She explained the contract with DocuShare is paid through fiscal year 2024. There will be a small transition period if it's decided to shift to NICE software. NICE is already being utilized by KSP so a state contract is already in place.

TRAINING UPDATE

Bobby Stokes asked Kathy Phillips if she would like to provide a training update. Kathy Phillips explained she's working with OBA on a training that will take place on October 5th and 6th in Lexington Kentucky. The training will provide a multidisciplinary approach to reducing domestic violence homicide. She announced she just completed a training in Boyd County and is currently working on another training in Western Kentucky.

LEASES

26TH JC LEASE REVIEW

Bobby Stokes announced that the 26th (Harlan) Judicial Circuit is requesting an increase from Real Properties. The current rate is \$8.20 per square foot and they're requesting to raise that number by \$8.35 per square foot. The total cost increase is less than \$500.00 annually. Rob Sanders made a motion to approve the cost increase, seconded by Jackie Steele, and passed by voice vote.

PERSONNEL REQUESTED

A. NO ADDITIONAL FUNDS

1. Stephanie Bolen, Commonwealth's Attorney 3rd Judicial Circuit, requested approval to reallocate a full-time Assistant

Commonwealth's Attorney position to a full-time District Secretary position retroactive to March 16, 2023.

2. Rob Sanders, Commonwealth's Attorney 16th Judicial Circuit, requested approval to establish a three (3) temporary quarter-time Law Clerk position with no additional funds, to be paid with asset forfeiture funds effective May 16, 2023 through August 31, 2023.
3. Ashton McKenzie, Commonwealth's Attorney 21st Judicial Circuit, requested approval to establish a quarter-time Assistant Commonwealth's Attorney position and to amend a current temporary quarter-time Assistant Commonwealth's Attorney position to permanent with both to be retroactive to March 1, 2023.
4. Kimberly Baird, Commonwealth's Attorney 22nd Judicial Circuit, requested approval to reallocate a quarter-time Assistant Commonwealth's Attorney position to a quarter-time District Secretary position effective April 1, 2023.
5. David Smith, Commonwealth's Attorney 25th Judicial Circuit, requested approval to reallocate a part-time Assistant Commonwealth's Attorney position to a full-time Assistant Commonwealth's Attorney position effective April 1, 2023.
6. Rhonda Copley, Commonwealth's Attorney 32nd Judicial Circuit, requested approval to establish three (3) temporary quarter-time Law Clerk positions funded with asset forfeiture funds effective June 1, 2023 through July 31, 2023.
7. Dennis Foust, Commonwealth's Attorney 42nd Judicial Circuit, requested approval to temporary fund a quarter-time Law Clerk position funded with asset forfeiture funds retroactive to March 16, 2023 through June 30, 2023 and further requested to increase salary of a full-time Victim Advocate position over \$5,000.00 retroactive to March 16, 2023.
8. Hart Megibben, Commonwealth's Attorney 53rd Judicial Circuit, requested approval to increase the salary of a quarter-time Assistant Commonwealth's Attorney, shared with the Oldham County Attorney, in excess of \$5,000 retroactive to March 1, 2023.

9. Jennie Haymond, Madison County Attorney, requested approval to reallocate a part-time Assistant County Attorney position to a part-time Paralegal position retroactive to March 1, 2023.
10. Cade Foster, McCracken County Attorney, requested approval to reallocate a full-time County Detective position to a part-time Victim Advocate position effective April 1, 2023.

John Estill made a motion to approve personnel requested 7A-1 and 7A. 3-10, Seconded by Jackie Steele, and passed by voice vote.

Rob Sanders announced for the record he'd abstain from voting regarding personnel request A-2, as the request is for his office.

Jackie Steele made a motion to approve personnel request 7A-2, seconded by Courtney Baxter, and passed by voice vote.

B. ADDITIONAL FUNDS REQUIRED

1. Curtis Dotson, Boyd County Attorney, requested to establish a full-time Victim Advocate position with additional funds to fund a salary effective April 1, 2023.
2. John Lewis, Elliott County Attorney, requested approval to reallocate a part-time Legal Secretary position to a full-time Legal Secretary position with additional funds for salary effective April 1, 2023.
3. Justin Baird, Hart County Attorney, requested additional funds to fund a full-time Victim Advocate position effective April 1, 2023.
4. Paul Howard, Pike County Attorney, requested additional funds to increase salaries of a full-time Victim Advocate position and a full-time Legal Secretary position retroactive to January 1, 2023.

Joe Ross made a motion to table additional funds request 7B 1-4 until the FY24 budget is set and possibility of additional funding can be determined, seconded by John Estill, and passed by voice vote.

Bobby Stokes announced the next PAC meeting will take place on April 21st 2023.

Herb Mckee inquired about an additional funds request that was tabled at the December PAC meeting. He explained due to the crime increase; his office needs a part-time employee to assist with the additional work. Gina Carey explained by next month she hopes to have a definite number so she's able to determine if additional fuds will exist in the FY24 budget. Gina Carey announced that at the next PAC meeting the council would determine the Rocket Docket Application process and encouraged him to apply with his County Attorney Steve Gold.

ADJOURN

Rob Sanders made a motion to adjourn at 10:29 A.M., seconded by Jackie Steele, and passed by voice vote.