

**PAC MEMBERS PRESENT**

Vic Maddox, Proxy for Attorney General Cameron  
Rob Sanders, Commonwealth's Attorney, 16<sup>th</sup> Judicial Circuit  
Jackie Steele, Commonwealth's Attorney, 27<sup>th</sup> Judicial Circuit  
Courtney Baxter, Commonwealth's Attorney, 12<sup>th</sup> Judicial Circuit  
Carrie Ovey-Wiggins, Commonwealth's Attorney, 56<sup>th</sup> Judicial Circuit  
Brian Wright, Commonwealth's Attorney, 29<sup>th</sup> Judicial Circuit  
Martin Hatfield, Pulaski County Attorney  
John Estill, Mason County Attorney  
Jenny Oldham, Hardin County Attorney  
Joe Ross, Logan County Attorney  
Stacey Tapke, Kenton County Attorney  
Margaret Daniel, Citizen member  
Lisa Foley, Citizen Member

**PAC/OAG STAFF PRESENT**

Bobby Stokes  
Lindsay James  
Penny Quatman  
Jenny True Reed  
Sheila Kratzer  
Julie Cox  
Chad Coleman  
Susan Blake  
Tom Lockridge  
Gina Carey  
Alyssa Logan  
Samantha Bracco  
Amy Burke  
Kathy Phillips

**GUESTS PRESENT**

Herb McKee, Commonwealth's Attorney, 51<sup>st</sup> Judicial Circuit  
Parker Boggs, Commonwealth's Attorney, 26<sup>th</sup> Judicial Circuit  
Kori Bumgarner, Commonwealth's Attorney, 8<sup>th</sup> Judicial Circuit

Jennie Haymond, Madison County Attorney  
Erin White, Office of the Jefferson County Attorney  
Joe White, Clay County Attorney  
Clayton Adams, Commonwealth's Attorney, 45<sup>th</sup> Judicial Circuit  
Michelle Snodgrass, Commonwealth's Attorney, 17<sup>th</sup> Judicial Circuit  
Richie Kemp, Commonwealth's Attorney, 52<sup>nd</sup> Judicial Circuit  
Bill Slone, Commonwealth's Attorney, 35<sup>th</sup> Judicial Circuit  
Gerina Whethers, Commonwealth's Attorney, 30<sup>th</sup> Judicial Circuit  
Mike Stacy, Commonwealth's Attorney, 1<sup>st</sup> Judicial Circuit  
Kimberly Henderson Baird, 22<sup>nd</sup> Judicial Circuit

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 meeting taking place during the 2023 Kentucky Prosecutors Conference.

Bobby Stokes directed everyone to review the meeting minutes from the June 23, 2023, PAC meeting for approval. Jenny Oldham made a motion to approve the June 23, 2023, minutes, the motion was seconded by Courtney Baxter, and passed by voice vote.

### **ADMINISTRATIVE**

Bobby Stokes directed the Council to review the letter located in the folders provided, related to a vacancy on the Commission on Race and Access to Opportunity due to Erwin Roberts resigning from the Office of the Commonwealth's Attorney in Jefferson County to accept a position in the US Attorney's office. Bobby Stokes requested the Council select three (3) candidates due to the vacancy. He noted the names mentioned previously were Jennie Haymond and Kimberly Baird. Martin Hatfield suggested Angela Evans should be considered as well. Rob Sanders made a motion to submit three (3) candidates Jennie Haymond, Kimberly Baird, and Angela Evans to legislature for consideration, the motion was seconded by John Estill, and passed by voice vote.

### **TRAINING UPDATE**

Susan Blake announced the jury selection and opening statement course took place the last week of June in Louisville. She noted the evaluations were very positive and the faculty did an excellent job. Overall, the course was very successful. She explained a contract is still in place with the trial consultant that is involved in the course and another

course has been scheduled for May 6-9, 2024, at the Embassy Suites in Lexington Kentucky. Save the dates have already been sent out and she has received a good response. She also attended the prosecutor's coordinator meeting in Nashville where she was provided with a lot of good ideas that other states are currently utilizing and plans to present some of the ideas at the next PAC meeting.

Susan Blake announced the Kentucky Prosecutors Conference 2023 is underway and 682 people have registered. She explained an overflow room has been provided for those who want to watch a track live streamed on Wednesday and Friday in the ballroom, however on Thursday the overflow room will be used for a Victim's Advocates track hosted by the Office of the Attorney General, Office of Victims Advocacy. She stated that a food truck would be available for lunch during the conference as well as a buffet lunch in the restaurant on site. She announced the reception would take place on Wednesday at 5:30.

Rob Sanders announced a photographer would be at the conference for two (2) days taking headshots and encouraged all elected officials to get their picture taken.

Bobby Stokes announced the Humane Society would be at the conference on Thursday for anyone interested. He also reported Mike Carr would be available during the conference to collect any electronic surplus.

Tom Lockridge reported he was provided with the opportunity to speak at the NDAA conference this summer. He continues to work with Rewa Zakharia on the Child Sex Abuse training taking place in Lexington Kentucky at the Origin hotel on October 9<sup>th</sup> - 11<sup>th</sup>. Registration has been sent out and is full, but a few more spots are possible.

Jenny True Reed announced a DUI Trial Basics training will take place the following week in Newport Kentucky. She reported September 19<sup>th</sup> Ryan Hutton, a Missouri State Trooper, will discuss everything you need to know about Cannabis in the auditorium at the Transportation Cabinet. She explained the need for training regarding cannabis due to the medical marijuana laws going into effect January 2025. Another training will be held at the Transportation Cabinet on October 17<sup>th</sup>. It will cover CDL/CMV topics for prosecutors. On November 14<sup>th</sup> and 15<sup>th</sup>, nationally known reconstruction expert, John Kwasnoski will be teaching the Courtroom Success course for accident reconstruction. 15 prosecutors and 15 reconstructionist will learn to tips on successfully testifying. She announced good progress on the law enforcement phlebotomy program, and she hopes to have that ready by the beginning of 2024.

Kathy Phillips reported she'll attend a domestic violence and new attorney training as faculty on September 18-22 in West Virginia. She'll also travel to Simpson County on October 19-20 to conduct training on investigation and prosecution of domestic violence cases. She explained she's available to travel to different jurisdictions to provide this training. On October 30<sup>th</sup> she'll be training with the Kentucky Association of Sexual Assault Program. On November 29-December 1<sup>st</sup>, the annual, Ending Sexual Assault and Domestic Violence Conference will take place at the Marriott in Lexington Kentucky, Kathy will be presenting during the conference and will send out additional information closer to the date for anyone that would like to attend. She reported OVA is planning a preventing domestic violence with a multi-disciplinary approach and the Attorney General's office and she is part of a working group working diligently on creating a Kentucky strangulation manual.

## **CASE MANAGEMENT RFP AND NICE IMPLEMENTATION UPDATE**

Gina Carey reported the case management RFP is on hold until the biennial budget is finalized. She and Chad Coleman will travel to Pheonix, Arizona next month to attend the Court Technology Conference. They'll have the opportunity to meet with different vendors and explore different software options. She announced the NICE implementation training was scheduled to begin in mid-September with eight (8) offices.

## **2023 SONEGO AWARD**

Bobby Stokes reminded everyone the Council chose the 2023 Sonogo recipients at the June PAC meeting. He noted this award represents perseverance and integrity.

The award presentations took place with Amy Burke stating that she had nominated Rewa Zahkaria, for the Ian Sonogo award because she encompasses all the wonderful qualities of Ian Sonogo and what made him an asset to everyone in Kentucky. She explained that Rewa is always willing to help where she can, is a kind prosecutor and is adamant about doing what is right. She went on to state that Rewa goes to great lengths to protect victims and has a very victim centered approach to all that she does and takes great care and pride in her work and fellow employees.

Rewa Zakharia accepted her award and thanked everyone for awarding her the 2023 Sonogo Award.

Ashton McKenzie explained why she nominated Jason Greer as the 2023 Sonogo award recipient. She thanked Jason Greer for stepping up to help her when she took over her position at the 21<sup>st</sup> Judicial Circuit. She stated what a wonderful asset he is to their office and is always willing to help. He's loved by his colleagues and family.

Jason Greer thanked everyone for presenting him with the 2023 Sonogo award.

### **KPC 2024 AND 2025**

Gina Carey directed the Council to the handout located in the folders provided. She noted that the contract with the Marriott Griffin Gate for the 2024 Kentucky Prosecutors Conference has already been signed. However, after the completion of the 2023 Kentucky Prosecutors Conference the contract can be voided within 30 days if the Council isn't satisfied with the location. She asked for authorization from the Council to give the PAC staff discretion to terminate the contract if necessary. John Estill made a motion to give PAC staff discretion to terminate the contract, if necessary and consult with the Council if exercising that option, the motion was seconded by Jackie Steele, and passed by voice vote.

Bobby Stokes announced going forward the registration fees for the Kentucky Prosecutors Conference may need to be adjusted to account for rising costs.

Gina Carey discussed additional options for the 2025 Kentucky Prosecutors Conference. She explained with the date so far in advance, more options are available. She stated that the Central Bank location is currently available and that it was currently available but that could change quickly. She directed the Council to the handout prepared by Alyssa containing bids for the 2025 Kentucky Prosecutors Conference. She noted The Galt House was also available for the preferred week, The Marriott Downtown Louisville was available the week before the preferred week, and that the Omni Downtown Louisville also submitted a bid, but isn't economically the best option.

Bobby Stokes asked for the Council's input regarding location. He asked if everyone preferred to keep the conference in Lexington or would like to move it to Louisville or Northern Kentucky. He noted historically, the feedback is mostly positive when the conference is held in Lexington, Kentucky.

Rob Sanders made a motion to hold the 2025 Kentucky Prosecutors Conference at the Lexington Convention Center for convenience and overall value, the motion was seconded by Martin Hatfield, and passed by voice vote.

### **FY2023 PAC ROCKET DOCKET FINAL REPORT**

Gina Carey directed the Council to review the draft final report for the 2023 PAC Rocket Docket programs in the folders provided. She provided a brief overview and noted that there were 49 active programs in fiscal year 2023, with \$30Min savings, which was up by 10% since fiscal year 2022. She highlighted that \$210M had been saved since inception of the program in fiscal year 2016. She noted that approximately 48,000 cases had been served by the PAC Rocket Docket programs in the last seven (7) fiscal years which averaged about 7,000 cases per year. Stacy Tapke made a motion to approve the 2023 Final PAC Rocket Docket Report, the motion was seconded by Joe Ross, and passed by voice vote.

### **2022 CHILD SEXUAL ABUSE REPORT UPDATE**

Gina Carey provided a brief update to the Council regarding the status of the 2022 Child Sexual Abuse Prosecution Data Report and noted that the report was almost complete and due to be presented at the October PAC meeting. She noted that all offices with data to report had completed their reporting for the period.

### **PAC STAFF PAYROLL CERTIFICATIONS**

Bobby Stokes asked for approval of the PAC/UPS staff payroll certifications. Stacy Tapke made a motion to approve the PAC/UPS staff payroll certifications, the motion was seconded by Jackie Steele, and passed by voice vote.

### **BUDGET**

#### **BIENNIAL BUDGET SUBMISSION SUMMARY**

Gina Carey updated the Council regarding the Unified Prosecutorial System Biennial Budget preparation for the Governor's Executive Budget. She noted that the amounts reported at the last meeting had to be adjusted due to the expected reduction in the retirement rate for the next biennium. She reported that though it was early in the fiscal year, the 2024 fiscal year budget projections remain on track for the amount budgeted. The Commonwealth Attorney's vacancies continue to run higher than expected as

offices attempt to find staff and attorneys willing to work for the salaries that can be offered. She asked the Council for input regarding adding a license plate recognition software to the CLEAR software contract from Thomson Reuters. She stated that the total cost would be \$16,800 per year divided between the Commonwealth's and County Attorney's budgets. She reported a trial period for the software took place over three (3) weeks, with only eight (8) respondents. Four (4) reported liking the software option and the remaining four (4) said they wouldn't utilize the software. After discussing the addition of the optional package with the Council, it was decided the software is available to law enforcement already making it unnecessary for the prosecutors to have as well.

## **POLICY REVIEW**

Gina Carey directed the Council to review their packet in the folders provided regarding policies. She brought attention to this since several have asked that increases over \$10,000 to annual salaries be made retroactively, and asked would the Council like to change the policy to make retroactivity allowable. Jackie Steele made a motion to amend policy one (1) related to the retroactive period up to thirty (30) days retroactive to the approval date, the motion was seconded by Brian Wright, and passed by voice vote.

John Estill made a motion to allow operating funds to be used for costs associated with notary expenses, the motion was seconded by Rob Sanders, and passed by voice vote. John further stated that PAC should encourage offices to have staff that are notaries.

Rob Sanders asked the Council to review the policy that allows Commonwealth and County Attorneys to purchase nonperishable items such as coffee and non-alcoholic beverages for victims/ office visitors. Jackie Steele recommended implementing a policy allowing up to \$500 annually per office for nonperishable items such as coffee and non-alcoholic beverages and approval from the PAC Director for expenses beyond \$500 annually. Rob Sanders made a motion to approve the purchase of coffee and nonalcoholic beverages up to \$500 annually, the motion was seconded by Courtney Baxter, and passed by voice vote.

Stacy Tapke requested clarification on policy four (4) that states, requests to add any position regardless of status or funds requires PAC approval. Gina clarified that the policy should be changed to reflect that any requests to add any position that impacts the Unified Prosecutorial System payroll, would require Council approval. Stacy Tapke made a motion to amend the policy, the motion was seconded by John Estill, and passed by voice vote.

John Estill made a motion to adopt all policies as amended, the motion was seconded by Jackie Steele, and passed by voice vote.

## **LEASING UPDATE**

Bobby Stokes announced the 8<sup>th</sup> Judicial Circuit's lease agreement was received and construction on the additional space approved by the Council was underway. Also, Bobby and the 47<sup>th</sup> Judicial Circuit (Whitesburg) have continued to work with Real Properties to secure emergency space since the space the lease expired on the space, they had in FY23. Real Properties has found a new space that should be ready in several weeks.

## **PERSONNEL REQUESTS**

### **A. NO ADDITIONAL FUNDS**

1. Mike Stacy, Commonwealth's Attorney 1<sup>st</sup> Judicial Circuit, requested approval to reallocate a part-time District Secretary position to a full-time District Secretary position retroactive to August 1, 2023.
2. Kathy Senter, Commonwealth's Attorney 4<sup>th</sup> Judicial Circuit, requested approval to increase salary of a part-time Assistant Commonwealth's Attorney retroactive to July 1, 2023. Bobby Stokes explained this is a nepotism circumstance, however the amount is around \$700.
3. Zac Greenwell, Commonwealth's Attorney 5<sup>th</sup> Judicial Circuit, requested approval to reallocate a part-time Assistant Commonwealth's Attorney position to a full-time Assistant Commonwealth's Attorney position and increase salary over \$10,000 in a fiscal year for Assistant Commonwealth's Attorney position retroactive to August 1, 2023.
4. Neil Kerr, Commonwealth's Attorney 7<sup>th</sup> Judicial Circuit, requested approval to establish a temporary full-time District Secretary position to be paid using asset forfeiture funds retroactive to July 16, 2023 through July 31, 2023.



5. Aston McKenzie, Commonwealth's Attorney 21<sup>st</sup> Judicial Circuit, requested approval to reallocate a full-time Assistant Commonwealth's Attorney position to a full-time Law Clerk position and revert to a full-time Assistant Commonwealth's Attorney position when candidate passes the bar effective September 1, 2023.
6. Gerina Whethers, Commonwealth's Attorney 30<sup>th</sup> Judicial Circuit, requested approval to increase salary over \$10,000 in a fiscal year for a full-time Assistant Commonwealth's Attorney position retroactive to August 16, 2023. Bobby Stokes clarified this position is increasing to a supervisory role.
7. Scott Blair, Commonwealth's Attorney 33<sup>rd</sup> Judicial Circuit, requested approval to reallocate a part-time Commonwealth's Detective position to a part-time Assistant Commonwealth's Attorney position and to also reallocate a full-time Assistant Commonwealth's Attorney position to a part-time Commonwealth's Attorney position effective September 1, 2023.
8. Brandon Ison, Commonwealth's Attorney 37<sup>th</sup> Judicial Circuit, requested approval to establish a quarter-time Assistant Commonwealth's Attorney position effective September 1, 2023.
9. Lisa Fugate, Commonwealth's Attorney 44<sup>th</sup> Judicial Circuit, requested approval to reallocate a part-time Assistant Commonwealth's Attorney position to a full-time Commonwealth's Attorney position retroactive to August 1, 2023 and further requests approval to establish a temporary quarter-time District Secretary position to be paid using asset forfeiture funds retroactive to July 16, 2023 through July 31, 2023.
10. Herb McKee, Commonwealth's Attorney 51<sup>st</sup> Judicial Circuit, requested approval to reallocate quarter-time District secretary position to a quarter-time Assistant Commonwealth's Attorney position retroactive to August 1, 2023.
11. Louis Kelly, Commonwealth's Attorney 54<sup>th</sup> Judicial Circuit, requested approval to establish a temporary quarter-time Commonwealth's Detective position to be paid using asset forfeiture funds retroactive to July 16, 2023 through October 15, 2023.

12. Matthew Leveridge, Commonwealth's attorney 57<sup>th</sup> Judicial Circuit, requested approval to reallocate a part-time Assistant Commonwealth's Attorney position to a full-time Commonwealth's Detective effective September 1, 2023. Gina Carey clarified this position is being reallocated from a part-time assistant to a full-time employee.
13. Jordan Turner, Boone County Attorney, requested approval to establish an unfunded Assistant County Attorney position to be funded locally retroactive to July 1, 2023.
14. Jamie Hatton, Letcher County Attorney, requested approval to reinstate a part-time Assistant Commonwealth's Attorney position retroactive to retroactive to August 5, 2023.
15. Austin Price, McCreary County Attorney, requested approval to establish two (2) quarter-time Assistant County Attorney positions and a quarter-time Secretary position retroactive to August 1, 2023 for the PAC Rocket Docket.
16. Kevin Shearer, Russell County Attorney, requested approval to establish a quarter-time Assistant County Attorney position effective September 1, 2023.

John Estill made a motion to approve no additional fund requests A. 1-16, The motion was seconded by Margaret Daniel, and passed by voice vote.

## **B. ADDITIONAL FUNDS REQUIRED**

1. Parker Boggs, Commonwealth's Attorney 26<sup>th</sup> Judicial Circuit, requested approval to reallocate a Rocket Docket Grant funded quarter-time Assistant Commonwealth's Attorney position to a part-time Assistant Commonwealth's Attorney position effective September 1, 2023. Gina Carey clarified the position was previously a shared position with the 44<sup>th</sup> Judicial Circuit PAC Rocket docket, however the employee has since resigned. Parker Boggs requested to change this to an official position with benefits.

Rob Sanders made a motion to approve B. 1, the motion was seconded by Carrie Ovey-Wiggins, and passes by voice vote.

1. Derek Campbell, Perry County Attorney, requested additional funding for the salary of a full-time Legal Secretary position effective July 1, 2023, in the amount of \$30,000. As well as an increase in salary for an Assistant County Attorney in the amount of \$16,449.36 annually.

John Estill made a motion to approve a \$10,000 increase in salary to use at his discretion and table additional funding for a full-time legal secretary, the motion was seconded by Martin Hatfield, and passed by voice vote.

### **C. TABELLED ADDITIONAL FUNDS**

1. Ross Murray, Jackson County Attorney, requested additional funding for a part-time Assistant County Attorney position in the amount of \$30,000 for a total salary of \$54,000.

Joe Ross made a motion to approve the increase of \$10,000 for the current part-time assistant position, the motion was seconded by John Estill, and passed by voice vote.

Bobby Stokes announced the next PAC meeting would take place on October 20<sup>th</sup>, 2023, in Frankfort, Kentucky.

### **ADJOURN**

Courtney Baxter made a motion to adjourn at 2:08 PM EST, the motion was seconded by Rob Sanders, and passed by voice vote.