

December 19, 2025

10:00AM EST

Office of the Attorney General

Conference Room A

1024 Capital Center Drive

Frankfort, KY 40601

- I. Roll Call

- II. Welcome & Announcements

- III. Approval of the Minutes of the October 17, 2025 Regular Meeting

- IV. Administrative
 - A. Training Update
 - B. Resource Prosecutor Update
 - C. Case Management Update
 - D. PAC Council Member Orientation
 - E. Cellebrite – Cell Phone Evidence Software
 - F. Victim Advocate Job Description Template
 - G. PAC Administrative Changes for Consideration
 - 1. Payroll Certifications
 - 2. Appointment Letter Changes
 - 3. Administrative Manual Updates
 - 4. Basic Training – Web Based Training
 - H. PAC Staff Payroll Certifications

- V. Budget
 - A. FY2026 Update

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B. Budget Reduction Request

C. SCCP Revisions

D. Salary Classification and Compensation Requests

1. David Dalton, Commonwealth's Attorney 28th Judicial Circuit and Daryl Day, Lincoln County Attorney, request approval to reclassify a full-time Shared First Assistant Commonwealth's Attorney III position to full-time Shared First Assistant Commonwealth's Attorney IV position with SCCP funds to supplement salary minimum requirements effective January 1, 2026.
2. Blake Chambers, Commonwealth's Attorney 38th Judicial Circuit, requests approval to reclassify a full-time First Assistant Commonwealth's Attorney I position to full-time First Assistant Commonwealth's Attorney IV 10+ position with SCCP funds to supplement salary minimum requirements effective January 1, 2026.
3. Amanda Hernandez Troutman, Commonwealth's Attorney 55th Judicial Circuit, requests approval to reclassify a part-time Assistant Commonwealth's Attorney II position to part-time Assistant Commonwealth's Attorney III position with SCCP funds to supplement salary minimum requirements effective January 1, 2026.
4. Jennifer Oldham, Hardin County Attorney, requests approval to reclassify two (2) part-time Assistant County Attorney II positions to part-time Assistant County Attorney IV positions with SCCP funds to supplement salary minimum requirements effective January 1, 2026.
5. Mike O'Connell, Jefferson County Attorney, requests approval to reclassify a full-time Supervisor Assistant County Attorney III to a full-time Supervisor Assistant County Attorney IV 10+ with SCCP funds to supplement salary minimum requirements effective January 1, 2026.
6. Cameron Culbertson, Scott County Attorney, requests approval to reclassify a part-time First Assistant County Attorney III to a part-time First Assistant County Attorney IV and further requests to reclassify a part-time Assistant County Attorney I to a part-time Assistant County Attorney III with SCCP funds to supplement salary minimum requirements effective January 1, 2026.

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VI. Leases

A. 25th Judicial Circuit

VII. Personnel Requests

A. No Additional Funds

1. Maureen Leamy, Commonwealth's Attorney 3rd Judicial Circuit, requests approval to extend temporary quarter-time Law Clerk position with no additional funds, to be paid with asset forfeiture funds effective January 1, 2026 through April 30, 2026.
2. Gerina Whethers, Commonwealth's Attorney 30th Judicial Circuit, requests approval to establish a temporary part-time Administrative Specialist I position with no additional funds, to be paid with asset forfeiture funds effective January 1, 2026 through February 15, 2026.
3. Bill Slone, Commonwealth's Attorney 35th Judicial Circuit, requests approval to fill a full-time Administrative Specialist position as required by the PAC Nepotism Policy retroactive to December 1, 2025.
4. Herb McKee, Commonwealths Attorney 51st Judicial Circuit, requests approval to reallocate a full-time Executive Administrative Assistant position to a part-time Victim Advocate I position; reallocate a full-time Paralegal II position to a full-time Executive Administrative Assistant position and to establish a quarter-time Administrative Specialist I position effective January 1, 2026.
5. Matthew Leveridge, Commonwealth's Attorney 57th Judicial Circuit and Kevin Shearer, Russell County Attorney, request approval to establish an unfunded Assistant County Attorney I position retroactive to November 6, 2025.
6. John Bertram, Taylor County Attorney, requests approval to establish an unfunded Assistant County Attorney I position retroactive to November 1, 2025.

B. Additional Funds Required

1. Carrie McIntyre, Shelby County Attorney, requests additional funds to establish a part-time Assistant Commonwealth's Attorney I position effective January 1, 2026.

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2. Stacy Tapke, Kenton County Attorney, requests to reallocate a part-time Assistant County Attorney I position to a full-time Assistant County Attorney I position with additional funding to support minimum salary requirements.

C. Tabled Additional Funds Required

1. Bo Stacy, Commonwealth's Attorney 1st Judicial Circuit, requests additional funds to:
 - a. Establish a full-time Administrative Specialist I position with funding to support minimum salary requirements.
 - b. Reallocate a full-time Administrative Specialist I position to a full-time Administrative Specialist II position with additional funds required due to experience not meeting current SCCP guidelines.
 - c. Increase salary of a full-time First Assistant Commonwealth's Attorney II position.
2. John Hansen, Commonwealth's Attorney 33rd Judicial Circuit, requests additional funds to reallocate a part-time Assistant Commonwealth's Attorney I position to a full-time Assistant Commonwealth's Attorney I position.

VIII. Adjourn