

January 23, 2025

10:00AM EDT

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 December 3, 2024 Regular Meeting
- IV. Administrative
 - A. Training Update
 - B. Resource Prosecutor Update
 - C. PAC Staff Payroll Certifications
 - D. Case Management System Update
- V. Budget
 - A. FY2025 Update
 - 1. Additional Positions Vacant
 - B. House Bill 6 Semi-Annual Report
 - C. Salary Classification and Compensation
 - 1. Policies
 - 2. Requests
 - 1. Donna Dixon, Commonwealth's Attorney 2nd Judicial Circuit, requests an exception to the Salary Classification and Compensation Plan for an Executive Administrative Assistant position.
 - 2. Michael Zimmerman, Commonwealth's Attorney 17th Judicial Circuit, requests approval to reclassify a full-time Assistant Commonwealth's Attorney IV position to a full-time First Assistant Commonwealth's Attorney IV position, with SCCP funds to

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supplement minimum salary requirements retroactive to January 1, 2025.

3. Matt Runyon, Commonwealth's Attorney 24th Judicial Circuit, requests approval to reclassify a full-time Victim Advocate II position to a full-time Victim Advocate III position, with SCCP funds to supplement minimum salary requirements retroactive January 1, 2025.
4. David Smith, Commonwealth's Attorney 25th Judicial Circuit, requests an exception to the Salary Classification and Compensation Plan for an Assistant Commonwealth's Attorney IV position.
5. Michael Lindsey, Commonwealth's Attorney 49th Judicial Circuit, requests an exception to the Salary Classification and Compensation Plan and approval to reallocate the following retroactive to January 6, 2025:
 - a to reclassify a part-time Administrative Specialist I position to a full-time Executive Administrative Specialist position;
 - b to reclassify a full-time Victim Advocate I position to a full-time Victim Advocate III position.
6. Hart Megibben, Commonwealth's Attorney 53rd Judicial Circuit, requests approval to reclassify a part-time Assistant Commonwealth's Attorney IV position to a full-time Assistant Commonwealth's Attorney IV position effective January 16, 2025.
7. Amanda Hernandez Troutman, Commonwealth's Attorney 55th Judicial Circuit, requests approval to reclassify a part-time Assistant Commonwealth's Attorney I position to a part-time Assistant Commonwealth's Attorney IV position with SCCP funds to supplement minimum salary requirements effective January 16, 2025.
8. Carrie Ovey-Wiggins, Commonwealth's Attorney 56th Judicial Circuit, requests approval to reclassify a full-time Assistant Commonwealth's Attorney III position to a full-time Assistant Commonwealth's Attorney IV position with SCCP funds to supplement minimum salary requirements retroactive to January 1, 2025.

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9. Steve Gold, Henderson County Attorney, requests approval to reallocate a full-time shared Assistant County Attorney IV to a full-time Assistant County Attorney IV with additional SCCP funds to bring the salary to the minimum per the SCCP scale.

10. Paul Howard, Pike County Attorney, requests approval to reclassify a part-time Paralegal I position to a full-time Paralegal I position with SCCP funds to supplement minimum salary requirements effective January 16, 2025.

D. Leases

1. 20th Judicial Circuit
2. 41st Judicial Circuit
3. 44th Judicial Circuit
4. 52nd Judicial Circuit

E. PAC/UPS Staff Positions

VI. Personnel Requests

A. No Additional Funds

1. Donna Dixon, Commonwealth's Attorney 2nd Judicial Circuit, request approval to reallocate the following retroactive to January 1, 2025:
 - a. a full-time First Assistant Commonwealth's Attorney I to a full-time First Assistant Commonwealth's Attorney III and
 - b. a full-time Assistant Commonwealth's Attorney I to a full-time Assistant Commonwealth's Attorney II.
 - c. a quarter-time Assistant Commonwealth's Attorney II to a quarter-time Assistant Commonwealth's Attorney IV.

Additionally, she requests approval to establish a temporary full-time Office Manager position for the period of January 1, 2025 to February 28, 2025 to be paid from asset forfeiture funds.

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2. Kori Bumgarner, Commonwealth's Attorney 8th Judicial Circuit, requests approval to reallocate a quarter-time Commonwealth's Detective I to a quarter-time Administrative Specialist II retroactive to January 5, 2024
3. Kyle Williamson, Commonwealth's Attorney 10th Judicial Circuit, requests approval to
 - a. temporarily reallocate a full-time Assistant Commonwealth's Attorney I position to a part-time Assistant Commonwealth's Attorney I position and revert back to full-time retroactive from January 1, 2025 through February 1, 2025 and
 - b. reallocate a full-time Administrative Specialist II to a full-time Executive Administrative Assistant retroactive to January 1, 2025.
4. Kelli Kearney, Commonwealth's Attorney 14th Judicial Circuit, requests approval to reallocate the following retroactive to January 1, 2025:
 - a. a full-time Assistant Commonwealth's Attorney I position to a full-time Assistant Commonwealth's Attorney IV position;
 - b. a full-time Assistant Commonwealth's Attorney I position to a full-time Assistant Commonwealth's Attorney II position.

Additionally, she requests approval to establish two unfunded Assistant Commonwealth's Attorneys positions retroactive to January 6, 2025.

5. Michael Laws, Commonwealth's Attorney 18th Judicial Circuit, requests approval for the following retroactive to January 6, 2025:
 - a. temporarily reallocate a full-time First Assistant Commonwealth's Attorney IV position to a full-time Law Clerk position revert back to a full-time Assistant Commonwealth's Attorney I position upon successful completion of the Bar exam; and
 - b. to reallocate a full-time Commonwealth's Detective I position to a full-time Commonwealth's Detective II position.
6. Rhese McKenzie, Commonwealth's Attorney 20th Judicial Circuit, requests approval to reallocate the following retroactive to January 6, 2025:
 - a. a full-time Assistant Commonwealth's Attorney I position to a full-time Assistant Commonwealth's Attorney IV position and
 - b. a full-time Commonwealth's Detective I position to a full-time Victim Advocate III position and
 - c. a part-time Assistant Commonwealth's Attorney I position to a part-time shared Assistant Commonwealth's Attorney II position.

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7. Beverly Brewer, Commonwealth's Attorney 23rd Judicial Circuit, requests approval to reallocate a full-time Administrative Specialist II position to a full-time Paralegal II position effective January 16, 2025.
8. Karen Davenport, Commonwealth's Attorney 26th Judicial Circuit, requests approval to reallocate a full-time Assistant Commonwealth's Attorney II position to a part-time Assistant Commonwealth's Attorney position retroactive to January 6, 2025 and to hire a family member to the position.
9. Jackie Steele, Commonwealth's Attorney 27th Judicial Circuit, per PAC policy, requests approval to increase salary of two Assistant Commonwealth's Attorney positions in excess of \$10,000 within single FY retroactive to December 16, 2024.
10. John Hansen, Commonwealth's Attorney 33rd Judicial Circuit, requests approval to reallocate a part-time Assistant Commonwealth's Attorney I position to a part-time Administrative Specialist I position retroactive to January 6, 2025.
11. Haley Jo Fields, Commonwealth's Attorney 41st Judicial Circuit, requests approval to reallocate the following retroactive to January 1, 2025:
 - a. a full-time Paralegal I position to a part-time Paralegal II position;
 - b. a part-time Detective I position to a full-time Detective I position; and
 - c. a part-time Administrative Specialist I position to a part-time Assistant Commonwealth's Attorney I position.
12. Michael Taylor, Commonwealth's Attorney 44th Judicial Circuit, requests approval to reallocate the following retroactive to January 6, 2025:
 - a. a full-time Assistant Commonwealth's Attorney I position to a part-time Assistant Commonwealth's Attorney I position;
 - b. a full-time Paralegal I position to a part-time Administrative Specialist I position; and
 - c. a part-time Assistant Commonwealth's Attorney I to a part-time Assistant Commonwealth's Attorney II position.
13. Matt Butler, Commonwealth's Attorney 47th Judicial Circuit, requests approval to reallocate a full-time Commonwealth's Detective I position to a part-time Commonwealth's Detective I position effective January 16, 2025.

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14. Mike Lindsey, Commonwealth's Attorney 49th Judicial Circuit, requests approval to reallocate the following retroactive to January 6, 2025:
 - a. a full-time Administrative Specialist II position to a part-time Administrative Specialist II position; and
 - b. a part-time Administrative Specialist I position to a part-time Commonwealth's Detective I position.
15. Shannon Powers, Commonwealth's Attorney 52nd Judicial Circuit, requests approval to reallocate the following retroactive to January 6, 2025:
 - a. a full-time First Assistant Commonwealth's Attorney I position to a full-time First Assistant Commonwealth's Attorney II position;
 - b. a full-time Administrative Specialist I position to a part-time Administrative Specialist I position; and
 - c. a full-time Assistant Commonwealth's Attorney I to a full-time Assistant Commonwealth's Attorney II position.
16. Nikki Anthony-Armes, Breckinridge County Attorney, requests approval to reallocate a part-time Assistant County Attorney IV to a quarter-time Assistant County Attorney IV and move the benefits to a part-time shared Assistant County Attorney 1 position.
17. William Elkins, Clark County Attorney, requests approval to establish a quarter-time Assistant County Attorney position with no additional funds retroactive to January 1, 2025.
18. John Lewis, Elliott County Attorney, requests approval to reallocate a full-time Victim Advocate I to a part-time Victim Advocate I. Additionally, he requests approval to establish a quarter-time Administrative Specialist II position.
19. Russ Goff, Green County Attorney, requests approval to reallocate a quarter-time Law Clerk position to a quarter-time County Detective position.
20. John Nicholas, Larue County Attorney, requests approval to reallocate a part-time Administrative Specialist I position to a full-time Paralegal I position retroactive to January 1, 2025.

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B. Additional Funds Required

1. Donna Dixon, Commonwealth's Attorney 2nd Judicial Circuit, requests approval to:
 - a. establish a full-time Commonwealth's Detective II position with additional funding to pay the minimum salary for the classification and
 - b. reallocate a quarter-time Assistant Commonwealth's Attorney I to a full-time Assistant Commonwealth's Attorney I or II and
 - c. funding to fill the vacant quarter-time Administrative Specialist I in the amount of \$22,027.
2. Kelli Kearney, Commonwealth's Attorney 14th Judicial Circuit, requests to reallocate a full-time Administrative Specialist I position to a full-time Victim Advocate II position and additional funding to support salary effective February 1, 2025.
3. Beverly Brewer, Commonwealth's Attorney 23rd Judicial Circuit, requests approval to establish a full-time Assistant Commonwealth's Attorney I position with additional funds to support salary.
4. Haley Jo Fields, Commonwealth's Attorney 41st Judicial Circuit, requests approval to establish a full-time Victim Advocate I position with additional funds to support salary effective January 16, 2025.
5. John Estill, Mason County Attorney, requests additional funding for a full-time shared Victim Advocate position effective January 16, 2025.

C. Tabled Requests Additional Funds Required

1. Maureen Leamy, Commonwealth's Attorney 3rd Judicial Circuit, requests a revised amount of additional funding for staff salary increases effective December 16, 2024.
2. Zac Greenwell, Commonwealth's Attorney 5th Judicial Circuit, requests reallocation of a part-time Administrative Specialist I position to a part-time Assistant Commonwealth's Attorney I position with additional funding for salary.

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3. Dennis Foust, Commonwealth's Attorney 42nd Judicial Circuit, requests a full-time Assistant Commonwealth's Attorney IV position with additional funding to bring the salary to the minimum for the classification. This is a revised request.

VII. Adjourn