

PAC MEMBERS PRESENT

Wil Shroder, Proxy for Attorney General Russell Coleman
Rob Sanders, Commonwealth's Attorney, 16th Judicial Circuit
Jackie Steele, Commonwealth's Attorney, 27th Judicial Circuit
Brian Wright, Commonwealth's Attorney, 29th Judicial Circuit
Jennie Haymond, Madison County Attorney
Jenny Oldham, Hardin County Attorney
John Estill, Mason County Attorney
Joe Ross, Logan County Attorney

PAC/OAG STAFF PRESENT

Bobby Stokes
Harry Rothgerber
Tricia Wise
Tish Baker
Julie Cox
Penny Quatman
Tammy Eversole
Gina Carey
Susan Blake
Alyssa Logan
Kathy Phillips
Samantha Bracco

GUESTS PRESENT

Maureen Leamy, Commonwealth's Attorney, 3rd Judicial Circuit
Kori Bumgarner, Commonwealth's Attorney, 8th Judicial Circuit
Shelly Miller, Commonwealth's Attorney, 11th Judicial Circuit
Kelli Kearney, Commonwealth's Attorney, 14th Judicial Circuit
Ashton McKenzie, Commonwealth's Attorney, 21st Judicial Circuit
John Hansen, Commonwealth's Attorney, 33rd Judicial Circuit
Louis Kelly, Commonwealth's Attorney, 54th Judicial Circuit
Amanda Hernandez Troutman, Commonwealth's Attorney, 55th Judicial Circuit
Joe White, Clay County Attorney
Angela Evans, Fayette County Attorney
Kassidy Dees, Henry County Attorney
Derek Campbell, Perry County Attorney
Corey Thomas, Spencer County Attorney
Karen Young, 30th Judicial Circuit
Dudley Cotton, Jefferson County Attorney's Office

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. He welcomed everyone to the May 16th, 2025 PAC meeting and reminded everyone to sign in.

Bobby Stokes directed the Council to review the meeting minutes from April 17th, 2025 PAC meeting for approval. Rob Sanders made a motion to approve April 17th, 2025 minutes, the motion was seconded by Jennie Haymond and passed by voice vote.

ADMINISTRATIVE

TRAINING UPDATE

Susan Blake reported that the Jury Selection Course was held the previous week and featured seven (7) different workshops. She indicated that a survey will be distributed for 2026 to gather input on the types of training that offices are most interested in. The schedule for the 2025 Kentucky Prosecutors Conference (KPC) is now finalized. A presentation by the Education Professional Standards Board has been added to this year's agenda. Susan Blake requested the names of the County Attorneys who will be providing the legislative update.

She also noted that the Victim Advocates track will take place on Thursday during KPC. as in previous years, the Council approved one (1) night of food, lodging, and mileage reimbursement for Victim Advocates attending the track. She asked whether the Council would like to vote on whether to provide 1 night stay for prosecution-based advocates attending the track. Joe Ross made a motion to approve one (1) night of lodging, meals, and mileage for those UPS staff attending the Victim Advocates track during KPC. The motion was seconded by Rob Sanders and passed by voice vote.

Additionally, the PAC meeting is scheduled for Tuesday, August 19th at 1:00 PM, with the pre-conference beginning the following morning.

Susan Blake also referenced materials included in the meeting folders regarding a 2.5-day leadership training program developed by the Executive Director of the North Carolina District Attorney's Office. She attended the training last year along with Kimberly Baird and Gerina Whethers and described it as impressive. The course is designed to support employees, encourage retention, and improve communication among staff. It is open to both prosecutors and staff. If at least 15 individuals express an interest in attending, Susan Blake will prepare a budget for the associated costs.

RESOURCE PROSECUTOR UPDATE

Susan Blake provided an update on behalf of Tom Lockridge, Violent Crime Resource Prosecutor. She reported that Tom Lockridge has continued to serve as a faculty member and speaker on various topics and has remained actively engaged in responding to calls and inquiries throughout the month. He is currently assisting with the Jury Selection Course and is working with Jennie Haymond to develop a new Ethics lecture, which is scheduled to premiere at the Kentucky Prosecutors Conference (KPC). Additionally, Tom Lockridge and Rewa Zahakaria are organizing a three-day training on Homicide Prosecution, sponsored by the Attorney General's Office. This training is scheduled to take place December 1st–3rd at the Origin Hotel in Lexington, Kentucky. Save-the-date notices will be distributed soon.

Kathy Phillips provided an update on behalf of Jenny True-Reed, Traffic Safety Resource Prosecutor. She reported that the Lethal Weapon training in Tennessee took place at the end of April, with fourteen prosecutors and law enforcement officers from Kentucky in attendance. Plans are underway to hold next year's training in either Lexington or Bowling Green.

Jenny True-Reed recently attended and presented at the National TSRP Conference in Birmingham, Alabama. The conference offered several new ideas for training topics and potential speakers. She is scheduled to speak next week at the Kentucky Safety Summit, sponsored by the Kentucky Office of Highway Safety, which will be held in Louisville.

Several upcoming trainings were also announced:

- **Breath Testing for Prosecutors** will be held on June 26th in Richmond, Kentucky at DOCJT. Registration was sent out the previous day.
- **ARIDE for Prosecutors** is scheduled for August 26th–28th in Newport, Kentucky.
- **Boating Under the Influence/Seated Battery**, sponsored by the National Traffic Law Center, will also take place on June 26th in Lexington, Kentucky.

Offices were reminded to monitor their email for registration details for these upcoming courses.

Kathy Phillips, Domestic Violence Resource Prosecutor, reported that she is currently working with the Office of Victim Advocacy (OVA) on a Sexual Assault Response Team (SART) training scheduled for June 18th at Centre College. The training, developed in collaboration with KASAP, will focus on the role of a SART team and guidance on how to establish one within a community.

A previous SART training was held at Murray State University in December for the Western Kentucky region. Plans are underway to offer a similar training for Eastern Kentucky, which will be hosted at Morehead State University. Registration for this session is expected to be distributed early next week.

Kathy Phillips also noted that she co-presented with Jenny True-Reed at the recent Lethal Weapon training. Additionally, she is working with a team to develop a Prosecution of Domestic Violence (DV) training, which fulfills a requirement under the Violence Against Women Act (VAWA). This training is scheduled to take place in Lexington, Kentucky on September 24th.

PAC STAFF PAYROLL CERTIFICATIONS

Bobby Stokes directed the Council to review the April 30th, 2025, PAC/UPS payroll certifications in the folders provided for approval. Joe Ross made a motion to approve April 30th, 2025, PAC/UPS payroll certifications, the motion was seconded by Brian Wright, and passed by voice vote.

2025 SONEGO AWARD

Bobby Stokes directed the Council's attention to the 2025 Sonogo Nomination Form, which was located in the folders provided. He requested the Council's approval of the nomination form for the 2025 Sonogo Award, along with the proposed submission deadline of June 9th for all nominations. Joe Ross made a motion to approve both the 2025 Sonogo Nomination Form and the June 9th nomination deadline, the motion was seconded by Jennie Haymond, and passed by voice vote.

CASE MANAGEMENT SYSTEM UPDATE

Alyssa Logan reviewed the non-negotiables of the case management system which consisted of: a data sharing link to Courtnet, a Discovery Portal/Sharing component, and Victim/Witness SMS/Texting communication system. She reported that PAC staff and Column Case are working with AOC for the Courtnet connection. She also reported that the pilot sites met with Column Case to demo the new discovery portal, and that Gina was successfully the first guinea pig for text notification system.

After sending a poll to the pilot sites, they have unanimously agreed to recommend proceeding with purchase and implementation of the Column Case system (aka Commonwealth Case Management System), contingent on successful implementation of the AOC connection. Column Case through Insight (the reseller with the state contract) sent in a quote for \$1,014,000 to include 400 floating licenses, split between the county and commonwealth attorneys and 320 terabytes of hot storage for the year which would cover 50% of the offices and allow staff to begin implementation immediately upon successful testing of the AOC system. Gina stated that they have a meeting set up with AOC to test/discuss the connection and without it they would not move forward.

Jackie Steele explained that the pilot sites are happy with the communication and action taken by Column Case to adapt the system to meet the prosecutor's needs.

Gina informed the group that staff would need Council approval to move forward with the quote that would cover 50% of the offices and that order would need to be processed by May 30th due to Finance Cabinet deadlines. She also informed the Council that the rest of the funding would come from FY26 and that there are funds to hire 4-5 application specialists to help with statewide implementation in the new fiscal year. Motion was made by Jackie Steele to approve the delivery order for 50% implementation, the motion was seconded by Jennie Haymond and passed by voice vote.

Gina took the opportunity to clarify that the new case management system text messaging service is intended to work for the prosecutors/staff communications with victims and witnesses regarding case related information. The system will send SMS text messages straight from the system but will require a human to draft them. The prosecutors case management system will in no way replace the VINE function (the AOC piece) that is no longer working. Additionally, the potential configuration of the connection between Courtnet and the Commonwealth Case Management System will be such that each case will have to be manually accessed each day to pull down any new information entered by the clerks which would further inhibit the prosecutor system from up to date.

BUDGET

FY2025 UPDATE

Gina reported that they are focusing on close out and resolving any outstanding invoices. She reminded the Council that order deadlines are approaching or have already passed. She requested offices not wait until the last minute to order. She reported that all replacement computers have been received at the PAC office and that IT staff are working to get them delivered to their respective offices.

Gina reported to the Council that the FY26 retirement rate was reduced by 6%. Because of the rate change Gina told the Council that she would have a revised budget ready at the next meeting. She informed everyone that this was a good thing considering the need to pay for the increasing cost of cloud storage and lease increases.

Gina stated that the personnel budget forms for FY26 had been sent and that the majority of them were already due back. She reported that there was only around 40% compliance rate of return. She requested that these be returned as soon as possible to

give the PAC budget and personnel staff time to make the changes. Gina thanked the Council for not making any appointments, transfers, or classification status changes during the July 1st through July 15th pay period. And further thanked the Council for helping get PAC staff more filled positions. She noted that the new employees – Tricia, Tish, Chris and Tammy have been absolute blessings and really stepped up to get things going.

SALARY CLASSIFICATION AND COMPENSATION

A. SCCP PERSONNEL REQUESTS

1. 2nd Judicial Circuit – Donna Dixon
2. 3rd Judicial Circuit – Maureen Leamy
3. 6th Judicial Circuit – Michael Van Meter
4. 8th Judicial Circuit – Kori Beck Bumgarner

Joe Ross abstained from voting on SCCP personnel request A-4.

5. 9th Judicial Circuit – Shane Young
6. 11th Judicial Circuit – Shelly Miller
7. 14th Judicial Circuit – Kelli Kearny
8. 15th Judicial Circuit – Legh Ann Roberts
9. 16th Judicial Circuit - Rob Sanders
10. 21st Judicial Circuit – Ashton McKenzie
11. 27th Judicial Circuit – Jackie Steele

Brian Wright made a motion to approve SCCP personnel requests A 1-11, the motion was seconded by Rob Sanders, and passed by voice vote.

12. 29th Judicial Circuit – Brian Wright

Rob Sanders made a motion to approve SCCP personnel request A-12, the motion was seconded by Jackie Steele, and passed by voice vote.

13. 31st Judicial Circuit – Brent Turner

Brian Wright made a motion to approve SCCP personnel request A-13, the motion was seconded by Jackie Steele, and passed by voice vote.

14. 32nd Judicial Circuit – Rhonda Copley

Brian Wright made a motion to approve SCCP personnel request A-14 effective in October when the employee becomes eligible, the motion was seconded by John Estill, and passed by voice vote.

- 15.33rd Judicial Circuit – John Hansen
- 16.35th Judicial Circuit – Bill Slone
- 17.38th Judicial Circuit – Blake Chambers
- 18.43rd Judicial Circuit – John Gardner
- 19.46th Judicial Circuit – Rick Hardin
- 20.49th Judicial Circuit – Mike Lindsey
- 21.52nd Judicial Circuit – Shannon Powers
- 22.53rd Judicial Circuit – Hart Megibben
- 23.54th Judicial Circuit – Louis Kelly
- 24.55th Judicial Circuit – Amanda Hernandez Troutman

Brian Wright made a motion to approve SCCP Personnel Request A-19 as it pertains to the reclassification of a First Assistant from Level III to IV and a Commonwealth's Detective from Level I to II and deny the request to reclassify a Victim Advocate from Level I to II, the motion was seconded by Rob Sanders and passed by voice vote. Brian Wright made a motion to approve SCCP Personnel Request A 15-24 and to partially deny Request A-17, specifically denying the reclassification of a Victim Advocate from Level II to Level III. The motion was seconded by Rob Sanders and passed by voice vote.

- 25. Barren County – Mike Richardson
- 26. Boone County – Jordon Turner
- 27. Butler County – Michele Duvall
- 28. Christian County – Lincoln Foster
- 29. Clark County – William Elkins

Joe Ross made a motion to approve SCCP personnel request A 25-29, the motion was seconded by Jenny Oldham, and passed by voice vote.

- 30. Clay County – Joseph White

Joe Ross made a motion to deny SCCP personnel request A-30, the motion was seconded by Jenny Oldham, and passed by voice vote.

- 31. Fayette County – Angela Evans

Joe Ross made a motion to approve SCCP personnel request A-31, the motion was seconded by Jennie Haymond, and passed by voice vote.

32. Graves County – John Cunningham

Joe Ross made a motion to partially approve SCCP Personnel Request A-32, allowing the reclassification from Administrative Specialist I to Administrative Specialist II upon reaching the required years of service in September. The motion also included the denial of the request for part-time to full-time reclassification. The motion was seconded by John Estill and passed by voice vote.

33. Green County – Russ Goff

Jennie Haymond made a motion to approve SCCP personnel request A-33 for a 1st Assistant IV to a 1st Assistant IV +10 and deny promoting a Victims Advocate I to a Victim Advocate II position but noted the Council would recognize her one year of service as an Addiction Treatment Counselor, the motion was seconded by Joe Ross, and passed by voice vote.

34. Hardin County – Jenny Oldham

Jenny Oldham abstained from participating in the vote for SCCP personnel request A-34.

35. Jessamine County – Brian Goettl

36. Kenton County – Stacy Tapke

37. Knott County – Timothy Bates

38. Laurel County – J.L. Albright

39. Letcher County – Jamie Hatton

Joe Ross made a motion to approve SCCP personnel request A 34-39, the motion was seconded by Jennie Haymond, and passed by voice vote.

40. Logan County – Joe Ross

Joe Ross abstained from participating in the vote for SCCP personnel request A-40.

Jennie Haymond made a motion to approve SCCP personal request A-40, the motion was seconded by Jenny Oldham, and passed by voice vote.

41. Madison County – Jennie Haymond

Jennie Haymond abstained from participating in the vote for SCCP personnel request A-41.

Joe Ross made a motion to approve SCCP personnel request A-41, the motion was seconded by Jenny Oldham, and passed by voice vote.

42. Perry County – Derek Campbell

Joe Ross made a motion to approve SCCP personnel request A-42 contingent upon the resignation of the current employee holding the position (Ward), the motion was seconded by John Estill, and passed by voice vote. Derek withdrew his tabled request for the quarter-time to part-time Assistant position with additional funding.

43. Pike County – Paul Howard, Jr.

44. Russell County – Kevin Shearer

45. Simpson County – Sam Phillips

46. Warren County – Amy Hale Chandler

Joe Ross made a motion to approve SCCP personnel request A 43-46, the motion was seconded by Jennie Haymond, and passed by voice vote.

LEASES

6th JUDICIAL CIRCUIT

Bobby Stokes reported the 6th Judicial Circuit is requesting approval to add three (3) additional parking spaces. The total annual impact is \$1,008. Brian Wright made a motion to approve the additional cost to add three (3) parking spaces; the motion was seconded by Jackie Steele, and passed by voice vote.

52nd JUDICIAL CIRCUIT

Bobby Stokes explained the office would be relocating from their temporary space to their permanent office space, which has been renovated and is now complete. The annual cost is \$41,040.00. Rob Sanders made a motion to approve the relocation of the 52nd Juicial Circuit to their permanent office space with an annual cost of \$41,040, the motion was seconded by Brian Wright, and passed by voice vote.

PERSONNEL REQUESTS

A. NO ADDITIONAL FUNDS

1. Shelly Miller, Commonwealth's Attorney 11th 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 June 1, 2025, through July 31, 2025.
2. Michael Laws, Commonwealth's Attorney 18th Judicial Circuit, requested approval to reallocate a full-time Assistant Commonwealth's Attorney I position to a full-time First Assistant Commonwealth's Attorney position with no additional funds effective June 1, 2025.
3. Matt Runyon, Commonwealth's Attorney 24th 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, 2025, through August 15, 2025.
4. Gerina Whethers, Commonwealth's Attorney 30th Judicial Circuit, requested approval to reallocate a full-time Assistant Commonwealth's Attorney I position to a full-time Paralegal II position with no additional funds effective June 1, 2025.
5. Rhonda Copley, Commonwealth's Attorney 32nd Judicial Circuit, requested approval to establish four (4) temporary quarter-time Intern positions with no additional funds, to be paid with asset forfeiture funds effective June 1, 2025, through July 31, 2025.
6. Blake Chambers, Commonwealth's Attorney 38th Judicial Circuit, requested approval to reallocate a full-time Assistant Commonwealth's Attorney I position to a full-time First Assistant Commonwealth's Attorney I position with no additional funds effective June 1, 2025.

Rob Sanders made a motion to approve no additional funds request A 1-6, the motion was seconded by Brian Wright, and passed by voice vote.

7. Lincoln Foster, Christian County Attorney, requested approval to reallocate a full-time Assistant County Attorney IV position to a part-time Assistant County Attorney IV position with no additional funds effective June 1, 2025.
8. Jeremy Logsdon, Grayson County Attorney, requested approval to reallocate a full-time Assistant County Attorney I position to a full-time Law Clerk position and revert back to Assistant County Attorney I position upon successful competition of Bar exam effective August 1, 2025.

9. Jason Darnell, Marshall County Attorney, requested approval to establish a non-state funded Assistant County Attorney position with no additional funds retroactive to May 1, 2025.

Joe Ross made a motion to approve no additional funds requests A 7-9, the motion was seconded by John Estill, and passed by voice vote.

B. ADDITIONAL FUNDS REQUIRED

1. Herb McKee, Commonwealth's Attorney 51st Judicial Circuit, requested approval to reallocate a full-time Assistant Commonwealth's Attorney I position to a full-time Assistant Commonwealth's Attorney III position with additional funds effective June 1, 2025.

Brian Wright made a motion to deny additional funds request B-1, the motion was seconded by Rob Sanders, and passed by voice vote.

2. John Burlew, Daviess County Attorney, requested approval to reallocate a full-time Victim Advocate I position to a full-time Victim Advocate II position with additional funds effective June 1, 2025.

Joe Ross made a motion to approve additional funds request B-2, the motion was seconded by John Estill, and passed by voice vote.

3. Kassidy Dees, Henry County Attorney, requested additional funding for a full-time Assistant County Attorney III position and a shared full-time Victim Advocate I position effective January 16, 2025.

Jennie Haymond made a motion to approve additional funds request B-3 to establish a Victim Advocate I full-time shared position and approve funding for up to a full-time Assistant III (if the candidate qualifies), minimum salary position using SCCP funds, the motion was seconded by Joe Ross, and passed by voice vote.

Jackie Steele made a motion to approve the companion request from Courtney Baxter, Commonwealth's Attorney 12th Judicial Circuit to reallocate a full-time Victim Advocate I to a full-time shared Victim Advocate I position, the motion was seconded by Rob Sanders, and passed by voice vote.

4. Allen Wilson, Livingston County Attorney, requested approval to reallocate a part-time Victim Advocate I position to a part-time Victim Advocate III position with additional funds effective June 1, 2025.

Joe Ross made a motion to deny additional funds request B-4, the motion was seconded by Jenny Oldham, and passed by voice vote.

ADJOURN

Bobby Stokes reminded the Council that the next scheduled meeting was June 13th, 2025.

Jackie Steele made a motion to adjourn at 11:02 AM EST, the motion was seconded by Rob Sanders and passed by voice vote.