

BARREN COUNTY ECONOMIC AUTHORITY

Public Issues Support Policy

The purpose of this policy is to create a process to be used by the Barren County Economic Authority as it considers whether to take an official position on a public issue or a request for support for an economic development issue defined as job retention and creation in Barren County.

The process for considering issues shall be as follows:

1. Requests that the BCEA adopt a position on a particular public issue shall be made in writing to the BCEA's Executive Director. This Written Request should include a comprehensive explanation of the issue, the estimated economic impact, the action being requested of the BCEA, and any applicable time constraints.
2. The Executive Director shall immediately forward a copy of the request to the Chairman of the Board and the Administration/Personnel Committee.
3. The Administration/Personnel Committee shall decide if the requested action is an appropriate issue for the BCEA to adopt an official position on, and shall do so by determining if the issue is consistent with economic development issues defined as job retention and creations in Barren County.
4. Should the Administrative/Personnel Committee determine that it would not be appropriate (as defined in Paragraph 3 above) for the BCEA to adopt an official position on the issue, the Executive Director and Chairman of the Board shall send written notification of this decision to the person who submitted the Written Request. The Chairman of the Board shall provide the BCEA Board a copy of both the Written Request and the Administrative/Personnel Committee's response at the next regular Board meeting.
5. Should the Administrative/Personnel Committee determine that it would be appropriate (as defined in Paragraph 3 above) for the BCEA to adopt an official position on the issue, and if the time constraints allow, it shall do the following:
 - a. Develop a Position Paper on a timely basis that outlines both sides of the issue in a fair and balanced manner. This Position Paper may be developed by the Committee, or by another committee as assigned by the Committee. After reviewing the Position Paper, the Executive Director will also draft a letter to the board of directors with his opinion. When the Position Paper and Executive Director's letter have been prepared, the documents and a copy of the Written Request shall be distributed in advance of the next regular Board meeting to each member of the BCEA Board.
 - b. The agenda for that meeting shall include a vote on the Written Request.

- c. Should the Written Request be approved, the Executive Director shall prepare the requested document for the signatures of both the Executive Director and the Chairman of the Board.
 - d. Should the Written Request be disapproved, the Executive Director and Chairman of the Board shall send written notification of this decision to the person who submitted the Written Request.
6. Should the Executive Committee determine that it would be appropriate (as defined in Paragraph 3 above) for the BCEA to adopt an official position on the issue, and if time constraints do not allow for the process above, and if the Executive Director, the Chairman of the Board, and other members of the Committee are unanimous that the Written Request should be approved, it shall do the following:
 - a. The Executive Director shall prepare the requested document for the signatures of both the Executive Director and the Chairman of the Board.
 - b. The requested document shall be mailed to the party making the Written Request.
 - c. Copies of both the Written Request and the Executive Committee's response shall be mailed simultaneously to each Board member.
 - d. The agenda of the next regular Board meeting shall include a discussion of this action taken.