

## KBBC 2021: 2<sup>nd</sup> Quarter Meeting Minutes

- The meeting was held virtually via Microsoft Teams on April 27, 2021
- In attendance:
  - KBBC Commissioners
    - Vince Carman
    - Kent Morrison
    - Bob Clifford
    - Olivia Birkenhauer
    - Helen Gulgun Bukulmez
    - William Gorton
    - Phil Holoubek
  - KYTC Staff
    - Mikael Pelfrey
    - Scott Thomson
    - Jake Rice
  - Other attendees
    - Troy Hearn
- The meeting was called to order by Chair Vince Carman at 9:34 AM.
- Having a quorum, Vince made a motion to approve the 2021 1<sup>st</sup> Quarter Meeting Minutes. Olivia seconded, all were in favor, and the motion was carried.
- Bob provided an updated Treasurer's report; there is \$8,319.67 in the checking account and \$15,658.67 in the savings account. Bob relayed that KYMBA Bluegrass has not cashed their awarded 2020 Nye Grant check yet. Vince suggested canceling the check and issuing a new one, but will try contacting them one more time before doing so. Bob said to avoid canceling the check if possible, because there is a \$35 fee associated with canceling a check. Vince and Bob both gave the new commissioners an overview on how Nye Grant funds are received through the sales of *Share the Road* license plates.
- Vince formally welcomed the newly appointed commissioners and invited them to introduce themselves. Olivia, Helen, Phil, and William (Bill) all introduced themselves, gave an overview of their background, and expressed their interests of serving on the commission.
- Following introductions of the new commissioners, Vince, Bob, and Kent introduced themselves, discussed their backgrounds, and described projects they have worked on while serving on the commission.
- Vince then asked KYTC staff to do the same. Jake, Scott, and Mikael all introduced themselves to the new commissioners, gave a summary of their backgrounds, and described KYTC's role with assisting the KBBC.
- Scott gave an update on KYTC's vacant Bike/Ped Coordinator position. He mentioned that interviews had been conducted, and the top candidates are undergoing reference checks. He said that the goal is to have the successful candidate in the position by June 1<sup>st</sup>, but mentioned it could also be later.
- Jake provided a status update on the 2020 awarded Nye Grant recipients. He stated that all signed contracts had been received by KYTC, except Whitely County Spokespeople's contract. He relayed that Vince had reached out to the group in February, but received no response. Vince said that he would reach out to their contact person again and remind them to submit the signed contract to KYTC.

- The next topic of discussion was about social media and how to highlight Nye Grant success stories. Vince said that he would make Olivia an admin on the KBBC Facebook page so she could help with this. Vince and Jake mentioned the recent news story they received from Norton Children's Hospital regarding coverage of one of their bicycle rodeos. They thought this would be a great link to post on the Facebook page.
- Vince then discussed the possibility of creating a list or document that contains tips on how to submit a successful Nye Grant application. He suggested posting this to the KBBC Facebook page and/or on the KBBC's webpage on KYTC's website.
- With previous experience serving on the KBBC in the past, Bill gave a detailed explanation on the Nye Grant's purpose and how it began.
- The discussion moved to revisiting eBikes. This has been a common topic in previous KBBC meetings. Vince provided a brief overview on the issues around ebikes. Vince said they are working on developing a formal definition to provide to the legislature and how to categorize them. This includes electric scooters and how they can or can't use on bicycle or pedestrian facilities. Olivia and Helen will assist with developing a formal definition. Vince said the definition should be finalized by the next meeting and will continue research until then. Vince provided a link with additional info on previous eBike legislation that has been passed: <https://www.peopleforbikes.org/electric-bikes/policies-and-laws>
- Vince made a motion to discuss the Memorandum of Understanding (MOU) documents between the KBBC, KYTC, and the Kentucky Department of Public Health (KDPH). Troy provided details on his role with the Health Dept. and how he interacts with communities by helping them develop master bike/ped plans and promote physical activities such as cycling and walking. He discussed the need to incorporate the MOU's with KBBC and KYTC. Bill and Vince were in favor on behalf of KBBC and Jake and Scott were in favor on behalf of KYTC. Bill will review the legal aspect for KBBC and Jake will pass onto KYTC's Office of Legal Services for them to review. Vince proposed a have special meeting in the coming weeks to finalize the MOU's with KDPH.
- Vince transitioned to discussing the annual meeting in October. Vince gave a background on the annual meeting saying it is a mini summit on bicycle and pedestrian projects from around the state and also serves as a professional development opportunity. He stated that the Paula Nye grant applications are reviewed at the annual meeting as well. Bill said the annual meeting in the past has been an effective event to spark interest in communities to develop bicycle and pedestrian awareness and advocacy. Bill and Vince discussed the southeast region as a good area to hold the event. Helen said that Paint Lick and Cartersville could be explored as sites for events in the future. Vince proposed creating more communication channels between commissioners so share ideas about the annual meeting can be shared more easily. A date will need to be established for possibly late October or early November. Vince relayed that there is a lot cycling activity in Berea and Richmond, noting that Mike's Hike and Bike has established a biking team. Bill suggested Berea College could be a good venue for the annual meeting.
- With no further business to discuss, Vince motioned to adjourn the meeting at 10:49 AM, Kent seconded, and all were in favor. The meeting was adjourned at 10:49 AM.

**KBBC 2<sup>nd</sup> Quarter Meeting  
200 Mero Street  
Frankfort, KY 40601  
April 27, 2021**

**Due to COVID-19 constraints, the meeting will be held virtually  
Start time is 9:30 AM (EST)**

- Bring the meeting to order
- Approval of [1<sup>st</sup> Quarter Meeting Minutes](#)
- Treasurer's report
- Welcome newly appointed Commissioners
  - Olivia Birkenhauer of Wilder
  - Helen Gulgun Bukulmez of Paint Lick
  - Phil Holoubek of Lexington
  - William Gorton of Lexington
- Update on KYTC's Bike/Ped Coordinator position
- Status of 2020 awarded Paula Nye Grants
  - All signed contracts have been received and awards dispersed, except Whitley County Spokespeople Bicycle Club
  - Highlight success stories via social media platforms
  - Provide tips on how to submit a successful application
- Continuation of Ebike/eMTB discussion
  - Formal definition finalized?
  - Research on regulations and legislation
- Memorandum of Understanding between KY Department for Public Health, KYTC, and KBBC
  - Requested by Troy Hearn
- Initial discussion of 2021 Annual Meeting in the Fall
  - Meeting location (pending Covid-19 restrictions on in-person gatherings)
  - Theme, topics, focus items
  - Speakers, presenters, sponsors, etc.
- Additional business or topics
- Meeting adjourned

Microsoft Teams meeting  
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