



DEPARTMENT OF FACILITIES

**DANNY CLEMENS, DIRECTOR**  
TRACY PARSLEY, MAINTENANCE SUPERVISOR  
THOMAS STOKES, CUSTODIAL SUPERVISOR  
GEORGE BROCK, ENERGY MANAGER

MEMO

TO: JESSE BACON  
FROM: DANNY CLEMENS  
DATE: January 11, 2024  
RE: Agenda Item for January 22, 2024, Board Meeting District Facility Use by the Cabinet for Health and Family Services.

The Salt River Area Office of the Cabinet for Health and Family Services requested permission to continue the use of district facilities from February 1, 2024 to January 31, 2025, as a shelter in the case of a local emergency and/or disaster. Rian Lawson the Facility Director will act as the contact person for the district.

I recommend granting them permission to continue the use of district facilities as a shelter in the case of a local emergency and/or disaster.

*WOC*  
*1/12/24*

*TV Wood*

**OUR MISSION IS TO INSPIRE AND EQUIP OUR STUDENTS TO SUCCEED IN LIFE**

**BULLITT COUNTY PUBLIC SCHOOLS IS AN EQUAL EDUCATION AND EMPLOYMENT INSTITUTION**



**CABINET FOR HEALTH AND FAMILY SERVICES  
DEPARTMENT FOR COMMUNITY BASED SERVICES  
SALT RIVER TRAIL/SRA OFFICE  
COA ACCREDITED AGENCY**

**Andy Beshear**  
Governor

Salt River Trail Regional Office  
445 Hwy 44E, Suite 208  
Shepherdsville, KY 40165  
Phone: (502) 543-0814  
Fax: (502) 921-0540

**Eric C. Friedlander**  
Secretary

**Lesa Dennis**  
Commissioner

January 11, 2024

Mr. Mark Mitchell  
Bullitt County Board of Education  
1040 Hwy 44E,  
Shepherdsville, KY 40165

Dr. Mr. Mitchell

I would like to take this time again, to thank you and the Bullitt County Board of Education, for approving site use to the Cabinet for Health and Family Services, should an emergency and/or disaster had arisen this past year. At this time I am requesting that the Board of Education consider the same request for the time frame of February 1<sup>st</sup> 2024 – January 31<sup>st</sup> 2025. I understand this request must be review and approved yearly. The Cabinet would only need use of a site in emergency situations such as flood, tornado, or any other situation that would affect the community. Our goal is to provide much needed services and/or benefits if a disaster would arise. If approved, would it be possible to send a written documentation or confirmation by e-mail? You can e-mail me at [Rian.Lawson@ky.gov](mailto:Rian.Lawson@ky.gov).

I would like to thank you on behalf of the Cabinet for your consideration and look forward to hearing from you. If you have any questions or need additional information, please feel free to contact me at 502-543-0814.

Sincerely,

Rian Lawson  
Administrative Specialist/Building Manager