



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

DEPARTMENT OF FACILITIES

MEMO

TO: Dr. Jesse Bacon, Superintendent
FROM: Danny Clemens, Director of Facilities
Date: September 23, 2025
RE: Salt River Area Office of the Cabinet for Health and Family Services Request **DC**

The Salt River Area Office of the Cabinet for Health and Family Services requested permission to continue the use of district facilities from September 1, 2025 - January 31, 2026 as a shelter in the case of a local emergency and/or disaster. The Director of Facilities 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.

I recommend approval of this request.

Attached paperwork:

- Salt River Area Office of the Cabinet for Health and Family Services Request Letter

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

Lesia Dennis
Commissioner

August 27, 2025

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 September 1st 2025 – January 31st 2026. 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 Amandat@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,

Amanda Thompson
Administrative Specialist/Building Manager