

## Where's the Fire? Part II

By: Frank Friday  
Esquire Director

In the last edition of the VIP, we looked at the evolution of public fire-fighting, something we in the clerk's office are connected to with our tax collections duties. Until the 19th Century, fire departments in America were private businesses that worked with insurance companies. In Kentucky and elsewhere, though, they have long been publicly run entities.

In big cities, the fire department is just an office of the city, or in our case, Metro Louisville, which is under the mayor and supported by the taxes the city collects for all its needs. In rural counties, there are so-called "fire districts" which have their own board of trustees and are empowered to collect their own ad valorem taxes for their support. In Jefferson County, before the merger, we had a city department for Louisville (one which lives on as the Louisville Division of Fire for the Urban Services District) and several fire districts for the suburban areas, as well as Shively, which is a city fire department.

At one time there were 21 separate fire districts in suburban parts of the county, but that is now down to 17 through mergers. It is expected there will be continued interest in merging more of the fire districts as a cost saving measure.

Rural fire districts are sometimes called "volunteer" fire fighters, though that is a term that is fading away as more fire services become staffed by part time or full-time professionals. But this, of course, means more cost and additional expense.

Volunteers were typically paid only in relation to the number of calls for which they reported. The City of Louisville was the third such department in the country to go to full-time employees, way back in the 1850s. Modern communications has made a great deal

of difference for the part time firemen. In the past, the siren on the firehouse was the only way to alert the personnel their presence was needed. This meant most of the volunteers had to live and work close to the firehouse. With the invention of beepers and cell phones,

## A Message from the Jefferson County Clerk

Spring is my favorite time of year. Derby here in Louisville only heightens the season.

We have just completed renovating our Downtown Branch to better serve the residents who work and live in the downtown area. We have also been very busy here at the Clerk's Office as the divisions have begun working on their many initiatives set before them for this year.

The Motor Vehicle, Logistics and Finance staffs continue to work with the Kentucky Department of Transportation as progress moves forward on the new KAVIS (Kentucky Automated Vehicle Information System) statewide system. It is our hope, in the very near future, to be launching a new interactive website.

The Election Center staff is preparing for the May 17th Presidential Primary Election. Jefferson County just went through a redistricting process and shifting has taken place within the Council Districts. You may want to check your voting location. Just log onto the Clerk's website and on the top right of the opening page you can confirm your voting location and preview a sample ballot. If you would like to work as an Election Officer, you can apply online or call the Election Center at 502.574.6100.

Save yourself a trip to one of our motor vehicle branches. Consider the convenience of renewing your motor vehicle registration by mail, phone or online. If you have any questions or suggestions as to how the Clerk's Office can better serve you, please contact us. As always, we look forward to serving you!



Sincerely,

*Bobbie*

Bobbie Holsclaw  
Jefferson County Clerk

## Where's the Fire? Part II

By: Frank Friday  
Esquire Director

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calling upon fire fighters for duty has become much more efficient.

Fire Districts in Kentucky are governed by a board of trustees, the members of which are picked in an unusual manner. Four members are appointed by the county judge (or, in our case, the Metro Mayor); two are elected from among the fire fighters themselves; and two are voted on by district property owners in an election held by the fire district. This election is held annually on the 4th Saturday in June. There are usually very few participants.

Fire Districts work closely with emergency and ambulance services for many of their calls. This is proving to be a complicating feature, though, given the split nature of these services. Metro currently offers paramedics and ambulances under its EMS service, and there are separate city ambulance districts, such as Anchorage, that collect their own ad valorem tax. Fire Districts may set up their own ambulance services and collect additional taxes, but this is not ideal and may be duplicative.

They would prefer to be given more tax revenue and function as a "first responder" for emergencies without having to get into the ambulance business. In the future, this issue may resolve itself if there are continued mergers, or if one day the suburban fire services are absorbed into Metro. Until then, our office will continue to collect separate taxes for all these districts and keep the minute books of the trustees in our Deed Room.

## Getting It Notarized

By: Frank Friday  
Esquire Director

One of the running features of the Peanuts comic is Lucy annually tricking Charlie Brown to kick a football, before she pulls it away, and he lands on his back. In one famous strip she insisted she wouldn't pull it away and gave him "a signed document". Poor Charlie Brown relies on this, thinking this is his year, but after once again landing on his back, Lucy mentions- "Peculiar thing about this document ... it was never notarized."

A notarization, if you ever wondered, is simply a written witness to an affirmation or oath, made by an officer appointed for such a task dating back to English Common Law. In Kentucky, this usually means the State At Large Notary appointed by the Secretary of State through the office of county clerk, who may act within the state, for any document. Any clerk or deputy may also act as a notary in matters affecting their duties as clerk.

The Governor also appoints Special Commission Notaries who notarize documents only for Kentucky, but such notarization may take place within or outside the state.

There are some frequent legal terms we use with notarization, often not knowing exactly what they mean. For instance- Jurat- derived from jurare, is Latin for "to swear." It is proof that an oath was

taken before an administering officer, such as a notary.

Acknowledgment- A jurat differs from an acknowledgment in that a jurat lacks the statement that the instrument is the act or deed of the party executing it.

Affidavit- A written statement of facts voluntarily made by an affiant under an oath or affirmation administered by a person authorized to do so by law.

In Kentucky, it is sufficient to recite-, "In the state\_\_\_ and county\_\_\_; the foregoing instrument was acknowledged before me this (date) by (name of person acknowledged) and signed by the notarial officer.

Most any item recorded in the Deed Room of the clerk affecting land must be notarized, according to statute. Likewise, whenever the word "petition" is used in a statute, whether filed with the clerk or as a motion in any court, it signifies that the document must be notarized.

Some other types of important legal documents don't need notarization because they only deal with personal property. For example, a UCC financing statement and a Kentucky Title Lien Statement just need a signature.

In Kentucky, a Notary Public is not required to use a seal or stamp. A notarization with just the signature of the notary is considered to be valid. It is, however, recommended that a seal or stamp be used as they may be required on documents recorded or used in another state. If a seal or stamp is used, it is required to have the name of the notary as listed on their commission as well as their full title of office. A notary journal is also recommended but not required except in the case of recording protests. (Protests involve "dishonor" of financial instruments and must be recorded in a well-bound and indexed journal).

Oh, if only Charlie Brown had known all this, he might have gotten to kick the ball.

## Clerk's Office is Last Tenant to Relocate to Edison Center

By: Nore Ghibaudy,  
Public Relations

Just a few weeks after the Presidential Primary, several divisions of the Jefferson County Clerk's Office will relocate. The Election Center, the Finance Department, Human Resources and Government Relations are currently housed in the Urban Government Center at 810 Barret Avenue. Come July, they will move into their new home at 701 West Ormsby situated in the heart of historic Old Louisville.

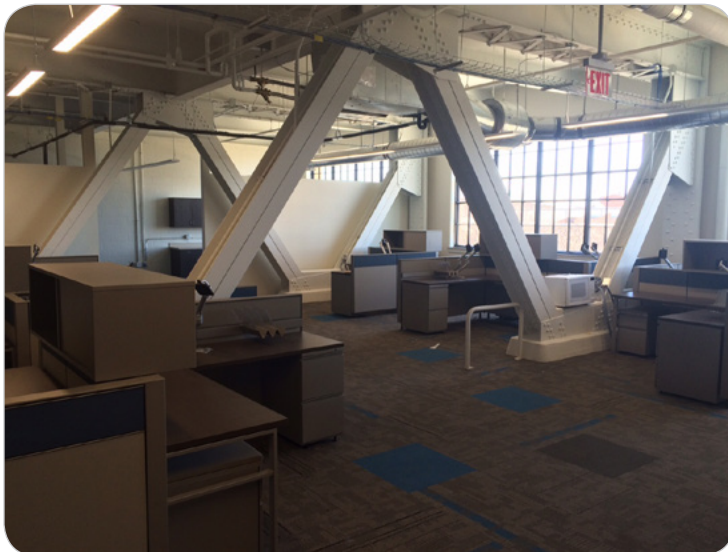
The Edison Center once housed offices of Louisville Gas and Electric. Since then, it has undergone major

renovations in preparation for its new tenants. Other Louisville Metro Government agencies, such as the Air Pollution Control District, Community Services, Community Action Partnership and the Louisville Metro Police Narcotics Division, will join the JCCO in relocating to the renovated facility.

The divisions of the Clerk's Office will share the third floor in an open office concept. Almost 70% of American employees now work in open floor plans. The concept is known to improve communications without hurting productivity.

When preparing the project for both JCCO and Metro tenants, architect Dennis Arthur looked to modern office designs as inspiration. The space is wide open with many windows and a great amount of natural light.

The Edison Center will feature a break room and vending area on the main floor. It will also have a designated media room used for both absentee in-house voting and the hosting of media on Election Day.



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## "Hum...what shall I wear?"

By: Angela Davis Clark,  
HR Director

I have conducted several interviews over the last few weeks (external and internal). The applicant's education and experience listed on a resume or application is what gets the applicant invited to the interview. At this point, I haven't met them yet. However, that's only a portion of what an interviewer evaluates during the interview process. The interviewer evaluates the applicant's education and experience; how well they present themselves; how their personality, characteristics, and attributes, complements the temperament needed for the position applied; and, their general appearance (attire). I have noticed (lately) that interviewees are dressed more casual than ever. It doesn't appear that they are dressing for success (or even dressing to impress). I am not hardline as it relates to an interviewee having to wear a suit. However, I am a little "old school" and I believe that we should "dress up" for special occasions. I consider an interview a special occasion.

I have interviewed applicants who looked like they did not put much thought into what they were going to wear. Your appearance (attire) should display that you took the extra time, attention and thought to what you were going to wear. Some interviewees look like they are going to a party or having lunch with an old friend. What you wear has a reflection on your professionalism, commitment and your ability to fit in with the culture or environment of the company. It's better to dress professional than to give the impression that you are not serious about the job, because you don't care about how you look. Interviewees should wear clean, neat, ironed clothes.

The most formal or classic dress (for both men/women) for individuals being interviewed, is to wear a black or dark colored suit; or, a jacket/blazer with pants/skirt. Suits tend to give a sense of class and polish. The business suit can be dressed up or down according to the culture or environment of the company.

If the male interviewee decides to wear a suit, then he should wear pants that are not overly baggy or fit sloppy; and, he should wear a quality tie with a subtle pattern. If the female interviewee decides to wear a skirt, then the skirt should not be too tight and it should be at least knee length. White shirts are appropriate for both male/female interviewees; however, light colored and striped shirts are appropriate as well.

If the interviewee prefers to dress in business attire -- because the JCCO does not require the formal/classic suit -- then black or dark colored pants/skirt with a complementary shirt/blouse will suffice. It is advisable that the interviewee carry a jacket/blazer with them to the interview so they can dress up the outfit, if it is necessary. Male interviewees who desire not to wear a tie should at least wear a shirt with a collar. And, female interviewees should not wear fussy, transparent, silk, or blouses with low necklines. Female interviewees should not wear blouses that expose their bra straps, especially if they are not wearing a jacket/blazer.

It is recommended for both male and female interviewees that they shouldn't wear open toed shoes. It is not incomprehensible for male/female interviewees to show up for an interview wearing flip-flops. However, that's not recommended. The female interviewee should not wear extremely high heeled shoes. Very high stilettos, platform heels and big chunky shoes are inappropriate. Women should wear shoes that allow them to look professional, walk comfortably, and give the impression of being confident and in control. I know that some females prefer not to wear pantyhose when they wear a skirt; however, it is recommended that wearing pantyhose display a professional look. Men should wear shoes that are clean and polished.

I know that there are a lot of trendy hair styles for both men and women. It is recommended that whatever style

you choose, your hair should look neat and tidy. Disheveled looking hair is unacceptable. And, if interviewees have styles that cause them to fiddle with their hair, it makes them look nervous and unsure -- and it's distracting.

Clean, manicured nails are important and a neutral colored nail polish is appropriate. Women should wear light make-up and limited jewelry. They should avoid dangling bracelets and necklaces that make clanking sounds every time they move. Just remember that whatever jewelry you select it should be understated and not be distracting for the interviewer.

You may say that the recommendations that I have made seem elementary or even commonsense; but I am telling you, I've seen it all and even worse. I don't judge the general public about how they dress, because I don't know their circumstances. However, no matter your circumstance, the rule of thumb for an interview is to dress in a neat and professional manner. It doesn't take a big budget to look neat and professional. It is generally better to be over-dressed than under-dressed. Just remember, when you come to an interview, you are not trying to make a fashion statement, you're trying to get a job! We only get one chance to make a good first impression, so let's make it count by dressing professionally for interviews.

Julia Penny, Formal Job Interview Attire, Best-Job-Interview.com, <http://www.best-job-interview.com/job-interview-attire.html>, retrieved 03/10/2016.

Julia Penny, Best Job Interview Attire for Women, Best-Job-Interview.com, <http://www.best-job-interview.com/interview-attire.html>, retrieved 03/10/2016.

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## The Downtown Branch gets a Makeover

By: Jordan Kelch,  
Public Relations

Only 3 months into the New Year, and Clerk Bobbie Holsclaw remains determined to continue upgrading and refining the offices of the JCCO. With almost every other Motor Vehicle Branch undergoing some sort of recent renovation, the time has come for Downtown to get its due. On Monday, February 22nd, the staff of Downtown Motor Vehicles relocated to the 4th floor of the Fiscal Court Building, vacating their original space so that major updates could take place.

Interestingly enough, the relocation to the 4th floor has been a relatively smooth process. With the help of Logistics and Information Technology, everything needed to serve the citizens of Jefferson County was accommodated and placed in its new, temporary home.

The renovated 1st floor location will be unveiled to customers at the beginning of April. The hope is that the upgrades will make business more efficient for both the Downtown team and the Jefferson County citizens who utilize this branch.

The new design will feature seven work stations along with a more comfortable reception area. Updated furniture, tile flooring, new carpet and fresh paint are just some of the details that will be present come April.

"We're very excited about these upgrades," said Clerk Bobbie Holsclaw. "Everything is on track and the finished product should really be something. There's nothing like a new home to boost morale and create a bit of excitement."





## Help Preserve Kentucky's Wildlife with a "Nature's Finest" License Plate

By: Jordan Kelch,  
Public Relations

For those of us who grew up in the Commonwealth, it's easy to forget the many natural wonders that collectively make up Kentucky. Since our home has always included Natural Bridge, Cumberland Falls, Daniel Boone National Forest and Mammoth Cave, perhaps we take some of the scenic majesty for granted. When you're surrounded by such abundant natural resources and striking beauty, you can forget, from time to time, how lucky you are to live in that environment. But the beauty is there, and so is the amazing wildlife. This year, open your eyes to all Kentucky has to offer and dive into the many adventures that await.

The Kentucky Heritage Land Conservation Fund, or KHLCF, has made securing and preserving portions of the Commonwealth's natural habitat

its goal for the last 22 years. Founded in 1994, the KHLCF has continually provided funding for various natural areas, such as: land that is integral to the preservation of migratory birds; land that serves as habitat for endangered or rare species; natural land preserved for educational or recreational use; and areas that conduct important natural functions which could be lost or tarnished.

In order to support the KHLCF and assist in the longevity of Kentucky's natural amenities, drivers can purchase a "Nature's Finest" license plate. Not only will this let friends and neighbors know of your commitment to preservation, it also directs money towards the many resources we hold dear to us. Three license plates are available: one which features

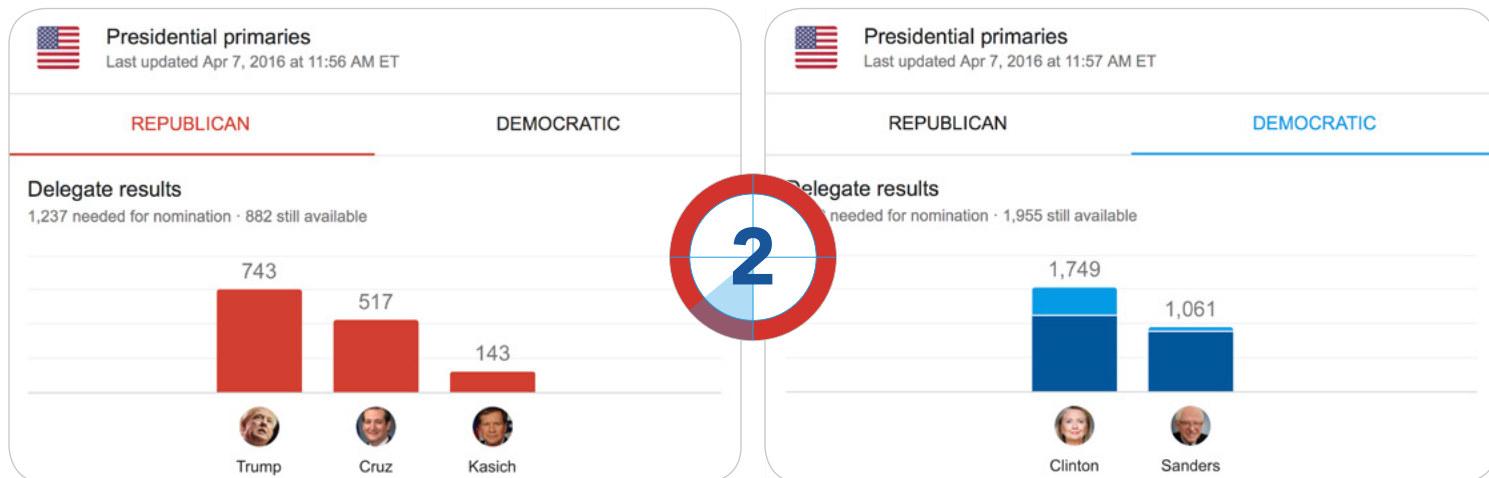
a Kentucky bobcat; one sporting a Monarch butterfly; and another displaying a beautiful cardinal.

To order a "Nature's Finest" license plate, and to support the KHLCF, visit your local county clerk office or branch. All owners of non-commercial motor vehicles registered for use on KY highways are eligible. The initial cost is \$31.00 with an annual renewal fee of \$31.00. \$10.00 of the initial issuance fee and renewal fee are voluntary contributions. All donations go to the Kentucky Heritage Land Conservation Fund Board. This plate is available for personalization with an additional \$25.00 application fee annually. This personalized plate is limited to a maximum of 5 characters.



# Counting Down to the Presidential Primary

By: Jordan Kelch,  
Public Relations



While it's true that any election cycle will receive some sort of news attention, it's undeniable that, for the last year, political coverage has been at the forefront of almost all media output. Whether you flip on the television or radio, surf the internet or scan social media, chances are you'll see something in regards to the current race for the White House. To be fair, this level of scrutiny is nothing new; presidential elections frequently bring about enthusiasm and intense interest. But 2016 has also proven to be a very unusual election year. With unexpected victories and surprising upsets, the current delegate counts (and the field of candidates as a whole) are likely not what would have been predicted 18 months ago. However, the turbulence makes for compelling coverage. How things will shake out is not yet known; all we can do is sit back and watch.

Typically Kentucky's presidential input comes late in the game. With a modest number of delegates and a Primary that takes place in May, the Commonwealth is rarely considered a valuable prize. This year, though, things changed. Republicans had the opportunity to take part in a caucus, an incredibly infrequent practice that was brokered in order to allow Rand Paul the option to run for both President and United States Senate. Kentucky Republicans came out in droves to vote on Saturday, March 5th, and while the ballot reflected many candidates, only

four were still in the race: businessman Donald Trump, Senator Ted Cruz of Texas, Senator Marco Rubio of Florida and Ohio Governor John Kasich. With 46 delegates at stake, 17 went to Trump who earned 35.9% of the vote. Cruz came in a close second, garnering 15 delegates and 31.6% of votes cast. Mr. Rubio and Mr. Kasich each walked away with 7 delegates, receiving 16.4% and 14.4% respectively.

While Kentucky GOP members have said their Presidential piece, Democrats of the Commonwealth will have to wait until Primary Day on Tuesday, May 17th. At that time, they can throw their support behind Secretary of State Hillary Clinton or Vermont Senator Bernie Sanders. 55 delegates will be at stake.

It's worth mentioning that, in Kentucky, there's an election lifecycle that seems to repeat every four years. For example, the last Presidential Election was held in 2012. A year later, in 2013, Kentucky had a black-out season - no elections took place during that twelve month span. 2014 brought about the race for United States Senate, with Mitch McConnell and Alison Lundergan Grimes going head-to-head, and 2015 showcased the gubernatorial matchup of Jack Conway and Matt Bevin. We've circled back around to another Presidential year, and the cycle has essentially rebooted. After this intensive season, Kentucky will experience another break year with no elections

scheduled for 2017. U.S. House (3rd & 4th Districts) along with State Senate and State Representative will headline 2018 and, a year after, the Office of Governor will once again grace the ballot. And then, by 2020 (you guessed it), we will return to the agony and the ecstasy of another Presidential Election.

If you're a Jefferson County resident and you want to be sure to vote in the May 17th Primary, visit our website at [jeffersoncountyclerk.org](http://jeffersoncountyclerk.org). Not only can you confirm your active registration, you can also view a sample ballot and find your specific polling location and precinct code. While the race for President receives all the press, there will be other candidates and other offices up for grabs, so be sure to do your homework and come in prepared.

We are also always in need of election officers! If you, or someone you know, is 18 years of age and a registered Kentucky voter, give us a call at 502.574.6100. Speak with one of our Election Officer Recruitment agents and sign up to work the polls. You'll receive fair compensation while getting an inside look at the process. Not only is it a fun, educational experience, but your involvement will help to ensure a smooth, fair and productive Election Day for all Jefferson County citizens.

Whether you're working the polls or simply voting for the future leaders of Kentucky and America, we'll see you on Tuesday, May 17th!

# Milestones

## Retirement

*December 16, 2015 to March 15, 2016*

Ronnie Terrell	Election Technician	Election Warehouse
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## Promotions

*December 16, 2015 to March 15, 2016*

Susan Gnadinger	CSR to CSA	Lien Department
Melissa Trego	CSR to CSA	Dixie Branch
Maria Alferez	CSR to CSA	Highview Branch

## Anniversaries

*December 16, 2015 to March 15, 2016*

Laura Reynolds	Elections Department	5 Years
Teresa Higgs	Recording Department	15 Years
Marcus Berry	Election Warehouse	15 Years
Leemesia Edwards	Indexing Department	15 Years

## New Hires

*December 16, 2015 to March 15, 2016*

Timothy Eckert	Jeffersontown Branch	01/19/2016
Sharon Priddy	MV Call/Processing Ctr.	02/16/2016
Shannon Drew	Dixie Branch	03/07/2016
Stephanie Fields	Westport Branch	03/07/2016
Tiffany Harsp	Downtown Branch	03/07/2016
Paige Moore	East Branch	03/07/2016
Brenda Murphy	Dixie Branch	03/07/2016
Mark Smith	Highview Branch	03/07/2016
Demeka White	Dealers/Specials	03/07/2016
Terrie Davis	Dealers/Specials	03/09/2016



# 3

**OPTIONS TO  
RENEW YOUR  
CAR TAGS**

### Online ReNew

[JeffersonCountyClerk.org](http://JeffersonCountyClerk.org)

### Telephone ReNew

569-3300

### Mail-In ReNew

P.O. Box 33033  
Louisville, KY 40232-3033



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