



## Board of Directors' Meeting

April 26, 2022 | 10:30 AM

### Meeting Location:

Maysville Community and Technical College – Rowan Campus  
400 Rocky Adkins Tech Drive  
Room 111A – Assembly Hall  
Morehead, KY 40351

### Meeting Minutes

1. Invocation – Judge Rick Stiltner  
Judge Rick Stiltner gave the invocation to the meeting.
2. Pledge of Allegiance to the Flag – Mayor Mark Walter, Chairman  
Board members and all guests in attendance joined Chairman Mark Walter in the pledge to the flag.
3. Call to Order – Mayor Mark Walter, Chairman  
The meeting was called to order by Chairman Walter.
4. Welcome and Introduction of Staff and Guests – Mayor Mark Walter, Chairman  
Chairman Walter welcomed all in attendance and went over various housekeeping items. Everyone in attendance introduced themselves and their affiliation.
5. Roll Call – Mayor Edward Bryant, Secretary  
Mayor Edward Bryant, Secretary, called the roll and a quorum was declared. The following Board members were in attendance:

#### **Bath County**

Judge Bobby Rogers

Mayor Gary Hunt

Tim Fawns, Citizen Member

#### **Menifee County**

Judge Rick Stiltner

Mayor Edward Bryant

Phyllis Lawson, Citizen Member

**Montgomery County**  
Judge Wally Johnson  
Mayor Al Botts  
Taunya Jones, Citizen Member

**Morgan County**  
  
Mayor Mark Walter

**Rowan County**  
Judge Harry Clark  
Mayor Laura White-Brown  
Bill Redwine, Citizen Member

**Regional Citizen Member**

**Ex-Officio Members**  
Senator Ralph Alvarado

**Gateway ADD Staff**  
Joshua Farrow  
Emily Jordan  
Olivia Glover  
Becky Combs  
Jocelyn Gross  
Jason Boggs  
Diann Donaldson

6. Board Minutes Review, Discussion, and Possible Action

The March 29, 2022, Board of Directors' Meeting Minutes were presented for consideration. Judge Stiltner moved, and Mr. Bill Redwine seconded that the minutes be approved as presented. Motion carried.

7. Financials

- March 2022 Finance Report – The March 2022 Finance Report was presented to the Board. Mayor Gary Hunt moved for approval, with a second by Judge Harry Clark. Motion carried.
- March 2022 Fundraising Account Report – The March 2022 Fundraising Account Report was presented to the Board. Judge Wally Johnson motioned to accept the fundraising account report as presented. Judge Bobby Rogers seconded. Motion carried.

8. By-Laws Update

Chairman Walter explained that during last month's board meeting, the Board approved to amend the annual dues to reflect the 2020 Census. The \$0.60 per capita rate remained unchanged. To establish official documentation for the dues methodology, a proposed section was drafted to be included in the by-laws. Judge Rogers moved to approve the by-laws update with a second by Judge Stiltner. Motion carried.

9. Fair Housing Resolution

A document was provided to the Board. Chairman Walter explained that all local entities applying for, or receiving federal grants, are required to support and promote Fair Housing. Passing the resolution and declaring April as Fair Housing month will satisfy the requirement. Judge Rogers

motioned to approve the resolution and appoint GADD's Executive Director as the organization's fair housing and equal opportunity coordinator. Mayor Bryant seconded. Motion carried.

#### 10. Gateway Regional Workforce Development Plan

Chairman Walter introduced Ms. Kay Stebbins, with Boyette Strategic Advisors, to review the Gateway Regional Workforce Development Plan. The study was a result of a 2020 ARC POWER grant that the ADD was awarded. The study area includes the Gateway region, plus Carter, Elliott, Fleming, and Lewis Counties.

Following the presentation, Judge Stiltner moved to approve the study, acknowledging that there are still a few grammatical tweaks that need to occur prior to finalizing the document. Judge Johnson seconded. Motion carried.

#### 11. Executive Director Report

- Area Development Fund (ADF) Report – A document was provided to the Board. Mr. Farrow stated that nothing has changed since the last Board Meeting in November. Morgan County has approximately \$5,500 remaining to obligate, and the City of Morehead has approximately \$550 obligated to a downtown beautification project. No action was taken.
- Revolving Loan Fund (RLF) Report – A document was provided to the Board. Mr. Farrow noted that the ADD has approximately \$619,000 in loan funds still available and is having conversations with a couple of prospective borrowers. Mr. Farrow explained that the ADD has approximately \$70,000 in the CARES RLF pot that must be loaned prior to the end of the fiscal year.
- Personnel Update – Mr. Farrow updated the Board on recent personnel changes. Mr. Jason Boggs has taken over as Director of Aging and Independent Living. Ms. Becky Combs is now in the In-Home Services Administrator position. Mr. Matthew Cooper resigned, and his last day was April 20, 2022; Ms. Emily Jordan will be taking over a portion of his projects on a temporary basis. Ms. Brooke Donahue's last day was April 8, 2022. The ADD is still advertising for the Rowan County Senior Center Director position, as well as the Waiver Service Advisor position that will be vacated by Ms. Janet Kelsey at the end of June.
- Employee Handbook Update – Mr. Farrow informed the Board that the Executive Committee approved an amendment to the Employee Handbook. The primary change was the inclusion of the Family Medical Leave Act (FMLA). Previously, GADD did not participate in FMLA; however, this change is a result of the ADD's attorney's opinion on the matter. There were also a couple of other small changes. Mr. Farrow stated that he would send out the redline version of the document to the full Board later today.
- Fiscal Year 2023 Board of Directors' Citizen Member Appointments – Mr. Farrow stated that at the June meeting, the Board will approve the Fiscal Year 2023 citizen member appointments. Mr. Farrow encouraged the Board to begin thinking about who they want to nominate as the citizen member representative for the new fiscal year.

- Board of Directors' Awards – A document was provided to the Board. The Call for Nominations will officially be sent out to the Board later today. Nominations are due May 20, 2022. The Executive Committee will review the nominees and select the winner(s).
- Updated State Legislative Maps – Updated State Senate and House maps were provided to the Board. The maps reflect the changes made during the 2022 legislative session.
- Aging Council, Water Management Council, and Regional Transportation Committee Executive Reports – Documents were provided to the Board.
- Older Americans Month Proclamation Template – Mr. Farrow explained that each year, the ADD asks the Judges and Mayors to proclaim the month of May as Older Americans Month.
- Governor and General Assembly Recognition – Mr. Farrow noted that on April 14, 2022, the 15 ADDs were recognized and honored during the 2022 Regular Session of the Kentucky General Assembly for the 50<sup>th</sup> Anniversary of the passage of KRS 147A.050, the legislation that formally created the ADDs. Additionally, Governor Andy Beshear issued an acclamation honoring the ADDs. Mr. Farrow stated that the ADD directors were able to go to the Capitol Building and be honored by Senate President Stivers, House Speaker Osborne, and they were also able to spend a few minutes with Governor Beshear and Mr. Rocky Adkins.
- Other – In other business, Mr. Farrow stated that there would be various maintenance updates on the ADD building, such as having the parking lot sealed and striped, and the back deck stained. Mr. Farrow also noted that the ADD has been working on an updated organizational chart and job descriptions, which will be up for approval during the June meeting.

12. Department Impact Reports – Due to time constraints, the Department Impact Reports were omitted.

13. Updates and Announcements

Updates and announcements were made by federal congressional field representatives and state personnel in attendance. Additionally, other state and local updates were made by guests.

14. Upcoming Regular Session Board of Directors' Meeting

Chairman Walter announced that the next Board of Directors' Meeting would take place on Wednesday, June 29, 2022, at 10:30 AM, at the ADD office.

15. Adjournment

With no further business to discuss, Chairman Walter asked for a motion to adjourn. Judge Stiltner motioned, and Mayor Al Botts seconded. Motion carried.

APPROVED:



Mayor Mark Walter, Chairman



Mayor Edward Bryant, Secretary

6/29/22

Date

6-29-22

Date

### Mandatory Board Member Training

Racial Equity; and Fraud, Neglect, and Exploitation Training

Those in attendance for the April 26, 2022, Board of Directors meeting, attended the mandatory Board Member training, as specified within GADD's Aging Contracts.

Mr. Steve Jones with Berea College gave a presentation on Racial Equity.

Ms. Waynanne Caudill with Legal Aid of the Bluegrass gave a presentation on Fraud, Neglect, and Exploitation.