Gateway Area Development District
Board of Directors' Meeting
April 23, 2026 | 10:30 AM
110 Lake Park Drive | Morehead, Kentucky 40351

Meeting Minutes

1. INVOCATION AND PLEDGE OF ALLEGIANCE

Chairman Jim Gazay gave the invocation. Board members, staff, and guests in attendance joined Chairman Gazay in the Pledge of Allegiance.

2. CALL TO ORDER

The meeting was called to order by Chairman Gazay.

3. ROLL CALL

Mayor Stacy Smallwood, Secretary, called the roll and a quorum was declared. The following Board members were in attendance:

Bath County Members

☒ Judge Forrest McKenzie
☒ Mayor Gary Hunt
☐ Ms. Jacky Watson

Menifee County Members

☒ Judge Hector Alcala
☒ Mayor Stacy Smallwood
☐ Ms. Phyllis Lawson

Montgomery County Members

☒ Judge Chris Haddix
☒ Mayor Al Botts
☐ Ms. Taunya Jones

Morgan County Members

☒ Judge Jim Gazay
☒ Mayor Kyle Risner
☒ Ms. Regina Thomas

Rowan County

☒ Judge Harry Clark
☐ Mayor Laura White-Brown
☐ Mr. Bill Redwine

Regional

☒ Mr. Quentin Murphy

4. CONSIDERATION OF MEETING MINUTES

a. The February 24, 2026, Board of Directors' Meeting Minutes were presented for consideration. Judge Harry Clark moved, and Judge Forrest McKenzie seconded that the minutes be approved as presented. Motion carried.

5. FINANCIAL MATTERS

a. March 2026 Finance Report – The March 2026 Finance Report was presented to the Board, and Ms. Diann Donaldson detailed the document. No questions or concerns were addressed. Judge McKenzie moved to accept the Finance Report as presented, with a second by Mayor Al Botts. Motion carried.
b. March 2026 Fundraising Account Report – Ms. Donaldson presented the March 2026 Fundraising Account Report. No questions or concerns were addressed. Mr. Quentin Murphy made a motion to approve the report as presented. Mayor Smallwood seconded. Motion carried.

6. ARC MINI-GRANT AUTHORIZING RESOLUTION

Chairman Gazay noted the Authorizing Resolution permitting GADD to submit an ARC mini-grant application to the Center for Rural Development in support of a Regional Childcare Data & Dashboard project. The project will build upon the 2024 Regional Child Care Study by creating a centralized regional childcare database, GIS-based mapping tools, and an interactive data dashboard to support planning, project development, and implementation efforts throughout the Gateway region. The grant request totals $10,000.00 and requires a $2,500.00 match, which will be provided by the organization through in-kind contributions. Mayor Gary Hunt moved to approve the Authorizing Resolution, seconded by Mayor Botts. Motion carried.

7. FAIR HOUSING RESOLUTION

Chairman Gazay stated 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 satisfies that requirement. Judge Clark moved to approve the resolution and to appoint GADD's Executive Director as the organization's fair housing and equal opportunity coordinator. Judge McKenzie seconded the motion. Motion carried.

8. OLDER AMERICANS MONTH PROCLAMATION

Chairman Gazay announced to the Board that every May, the Administration for Community Living leads the nation's observance of Older Americans Month. The 2026 theme is Champion Your Health, which focuses on prevention, wellness, and personal responsibility as cornerstones of healthy aging. It encourages taking an active role in managing your own health, advocating for yourself, accessing preventive care, and making informed decisions that support independence. To honor the Aging population in the Gateway region, Judge McKenzie moved to approve the presented Older Americans Month Proclamation, and Mayor Smallwood seconded. Motion carried.

9. AGING & INDEPENDENT LIVING DEPARTMENT AND SENIOR CENTERS DIVISION OPERATIONS

Mr. Farrow presented a slideshow to the Board focusing on the legislative impact following the conclusion of the state budget session. He reported that, for the Senior Nutrition Program, $10 million was included in DAIL's base budget for both Fiscal Year (FY) 2027 and FY 2028. Additional funding appropriated for FY 2027 totaled $9,616,000, while FY 2028 included $10,184,381. Mr. Farrow explained that these amounts are approximately $10 million less per fiscal year than the funding requested by the Area Development District (ADD) network to maintain current service levels and programming. Mr. Farrow further advised that, based on the approved budget, DAIL is expected to experience a 4% reduction in services funding for FY 2027 and a 7% reduction for FY 2028. At this time, it remains unclear whether those reductions will be passed along to the ADDs. He noted that DAIL is not expected to release FY 2027 funding allocations until the end of June, and GADD will not know the full impact of the funding reductions until those allocations are received. However, Mr. Farrow emphasized that some level of funding reduction is anticipated, which will most likely compare to those seen in September/October 2025. Mr. Farrow also reviewed updates related to the Joint Funding Allocation (JFA), Appalachian Regional Commission (ARC) matching funds, the Homecare and State Long-Term Care programs, the Putting Young Kentuckians to Work program, the GRANT program, and House Bill 900. House Bill 900 included funding for the Montgomery County Parks System, the Morgan County Economic Development Initiative, and GADD's Regional Kitchen.

10. EXECUTIVE DIRECTOR REPORT

A document was provided to the Board. Mr. Farrow updated the Board on the following items.

Area Development Fund (ADF) Report – A document was provided to the Board. No changes have been made.

Revolving Loan Fund (RLF) Report – A document was provided to the Board. Mr. Farrow informed the Board that GADD has 21 active loans with an outstanding balance of $1,940,113.22. There is currently $165,614.64 available to lend in the RLF.

Personnel Update – Mr. Farrow outlined the various personnel changes that occurred, which are all outlined in the Executive Director Report document. Mr. Jeffrey Bashford was hired as the Regional Kitchen Stock Clerk, effective February 23, 2026. Ms. Leslie Litzler was hired as a Waiver Case Manager, effective March 24, 2026. Mr. Duane Sassi was hired as a Local Government Advisor, effective April 6, 2026. Ms. Jenna Hampton was hired as a Finance Specialist, effective April 13, 2026.

Ms. Brittany Layne, Director of Career Center Operations, resigned effective April 24, 2026. Ms. Ashley Grizzell, Resource Room Assistant – Ashland, resigned effective April 9, 2026.

Vacancies – Mr. Farrow reviewed the current position vacancies within the organization. GADD is currently seeking a Case Management Supervisor, ADRC Associate, Senior Regional Planner, Infrastructure Development Planner, Career Center Operator, and Resource Room Assistant – Ashland.

GADD Employee Contact Information Document – The contact sheet was provided to the Board.

Joanie Bernard Foundation Grant Report – A document was provided to the Board.

Operations & Maintenance – Mr. Farrow stated that the Bath County Senior Center would be relocating to the Bath County Courthouse Annex, thanks to the Bath County Fiscal Court. The move is expected to occur this summer. Mr. Farrow commented that the Back-Up Regional Kitchen (Site B) conducted a readiness exercise on March 4, 2026. During the exercise, staff noted additional items and equipment that need to be purchased for future exercises. Site B will be exercised each quarter. Mr. Farrow informed the Board that the new van for the Menifee County Senior Center was ordered via TESCO Bus. The van is funded by a 5310 grant with state matching funds. Mr. Farrow reported that GADD issued a Request for Proposals for Brownfield site assessment services. The Executive Committee approved entering into an agreement with Atlas at its March 2026 meeting. Atlas will conduct Brownfield site assessments throughout the region, and the agreement is currently being finalized. Mr. Farrow stated that GADD would be having an organization-wide staff retreat on Friday, May 1, 2026.

Rowan County Senior Center – Mr. Farrow stated that the ribbon cutting was held on April 22, 2026. The Department for Aging and Independent Living (DAIL) inspection is scheduled for April 30, 2026.

February 24, 2026 Executive Committee Meeting Minutes – The minutes were provided to the Board.

March 31, 2026 Executive Committee Meeting Minutes – The minutes were provided to the Board.

11. ORGANIZATIONAL IMPACT REPORTS

a. Aging & Independent Living Department – A document was provided to the Board. Mr. Jason Boggs outlined the document and gave updates regarding GADD's Aging Department.
b. Senior Centers Division – A document was provided to the Board. Ms. Emily Jordan outlined the document and gave updates regarding GADD's Senior Centers Division.
c. Planning Department – A document was provided to the Board. Ms. Jocelyn Gross outlined the document and gave updates regarding GADD's Planning Department.
d. Workforce Department – A document was provided to the Board. Ms. Brittany Layne outlined the document and gave updates regarding GADD's Workforce Department.

12. COMMUNITY WILDFIRE DEFENSE GRANT

a. Developing a Community Wildfire Protection Plan – Ms. Rose Fryman with GADD presented an overview of the Community Wildfire Defense Grant awarded through the Kentucky Division of Forestry. Through this grant, GADD will develop state-approved Community Wildfire Protection Plans for each county, with completion targeted by March 2030.

13. UPDATES AND ANNOUNCEMENTS

Updates and announcements were provided by federal, state, and local partners in attendance.

14. OTHER BUSINESS

Chairman Gazay stated that during the months of March and April, there were five (5) employees reaching a milestone work anniversary: Mackenzie Black, one (1) year; Dylan Blackburn, one (1) year; Carolyn Messer, one (1) year; Brooke Ryce, one (1) year; Pamela Thompson, five (5) years. The Board recognized those in attendance.

15. UPCOMING BOARD OF DIRECTORS' MEETING

Chairman Gazay announced that the next Board of Directors' Meeting would take place on June 30, 2026, at 10:30 AM. Chairman Gazay noted that this would be GADD's Annual Meeting.

16. ADJOURNMENT

With no further business to discuss, Chairman Gazay asked for a motion to adjourn. Judge McKenzie motioned, and Mr. Murphy seconded. Motion carried.

APPROVED:

Judge Jim Gazay, Chairman

06/30/2024

Date

~~Mayor Stacy Smallwood, Secretary~~

Mayor Al Botts, Immediate Past Chair

06/30/2024

Date