

The members of the East Tennessee Human Resource Agency Board of Directors held their regular board meeting on February 10, 2026, at the ETHRA Executive offices, 9111 Cross Park Drive, Suite D-100, Knoxville, Tennessee, 37923.

The following Board members were present:

Joe Brooks	Claiborne County
Mike Byrd	Grainger County
Chris Cutshaw	Hamblen County
Glenn Jacobs	Knox County
Scott Kitts	Lafollette
Lori Phillips-Jones	Oneida
Mark Potts	Jefferson County
Larry Waters	Sevier County

PUBLIC COMMENTS

Chair, Glenn Jacobs, opened the meeting and asked if there were any public comments. There were no public comments.

CALL TO ORDER

Chair, Glenn Jacobs, called the meeting to order at 10:33 a.m.

ROLL CALL

Chair, Glenn Jacobs, asked for the roll call to be conducted. After roll call, the meeting proceeded.

APPROVAL OF AGENDA

MOTION: APPROVAL OF AGENDA FOR FEBRUARY 10, 2026 WAS MADE BY SCOTT KITTS AND SECONDED BY MIKE BYRD. THE MOTION PASSED.

MINUTES OF THE LAST MEETING

Minutes of the previous meeting were mailed and e-mailed to members as part of the agenda package.

MOTION: APPROVE THE MINUTES OF THE JANUARY 13, 2026 MEETING MINUTES AS WRITTEN. MOTION WAS MADE BY SCOTT KITTS AND SECONDED BY MARK POTTS. THE MOTION PASSED.

FINANCIAL REPORT

Acting Treasurer, Glenn Jacobs, presented the financial report for the period ending December FY 2026. Mayor Jacobs asked if there were any questions regarding the financial report; there were no questions.

MOTION: TO ACCEPT ETHRA'S FINANCIAL REPORT FOR THE PERIOD OF DECEMBER FY 2026. MOTION WAS MADE BY CHRIS CUTSHAW AND SECONDED BY MIKE BYRD. THE MOTION PASSED.

EXECUTIVE DIRECTOR'S REPORT

Executive Director, Gary Holiway, introduced Aaron Bradley, ETHRA's Senior Division Director of Aging, to present the 2026-2030 Area Plan for Aging. Ryan Grubb, ETHRA AAAD Accountant, shared financials for Aging, and Tracy Armstrong, ETAAAD Program Director, reviewed work programs.

MOTION: VOTE FOR AUTHORIZATION TO SUBMIT AREA PLAN ON AGING MOTION WAS MADE BY JOE BROOKS AND SECONDED BY MARK POTTS. THE MOTION PASSED.

Director Holiway then introduced Nick Pappada, ETHRA's IT Director, to review a Cyber Security Grant from Public Entity Partners.

MOTION: TO APPROVE THE CYBER SECURITY GRANT WAS MADE BY SCOTT KITTS AND SECONDED BY JOE BROOKS. THE MOTION PASSED.

OTHER BUSINESS

Director Holiway then informed the board members that an ETHRA Community Corrections staff member, James Glenn Dale, was arrested in Blount County on February 9th, 2026. TBI and Blount County Sheriff arrested him on charges of official oppression, official misconduct, and sexual contact with a probationer. The employee has been suspended, pending investigation. Director Holiway asked for the board's support as we work through this situation and the impact on our organization.

ADJOURNMENT

Chairman Jacobs asked if there was any further business and asked for a motion to adjourn. **The motion was made by Joe Brooks and seconded by Scott Kitts.** The meeting concluded at 11:04 a.m.

X R. Mathis

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