

CUMBERLAND COUNTY BOARD OF COMMISSIONERS  
MONDAY, OCTOBER 7, 2019 – 9:00 AM  
117 DICK STREET, 1ST FLOOR, ROOM 118  
REGULAR MEETING MINUTES

PRESENT: Commissioner Jeannette Council, Chair  
Commissioner Marshall Faircloth, Vice Chairman  
Commissioner Glenn Adams  
Commissioner Michael Boose  
Commissioner Charles Evans  
Commissioner Jimmy Keefe  
Commissioner Larry Lancaster  
Amy Cannon, County Manager  
Melissa Cardinali, Assistant County Manager  
Tracy Jackson, Assistant County Manager  
Sally Shutt, Assistant County Manager  
Duane Holder, Assistant County Manager/Interim Health Director  
Darian Cobb, Fellow with NCACC County Manager Fellowship Program  
Rick Moorefield, County Attorney  
Vicki Evans, Finance Director  
Deborah Shaw, Budget Analyst  
Heather Harris, Budget Analyst  
Jeffrey Brown, Engineering and Infrastructure Director  
Brenda Jackson, Social Services Director  
Jody Risacher, Library Director  
Elaine Smith, Animal Control Director  
Gene Booth, Emergency Services Director  
Robert Van Geons, Fayetteville-Cumberland Economic Development  
Corporation President/CEO  
Candice White, Clerk to the Board  
Kellie Beam, Deputy Clerk

Chair Council called the meeting to order.

INVOCATION / PLEDGE OF ALLEGIANCE

Commissioner Adams provided the invocation followed by the Pledge of Allegiance to the American flag.

1. APPROVAL OF AGENDA

MOTION: Commissioner Adams moved to approve the agenda

SECOND: Commissioner Faircloth

VOTE: UNANIMOUS (7-0)

2. PRESENTATION

A. Presentation on the Community Survey for the Public Library's Five-Year Strategic Plan

BACKGROUND

The Cumberland County Public Library & Information Center received a \$21,080 federally funded Library Services and Technology Act grant from the State Library of North Carolina to fund a consultant who is assisting in the development of the library's five-year strategic plan. The current plan ends in 2020.

During October, the library is encouraging Cumberland County residents to complete a survey that will provide important feedback for the strategic plan. A link to the survey is posted on the library's website at [www.cumberland.lib.nc.us](http://www.cumberland.lib.nc.us) and hard copies are available at all library locations. In addition, 1,000 surveys have been mailed through a random sample.

Library Director Jody Risacher will present information about the survey and the strategic plan process.

#### RECOMMENDATION / PROPOSED ACTION

Encourage Cumberland County residents to complete the community survey to assist in the development of the library system's five-year strategic plan.

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Amy Cannon, County Manager, called on Jody Risacher, Library Director, who presented the background information recorded above and stated the five-year plan will help the library focus on the efficient use of its resources and the effective delivery of its programs of service. Ms. Risacher stated there was a kick-off meeting in late August to discuss community needs and how the library might address them.

Ms. Risacher provided highlights of survey activities:

- Surveys—October 1-31
- Available online
- Hard copies in libraries and 1,000 mailed
- Promotion through social media, digital signage, advertising, newspaper columns

Ms. Risacher provided highlights of planning activities:

- Compilation of data November – December
- Meetings with steering committee and staff to develop Goals/Objectives/Strategies
- Final plan is developed by May 2020

### 3. CONSENT AGENDA

- A. Approval of September 16, 2019 Regular Meeting Minutes and September 18, 2019 Special Meeting with FCEDC Minutes
- B. Approval of Sole Source Procurement of a Caterpillar D6N Dozer Undercarriage

#### BACKGROUND

The Solid Waste Department has submitted a request for the replacement of the undercarriage for their Caterpillar D6N Dozer equipment. Funds for this purchase are available in the department's fiscal year 2020 budget.

Gregory Poole Equipment Company is the authorized Caterpillar dealer for Eastern North Carolina; therefore, they are the sole source provider for the needed part. The vendor has provided a quote in the amount of \$32,190.76.

#### RECOMMENDATION / PROPOSED ACTION

Finance and Purchasing staff recommend utilizing the sole source bid exception based on North Carolina General Statute 143-129 (e) (6) (ii), as the needed part is available from only one source of supply.

- C. Approval of Bid Award for Disaster Consulting Stand-by Contract

#### BACKGROUND

In the event of a disaster, consulting services may be required for the management of FEMA (Federal Emergency Management Agency) reimbursement processes. Having a consultant can help to ensure the County meets all FEMA guidelines and therefore, qualifies for reimbursement of disaster related expenses. Stand-by contracts for these services are imperative to have in place as they allow the County to work with the consultant immediately following an event, rather than waiting for a bid process to be completed, as mandated by the Federal Uniform Guidance Procurement Policy for Local Governments ("Uniform Guidelines").

Proposals were solicited, received and evaluated for these services. APTIM Environmental & Infrastructure, LLC was determined to offer the best value of services and cost.

#### RECOMMENDATION / PROPOSED ACTION

Finance and Purchasing staff recommend awarding RFP (Request for Proposals) 20-7-CTY II to APTIM Environmental & Infrastructure, LLC, under the Uniform Guidelines best overall value standard of award.

#### D. Approval of Bid Award for Disaster Debris Monitoring & Removal Stand-by Contracts

##### BACKGROUND

In the event of a disaster, debris monitoring and removal services are required for the management of the resulting debris. Stand-by contracts for these services are imperative to have in place as they allow the County to begin serving the community immediately following an event, rather than waiting for a bid process to be completed, as is mandated by the Federal Uniform Guidance Procurement Policy for Local Governments ("Uniform Guidelines").

Proposals were solicited, received and evaluated by subject matter experts from several departments for these services. Due to the size and complexity of disaster debris projects, the objective was to contract with a primary and secondary vendor for debris removal and a primary and secondary vendor for debris monitoring.

#### RECOMMENDATION / PROPOSED ACTION

Finance and Purchasing staff recommend awarding RFP (Request for Proposals) number 20-4-ES(II) and 20- 5-ES(II) as follows, using the Uniform Guidelines best overall value standard of award:

##### Debris Removal:

Primary - Ceres Environmental Services, Inc.

Secondary - DRC Emergency Services, LLC.

##### Debris Monitoring:

Primary: Debris Tech, LLC.

Secondary: Tetra Tech, Inc.

#### E. Approval to Pay Prior Year Invoices

##### BACKGROUND

There is a period of time after June 30th of fiscal year-end in which transactions of the prior fiscal year will continue to be processed (typically until the third week in August). After that cutoff date has passed, a department may still receive a vendor invoice that is payable for services that were rendered, or goods were received in the prior fiscal year. When that occurs, approval by the Board of Commissioners is required for payment. The following departmental invoices meet that criteria:

##### Community Development

Vendor: Belflex Staffing Network (5 invoices)

Invoice Dates: Range between 3/17/19-6/30/19

Total amount: \$1,272.40

##### Sheriff's Office

Vendor: Southern Health Partners

Invoice Date: 8/31/2019 (for services rendered from Jan-Apr 2019)

Amount: \$1,759.36

Staff have verified these invoices have not been paid. There are sufficient funds within the fiscal year 2020 departmental budgets to cover these expenditures.

#### RECOMMENDATION / PROPOSED ACTION

Management is requesting approval to pay prior year invoices for Community Development and the Sheriff's Office totaling \$3,031.76.

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F. Approval of Budget Ordinance Amendments for the October 7, 2019 Board of Commissioners' Agenda

BACKGROUND

School Fund 106/Capital Investment Fund 107

- 1) School Capital Outlay Lottery Fund and Capital Investment Fund - Budget Ordinance Amendment B200001 to recognize school lottery funds in the amount of \$812 for the school debt

The Board is requested to approve Budget Ordinance Amendment B200001 in the amount of \$812. This revision transfers lottery funds from the school capital outlay fund to the capital investment fund to pay school debt service. The interest component of this school debt receives a federal rebate which reduces the amount of interest owed. This year, the rebate was less than anticipated resulting in the need to use additional lottery dollars to pay the interest.

Please note this amendment requires no additional county funds.

Capital Investment Fund 107/Crown Debt Service Fund 602

- 2) Debt Service Capital Investment Fund and Crown Fund - Budget Ordinance Amendment B200002 to recognize bond proceeds in the amount of \$34,215,014

The Board is requested to approve Budget Ordinance Amendment B200002 to recognize bond proceeds in the amount of \$12,904,860 in the Capital Investment Fund and \$21,310,154 in the Crown Fund. This action reflects the refunding of the 2019 Limited Obligation Bonds scheduled to close on October 15, 2019. The proceeds will be used to refund the remaining maturities of the 2009B refunding COPS (Certificate of Participation and 2017 CIP (Capital Improvement Plan) draw program. A public hearing was held on September 3, 2019 during the Cumberland County Board of Commissioners' meeting regarding this item.

Please note this amendment requires no additional county funds.

RECOMMENDATION / PROPOSED ACTION

Approve Budget Ordinance Amendments

MOTION: Commissioner Adams moved to approve consent agenda Items 3.A. – 3.F.2)  
SECOND: Commissioner Lancaster  
VOTE: UNANIMOUS (7-0)

4. ITEMS OF BUSINESS

- A. Consideration of Hurricane Florence Hazard Mitigation Grant Award from the North Carolina Department of Public Safety and Associated Budget Ordinance Amendment #200736

BACKGROUND

Cumberland County has received notification from the North Carolina Department of Public Safety that two properties have been selected for buyout through the Hazard Mitigation Grant Program's expedited acquisition project. These mitigation actions will help us meet our goal of becoming more resilient from future storm events. The goal of the expedited acquisition project is to remove vulnerable properties from the Special Flood Hazard Area as quickly as possible. Each of the selected properties was severely impacted by Hurricane Florence. Upon completion of the buyout process, the deed for each property will be signed over to Cumberland County and land use will be restricted to the conservation of natural floodplain functions.

This funding agreement will remain in effect until September 13, 2022 and may be extended by mutual written agreement of both parties.

## RECOMMENDATION / PROPOSED ACTION

Staff recommends approval of Budget Ordinance Amendment B200736 to recognize grant funds in the amount of \$177,182.00 and acceptance of grant award from North Carolina Department of Public Safety- Disaster Recovery Act 2017 Funding.

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Gene Booth, Emergency Services Director, presented the background information and recommendation/proposed action recorded above. Mr. Booth responded to questions posed by Commissioner Keefe regarding the number of properties mitigated since Hurricane Florence and the number remaining to be mitigated. In response to additional questions from Commissioner Keefe, Tracy Jackson, Assistant County Manager, stated the County is just entering into the Hurricane Florence relief aid package and the question for which a response is being awaited is whether these funds can be merged with Hurricane Matthew funding. Mr. Jackson also stated as it relates to CDBG-DR funds, the State unofficially appears to be more interested in infrastructure than affordable housing. Mr. Jackson stated the County is at the mercy of the State when it comes to these programs. Mr. Jackson stated the County has a plan that goes back to Hurricane Matthew as it relates to infrastructure needs, and the plan is ready to submit to the State as soon as it becomes official and the funding and programs are rolled out.

Commissioner Adams asked how the County plans to maintain the properties. Ms. Cannon stated the goal is to maintain the properties internally through the County's Landscaping Division.

MOTION: Commissioner Lancaster moved to approve Budget Ordinance Amendment B200736 to recognize grant funds in the amount of \$177,182.00 and to accept the grant award from North Carolina Department of Public Safety- Disaster Recovery Act 2017 Funding.  
SECOND: Chair Council  
VOTE: UNANIMOUS (7-0)

## B. Consideration of Animal Control Grant and Formal Bid Award for the Purchase of a Mobile Pet Adoption Van and Associated Budget Ordinance Amendment #200398

### BACKGROUND

At present, Animal Control utilizes two older model vans to transport adoptable animals to offsite events. Animals are placed in crates and stacked inside each van. There is limited space for animals and other items needed for pet adoption events. The department has applied for and received word that it will be awarded a grant from the Stanton Foundation in the amount of \$160,000 for the purchase of a mobile pet adoption van. This will be used by Animal Control staff to transport animals to offsite adoption events and will have special kennels built into the vehicle. Potential adopters will be able to see and interact with animals in the vehicle. This will save staff time and effort as far as set-up for adoption events, and it will also be less stressful for the animals.

County Purchasing solicited and received formal bids for this purchase. Trans-West, Inc. (dba, Summit Bodyworks) bid the lowest cost.

## RECOMMENDATION / PROPOSED ACTION

Staff requests approval of the grant award from the Stanton foundation in the amount of \$160,000 to purchase mobile pet adoption van and the associated budget ordinance amendment #200398, and award bid number 20- 3-AC to Trans-West, Inc. (dba, Summit Bodyworks) based on the lowest, responsive, responsible bidder standard of award.

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Elaine Smith, Animal Control Director, stated Animal Control is always seeking additional funding and became aware of the Stanton Foundation. Ms. Smith stated the Stanton Foundation was created by Dr. Frank Stanton, president of CBS from 1946-1971, and one of the areas of focus for grants from the Stanton Foundation is "Canine Welfare", including Mobile Adoption Vans to increase the ability of an open shelter to adopt out dogs. Ms. Smith stated the Foundation's mobile adoption van program provides grants to cover the cost of purchasing a well-equipped mobile

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adoption van for shelters that receive more dogs than they can successfully place. Ms. Smith stated the organization receiving the grant must be able to staff the van and meet ongoing operating costs. Ms. Smith stated other recipients of Stanton Foundation grants for Mobile Adoption Vans include:

- Washington Humane Society (WHS) – Washington, DC
- Baltimore Animal Rescue & Care Shelter (BARCS) – Baltimore, MD
- Austin Animal Services – Austin, TX
- El Paso Animal Services – El Paso, TX
- Oklahoma City Animal Welfare Services- Oklahoma City, OK
- Glynn County Animal Services - Glynn County, GA

Ms. Smith displayed images of vans purchased through Stanton Foundation grants and an example interior view of one of the vans. Commissioner Boose inquired about the capacity of the van. Ms. Smith stated there are twenty-one cages with either four extra large or with a divider eight medium sized cages. Ms. Smith explained different scenarios in which the van could conveniently be used.

MOTION: Commissioner Adams moved to approve the grant award from the Stanton foundation in the amount of \$160,000 to purchase mobile pet adoption van and the associated budget ordinance amendment #200398, and award bid number 20- 3-AC to Trans-West, Inc. (dba, Summit Bodyworks) based on the lowest, responsive, responsible bidder standard of award.

SECOND: Commissioner Boose

VOTE: UNANIMOUS (7-0)

C. Consideration of Comprehensive Opioid Abuse Site-based Program Grant from the US Department of Justice and associated Budget Ordinance Amendment #B200017

BACKGROUND

The NC Injury and Prevention Branch of the NC Department of Health and Human Services has collected opiate poisoning death data since 1999. Data collected for Cumberland County early on reflected on average 8-14 deaths annually related to opioids. By 2014, the opiate related deaths spiked to 34 and continued to steadily increase with 79 opiate deaths reported in 2017; Cape Fear Valley Hospital was ranked in the top 5 throughout the State for opioid related overdose emergency department visits. Cumberland County responded by forming C-FORT (The Cumberland/Fayetteville Opioid Response Team). The team is working to implement initiatives and strategies to reduce these unnecessary deaths. At the direction of the team, the Health Department applied for a Comprehensive Opioid Abuse Site-based Program grant offered by the US Department of Justice. The Health Department was awarded the grant which provides \$899,614 in funding over 3 years. The grant allows for the following:

- One (1) full-time Project Coordinator position
- Implementation of a Post-Overdose Response Team (PORT)
- Enhanced Pre-Arrest Diversion Programming
- Community Education Campaign
- Establishment of an Overdose Fatality Review Team

RECOMMENDATION / PROPOSED ACTION

The Health Department recommends approval of Budget Ordinance Amendment #B200017 to recognize grants funds in the amount \$289,131 and acceptance of the grant award from the US Department of Justice. The remaining grant funds awarded will be budgeted during the budget process for Fiscal Year 21 and Fiscal Year 22.

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Duane Holder, Assistant County Manager/Interim Health Director, stated Cumberland County has been involved in fighting opioid addiction and overdoses and with the formation of C-FORT (The Cumberland/Fayetteville Opioid Response Team), one of its objectives was to facilitate a process through the UNC School of Government, a Collective Impact Model, to help fight this crisis within the community. Mr. Holder stated another objective of C-FORT was to search for and acquire

resources for the community to make sure efforts are sustainable. Mr. Holder stated the Health Department applied for a Comprehensive Opioid Abuse Site-based Program grant offered by the US Department of Justice and was awarded the grant which provides \$899,614 in funding over 3 years. Mr. Holder highlighted initiatives provided under the grant. Mr. Holder stated although the focus is on opioids, substance abuse/addiction overall will be addressed. Mr. Holder stated there is a model in Maryland for an Overdose Fatality Review Team and Cumberland County plans to mirror that model.

Mr. Holder responded to questions that followed about how funds will be pro-rated based on fiscal years, the number of opioid related deaths, the availability of additional Naloxone for first responders, general substance abuse treatment providers available in the community and substance abuse prevention services through the school system and community wide. Mr. Holder stated grant funds will be under the control of Cumberland County.

MOTION: Commissioner Adams moved to approve Budget Ordinance Amendment #B200017 to recognize grants funds in the amount \$289,131 and to accept the grant award from the US Department of Justice with the remaining grant funds awarded to be budgeted during the budget process for Fiscal Year 21 and Fiscal Year 22.

SECOND: Commissioner Evans

VOTE: UNANIMOUS (7-0)

D. Consideration of Sobriety Court Grant Award from the Governor's Highway Safety Program

BACKGROUND

For the past 3 years, Cumberland County has received Governors' Highway Safety Program funding to support the County's Sobriety Court Program. 100% of program costs have been covered by these federal funds. During FY 2019-2020 budget planning, the County was notified by the State that subsequent years' funding to support the program would be reduced by 50% and require a grant application.

The County submitted a grant application for continuation of funding to extend services beyond the initial 3-year cycle. On September 27, 2019, the County received notification from the Governor's Highway Safety Program that the grant application was approved for the 2019-2020 funding cycle. Please note that these federal funds are allocated on the federal fiscal year effective October 1 through September 30.

RECOMMENDATION / PROPOSED ACTION

Staff recommends acceptance of the Sobriety Court grant award from the North Carolina Governor's Highway Safety Program in support of the Cumberland County Sobriety Court Program.

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Chair Council recognized in attendance District Court Judge David Hasty and Alvin Chestnut, Cumberland County Sobriety Court Coordinator. Mr. Holder presented the background information recorded above. Mr. Holder stated materials provided include the award letter and a grant project form that outlines how the total funds will be committed. Mr. Holder stated the matching 50% has been budgeted for FY19-20.

MOTION: Commissioner Faircloth moved to accept the Sobriety Court grant award from the North Carolina Governor's Highway Safety Program in support of the Cumberland County Sobriety Court Program.

SECOND: Commissioner Evans

VOTE: UNANIMOUS (7-0)

E. Consideration of Sobriety Court Grant Award from the US Department of Justice's Bureau of Justice Assistance and Associated Budget Ordinance Amendment #B200036

## BACKGROUND

The Cumberland County Sobriety Court Program has been awarded a grant from the US Department of Justice's Bureau of Justice Assistance in the amount of \$296,251 over three years (October 1, 2019 through September 30, 2022). This award represents 75% of total program costs and there is a local match requirement of 25% over the three-year cycle in the amount of \$98,751.

Funding in an amount sufficient to meet the local match has been appropriated in the FY 2019-2020 annual operating budget. The grant award letter and program narrative have been attached for your review and reference.

## RECOMMENDATION / PROPOSED ACTION

Staff recommends acceptance of the Bureau of Justice Assistance grant award for the Sobriety Court Program and approval of Budget Ordinance Amendment #B200036.

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Mr. Holder referenced the Governor's Highway Safety Program notification of subsequent years' funding reductions that support Sobriety Court and stated the US Department of Justice's Bureau of Justice Assistance grant represents the continued effort to make sure these services are sustainable within the community. Mr. Holder presented the background information recorded above and stated even though it will require a match in subsequent years, it will be less than the approximately \$55,000 or 50% of the Governor's Highway Safety Program grant budgeted for the current year. Mr. Holder stated when the application for the US Department of Justice's Bureau of Justice Assistance grant was submitted, the status of the Governor's Highway Safety Program funds was unknown and because federal funds cannot be used to supplant local funds, the County will have to utilize the first year funds on those expenses outside of what is currently budgeted. Mr. Holder stated the expectation is to fully use funds for years two and three with experience showing it may be possible to expend the funds beyond the three-year timeframe.

MOTION: Commissioner Boose moved to accept the Bureau of Justice Assistance grant award for the Sobriety Court Program and approve Budget Ordinance Amendment #B200036.  
SECOND: Commissioner Lancaster  
VOTE: UNANIMOUS (7-0)

## F. Consideration of Cumberland County Plan for Involuntary Commitment Transportation Agreement for the Custody and Transportation of Respondents in Involuntary Proceedings

## BACKGROUND

The NC General Assembly has amended NC General Statute 122C-251 (Transportation of Involuntary Commitments). Effective October 1, 2019, there has been a change in the title of the statute from Transportation to Custody and Transportation. Additionally, the amended statute requires the governing body to adopt a plan known as an "involuntary commitment transportation agreement" or "transportation agreement" for the custody and transportation of respondents in involuntary commitment proceedings.

The attached Plan Agreement fulfills this statutory requirement and has been reviewed and approved by all involved parties. In addition to the Agreement, an excerpt of the General Statute has been attached for your information and reference.

## RECOMMENDATION / PROPOSED ACTION

Approve the Cumberland County Plan for Involuntary Commitment Transportation Agreement for the Custody and Transportation of Respondents in Involuntary Proceedings and authorize the County Manager to sign said agreement on behalf of the County of Cumberland.

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Mr. Holder presented the background information recorded above and stated the Plan Agreement is an effort to come into compliance with new legislation. Mr. Holder stated the Plan was

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developed in conjunction with the Sheriff's Office and affected local municipalities. Mr. Holder stated there are no changes to current operations other than the fact that this is being formalized, jointly agreed to and adopted by the Board of Commissioners.

Commissioner Adams referenced a section of the Plan that states, "The city has the duty to provide transportation of a respondent who is a resident of the city or who is taken into custody in the city limits," and asked whether the County would be reimbursed by the municipalities. Mr. Holder stated that is not what is being implied and once an individual is taken into custody, it becomes the responsibility of the Sheriff's Office. Commissioner Adams asked why the County would not be reimbursed for arrests that take place in municipalities. Mr. Holder stated he would yield to County Legal for an interpretation. Rick Moorefield, County Attorney, stated he will review the Plan Agreement. Commissioner Boose stated also contemplated under the Plan Agreement is entering into contracts with transportation providers which will involve costs, so he concurs with Commissioner Adams that municipalities in which arrests are made should get the bill.

MOTION: Commissioner Adams moved to approve the Cumberland County Plan for Involuntary Commitment Transportation Agreement for the Custody and Transportation of Respondents in Involuntary Proceedings and authorize the County Manager to sign said agreement on behalf of the County of Cumberland.  
SECOND: Commissioner Lancaster  
VOTE: UNANIMOUS (7-0)

## 5. NOMINATIONS

### A. Library Board of Trustees (3 Vacancies)

Commissioner Adams nominated Dennis Cedzo, Ann McRae and Jeremy Fiebig.

### B. Southeastern Economic Development Commission (1 Vacancy)

Commissioner Faircloth nominated Glenn Adams.

### C. Adult Care Home Community Advisory Committee (5 Vacancies)

Chair Council nominated Dr. Denis E. Corbin, William C. Duke, Joseph M. Dykes, Connie Parker and Darell Evans.

### D. Nursing Home Advisory Board (7 Vacancies)

Commissioner Faircloth nominated Christell Wallace, Rhonnisha Rivers, Dorothy McNeil, Westana Williams, Florence McEachern, Angela Stewart and Connie Parker.

## 6. APPOINTMENTS

### A. Board of Adjustment (1 Vacancy)

MOTION: Commissioner Faircloth moved to appoint Linda Amos to the Board of Adjustment.  
SECOND: Commissioner Evans  
VOTE: UNANIMOUS (7-0)

## 7. CLOSED SESSION:

### A. Economic Development Matter(s) Pursuant to NCGS 143-318.11(a)(4)

MOTION: Chair Council moved to go into closed session for Economic Development Matter(s) pursuant to NCGS 143-318.11(a)(4).  
SECOND: Commissioner Faircloth  
VOTE: UNANIMOUS (7-0)

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MOTION: Chair Council moved to reconvene in open session.  
SECOND: Commissioner Adams  
VOTE: UNANIMOUS (7-0)

MOTION: Commissioner Adams moved to adjourn.  
SECOND: Commissioner Evans  
VOTE: UNANIMOUS (7-0)

There being no further business, the meeting adjourned at 10:15 a.m.

Approved with/without revision:

Respectfully submitted,

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Candice H. White  
Clerk to the Board