



STATE OF NEVADA  
BOARD OF EXAMINERS FOR SOCIAL WORKERS (BESW)  
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Nevada 89502 775-688-2555

**Board Meeting Minutes, Wednesday, April 19, 2023**

The April 19, 2023 Board Meeting was called to order by Esther Langston at 9:06 a.m. A **Roll Call** was taken. Board members in attendance: Esther **Langston**, Jacqueline **Sanders**, Abby **Klimas**, Linda **Holland Browne**, and BESW Staff in attendance was Sandy **Lowery**, Karen **Oppenlander**. In attendance was Board Counsel/ Deputy Attorney General Harry **Ward**. Consultant in attendance: Nick **Vander Poel**, Flynn Giudici. Guest: Cheston **Turner**.

**Agenda Item 2 – Public Comment:** **Oppenlander** stated that there is no public comment in writing or online.

**Langston** moved to **Agenda Item 3A – Review and Discuss March 15, 2023, Board Minutes. (For Possible Action).**

**Motion was made by Holland Browne to approve the March 15, 2023 Board Minutes; seconded by Abby Klimas. The March 15, 2023 Board Minutes were approved unanimously.**

**Langston** moved to **Agenda Item 3B – Review and Discuss March 28, 2023, Board Minutes. (For Possible Action).**

**Motion was made by Holland Browne to approve the March 28, 2023 Board Minutes for both Closed and Open Sessions; seconded by Abby Klimas. The 28, 2023 Board Minutes were approved unanimously.**

**Langston** moved to **Agenda Item 3C – Review and Discuss April 5, 2023, Board Minutes. (For Possible Action).**

**Motion was made by Holland Browne to approve the April 5, 2023 Board Minutes; seconded by Abby Klimas. The April 5, 2023 Board Minutes were approved unanimously.**

**Langston** moved to **Agenda Item 3D – Review and Discuss Third Quarter BESW Financials through March 31, 2023. (For Possible Action).**

**Oppenlander** stated that **Lowery** would start the discussion of the financials. She mentioned that this will move into looking at more numbers around the budget in the next agenda item. She said that she and **Vander Poel** bring up some different items that are affecting financials, the budget, etc.

Lowery stated that the numbers for the third quarter of the fiscal year are positive. When reviewing budget items, expenses and income, we would look for them to be in the 75% range. Income is up, at 86%. BESW is at 71%, in terms of budget for salaries and employee related expenses. BESW is at 53% for all other expenses, giving us a total expense percentage of

63%. In the third quarter income is over budget and our expenses are under budget. This projection is being used to create some possible budget numbers for the next year. Historically in the past, the only big ticket item you will see in expenses is that the internet is very high. This is because BESW shifted to the EITS system. This will all be realigned in terms of where it goes on budget items in the next budget. A lot of it is landing in one spot instead of being dispersed in this budget that is under review. She asked if there were any questions and there were none.

**Motion was made by Abby Klimas to approve the Third Quarter BESW Financials through March 31, 2023; seconded by Linda Holland Browne. The Third Quarter BESW Financials through March 31, 2023 were approved unanimously.**

**Langston moved to Agenda Item 3E – Review and Discuss Draft Budget for July 1, 2023-June 30, 2024. (For Possible Action).**

**Oppenlander** advised that **Lowery** would begin the budget discussion and then she would talk about statewide salary adjustments that are going on and our theory and putting together this budget.

**Lowery** stated that when the Board did the 2022 to 2023 budget, they did not anticipate any additional revenue from the prior year. That is partly why we're at 86% because the Board was very cautious about anticipated income still coming out of Covid. In this budget, BESW is anticipating income \$647,000 up to \$695,000 in terms of income. This may be adjusted again once we get the final numbers for the end of this fiscal year. There is an increase in anticipated income. With expenses, there is a decrease in contract services from a hundred and roughly \$180,000 down to \$132,000. The new budget includes bringing an additional staff member into the office. That would reduce contract expenses and operating costs. We also anticipate being mostly stable a little bit down. She will have a better sense of that when she parses out which things now are part of our EITS budget. That has been a confounding variable for us this year. Everything else is staying fairly similar.

**Oppenlander** said she wanted to start by giving some background to what's going on. This morning she is being notified of new adjustments in what she is talking about. Everything is fluid because there are legislated matters in this discussion. She began with statewide salary adjustments that are in the process of being put in place. She mentioned this during the last board meeting and wants to make sure everybody is on the same page. Her belief in listening to the legislators in the money committees talk about what they want to do is that there seems to be consistent belief from the governor on down or from the legislators on up, depending on how you look at it, whether they be Republicans or Democrats or whatever, that there's uniform salary adjustments made across the state. She went on to say that it became apparent to her when the NSHE interim Chancellor Dale Erquiaga went to the table and asked the money committees to provide money out of the general fund for the NSHE folks and he will backfill it. He was really consistent with what the legislators want to do, which is fix the salary range in Nevada. Previously, if you go back to last year, Governor Sisolak recommended a 10% increase and similarly, when Governor Lombardo came on board in 2023, he's been working with the legislature to institute 2%, 8% or 4% COLA adjustments with the addition of additional bonus payments and trying to reinstate some prior measures. She just learned this morning that one of the prior measures has been dismantled overnight as far as she can tell. Quoting the Reno Gazette Journal "for a lean mean state government trying to fill numerous vacancies in state services, such incentives are not only deserved but necessary." When these votes were

coming across, she listened again to a monies committee session late yesterday afternoon, when this came to a vote on either side, Senate or Assembly there were all aye votes and no nay votes. She remarked that anything being discussed for statewide budget adjustments is exclusive of Title 54 boards like BESW. If the Board wants to make the same budget adjustments, they must pull it out of BESW's fee funded budget. BESW will receive nothing from the General Fund. Her recommendation (as she has nothing to lose here), and because BESW can afford it, is that BESW mimic what the state agencies are doing in the General Fund. Otherwise, in her opinion, the Board would be making a terrible mistake. She would be leaving an office where people that are coming in or have been there could leave their cars parked in the same parking space, walk down the hall to a state agency, get a job where they're going to be getting 2%, 8%, 4% COLA adjustments, et cetera. She thinks that BESW ought to do the same. When she instructed **Lowery** on how to put this budget together for the Board's review today, they built those things in. If Board members look at when the pay range was set up for the incoming Executive Director, they also included in that budget that pay range. So, this is to accommodate all of the 2%, 8%, 4%, \$500 or \$250 quarterly checks depending on where we are with the budget and the state's status. Bill AB268 was enrolled this month and signed by the governor, so it's totally in play right now. A related bill for SB440 is in process, it is dealing with collective bargaining unit agreements that don't affect us. A related bill AB 337 is currently in process. She asked **Vander Poel** to speak about the changes that are taking place in the statewide general fund budget.

**Vander Poel** replied that in terms of the budget, they're starting work on budgets. They're trying to figure out how much money is left over, the average number we're hearing is that 5% adjustment for state employee needs. They're trying to determine how much money they will have left after they close all the budgets and, and make the determination of what they can afford to adjust for this COLA process. There is a significant appetite for paying state employees more.

**Oppenlander** said she thinks that pulling all this money from the general fund to spread it around state employees is entirely appropriate and necessary, and she could very easily guide Board members to any of these money committee sessions so they can listen in and hear the details of it. An unintended consequence is that it would make a Title 54 board competing with the state within itself. Because BESW is not getting general fund money, the only way to counteract that is to treat BESW's own employees by mimicking the state process in the same way. That is what she and **Lowery** have budgeted for to the best of their ability. For the bills that pass, that's one thing and for the bills that haven't passed yet and are in process, that's another thing. **Lowery** has been trained and is able to track the same things she has been tracking and she is in the process of handing that off to her so she can keep up with what the state actually puts in place. The Board is budgeted for that. This is a draft budget today, and she is hoping the Board will approve it to move forward with the intention of how it is set up and that it could be modified as appropriate based on how the state bills actually start passing and becoming law. She then asked **Lowery** to pick up the budget process where she left off.

**Lowery** replied, that as she said, one of the things that was added is another full-time clerical position, so it looks like we're increasing our salary stuff by over a hundred thousand. Some of that is the new position, some of that is the salary for the new executive director, and the rest of it is the anticipated COLAs. The Board is still well within budgetary possibilities. When you look at the bottom, it says we are going to make \$398.00 as a profit. This is a gross underestimation. Until we see the last quarter's figures we won't know for sure what our income was and what our starting figures will be for the new budget cycle. As Board members know,

with our fiscal audit, the Board had to take accountability for a number of years of prior PERS, putting money aside so that our fund balance number was not robust coming into this year. The Board's fund balance number going into next year, which is now fixed and accurate, will be much more robust. The Board is going to make money, but we won't know the exact figures until we are at the end of the fourth quarter with all of our income and expenses. Until the Board gets a balance carried forward, that will be based on the next audit, but it won't be the dramatic differences that we had to make this year because of the prior errors in the accounting for PERS monies. She said the rest of it is fairly self-explanatory. She is going to be working with our new accountant and our auditor to very clearly understand the GASB so that she can make sure that we are accounting for it in the budget. It may look a little different because she may be parsing things out differently so that they're easier to pull for quarterly reports that our new accountant is going to be doing.

**Holland Browne** commented that she thinks the Board's history of compensation for the Board, based on the amount of work that has been done and is required to be done, has been pretty mediocre. In her estimation, the increases that they are discussing are very well warranted. BESW wants good candidates, who want to come and stay. They want some stability and have been fortunate to have that for a period of time. She does think it is important that we get on board with sort of the going rates and that we provide these increases.

**Oppenlander** added on additional comment. The entire budget being worked on by the legislators is to address a pay disparity between state and local governments. As member **Holland Browne** mentioned, state employees aren't even comparable with local governments within the state, much less competing with governments in other states. We're running at 30% less, as state employees. She thinks that is the premise that they're coming from. They have broken it out so beautifully in many of these money committees in detail. If any Board members would like to be referred to some of these after the meeting is over, things that you can view online and understand what's going on, it is interesting and she would be happy to refer them.

**Motion was made by Linda Holland Browne to approve the Draft Budget for July 1, 2023 – June 30, 2024; seconded by Abby Klimas. The Draft Budget for July 1, 2023 – June 30, 2024 was approved unanimously.**

**Langston** moved on to **Agenda Item 3F – Review and Discuss May 1, 2023, Report to Governor's Office as per Executive Order 2023-003. (For Possible Action).**

**Oppenlander** stated that this is an item for possible action. After **Lowery** has gone over this item, she will be asking the Board members for their approval of submitting the May 1, 2023 report to the governor's office.

**Lowery** stated that, as Board members know, when the governor got into office, he created a series of executive orders. How they have actually played out has been a little bit different than originally designed. One of the things that he asked was that BESW find administrative code sections that could be removed that were redundant, unnecessary, no longer used, and ineffective. At the last Board meeting, she quickly reviewed the NAC changes, which BESW is proposing again because of the many changes at the legislature since then. She proceeded to go through them quickly. The NACs that could be removed is as follows –

- BESW is looking at removing the old legislative language requiring social workers to carry a wallet card at all times. That was written because back in the 1980s when we

didn't have online immediate available license verification. Online verification of licenses is possible now.

- Next, we are looking at removing a series of NACs related to the Provisional “B” license, which is also old language relating to the two provisional categories that we have. Provisional “A” is the 90 day temporary license. We do not recommend that people apply for this because they only have 90 days to take their exam. In testing seasons, often it isn’t possible to schedule an exam date within 90 days. We’re leaving that one alone. Provisional “B” is highly underutilized. We have only issued around four of these licenses in the last three or four years. They are very underutilized and confusing. To have a Provisional “B”, an applicant must be enrolled and attending a social work program, but must first have a degree in a related field. One of the challenges is defining what a related field is. Public health is not. Criminal justice is not. We would like to remove this licensure category. That takes care of regulations two, three, four, five, six, and seven. The Board’s language is fairly tidy and so in finding 10 things that we could remove, eliminating the Provisional “B” license with the accompanying and related NACs gave us a lot of additional things that we could take out.
- Our eighth recommendation is removal of the requirement that an applicant passed an ASWB exam when they are restoring an expired license with the Board. This is not necessary as they did so when they were initially licensed.
- Regulation nine and ten remove some language that wasn’t removed the last time NAC changes were done. We completely tidied up LCSW internship stuff and when she went back through it, she realized that LISW language was not fixed. This regulation removes language so that it matches the LCSW internship because there are not substantial equivalent requirements anymore.
- Number 11 is fixing the language from SB 44 in which supervision was required to be onsite at least once a month. This was a summary of what we are proposing to the governor's office of things that could be eliminated to decrease confusion.

**Motion was made by Abby Klimas to approve the May 1, 2023, Report to Governor’s Office as per Executive Order 2023-003; seconded by Linda Holland Browne. The May 1, 2023, Report to Governor’s Office as per Executive Order 2023-003 was approved unanimously.**

**Langston moved to Agenda Item 3G – Review and Discuss April 1, 2023, Report to Governor’s Office as per Executive Order 2023-004. (Informational).**

**Oppenlander** advised that this item was approved without Board members seeing it ahead of time because the governor's office had not released a format as they told us they would. This is the form that they released to the Board which was filled out and submitted on March 27th. When it was submitted, she received an acknowledgement from the governor's office. She noted that it is in a troublesome format on Board members’ screens. Unlike the format that **Lowery** had that was modifiable and color coding was possible, this one was a locked format. We were able to get all the questions answered that the governor's office wanted answered and she is presenting it as an informational item only.

**Langston moved to Agenda Item 3H – Board Review of Hearing for Virgilio DeSio, License No. 6200-C. (For Possible Action).**

**Ward** asked that this matter be placed on the agenda next month. He has no new information regarding this matter.

**Holland Browne** Asked why this matter has been going on for so long.

**Ward** replied that he just has to put it up higher on his agenda. The state is short on Deputy Attorney Generals. He is covering three or four additional boards. One of the boards is the Physical Therapy Board, which is a very active board with 20 outstanding cases. One of them has been in the newspaper regarding alleged indecent exposure. He went on to say that a new Deputy Attorney General has been hired who will be taking over some boards including possibly this board because it was not his original board. He promised to try and get to this as soon as possible and get it resolved. His understanding is that it is not going to be a hearing. He doesn't know the exact date of this matter, but some of the ones that he is dealing with on the other boards are as far back as 2019. It is not uncommon for some of these matters to get pushed back, especially when they are short of Deputy Attorney Generals. He promised to edge this matter up to the top of his priority list. His understanding is that this is going to be a settlement, he just has to get in touch with the attorneys and get everything worked out.

Langston moved to **Agenda Item 3I – Board Review of Application for LMSW, Cheston Turner.**

**Oppenlander** announced that she will introduce this item for Cheston Turner. Mr. Turner is here today. Board members have been sent ahead of time quite a few pieces of information. During discussions with Mr. Turner, we discussed that it would be potentially possible for him to go into close session if it is agreeable with **Langston** and **Ward**.

**Langston** deferred to **Ward**.

**Ward** replied that it is up to the proposed licensee if he wishes to go into closed session, he does not have to. If we do, then we do the formality of a motion.

**Langston** asked Mr. Turner if he preferred to go into a closed session or stay in open session.

**Turner** replied that he prefers a closed session.

**Langston** asked for a motion.

**Motion was made by Linda Holland Browne to go into closed session for review of Application for LMSW, Cheston Turner; seconded by Abby Klimas. Closed session for review of Application for LMSW, Cheston Turner was approved unanimously.**

**Oppenlander** stopped the recording of the meeting.

CLOSED SESSION

Resumption of Open Session

**Langston** declared that the Board is back in open session. She asked if there was any other public comment before making a motion and there was none?

**Motion was made by Linda Holland Browne to accept the application and approve LMSW licensure for Cheston Turner; seconded by Abby Klimas. The motion to accept the application and approve LMSW licensure for Cheston Turner was approved unanimously.**

**Langston** moved to **Agenda Item 3J – Review and Discuss Status of Recruitment Process (For Possible Action).**

**Oppenlander** announced that Vicki Erickson accepted the Board offer and will start on May 1st. Okay. After she had a discussion last month with the Board President about her training of the incoming Executive Director since she is leaving on April 30<sup>th</sup>, they came up with an idea and she plans to start a small business to help with the transition and so she can be on call to help as needed. Down the road, she could also be on call for compliance unit cases that she already understands and are in the queue to maybe save time. Also related to the recruitment process is we have prior minutes about the check signer being the executive director and Linda Hall Browne. She thinks it would be helpful in general terms, so she is hoping that before Item 3J on the agenda is closed, a Board member will make a motion for the check signers to be Vicki Erickson and Linda Holland Browne, so that will be in one set of minutes to take to the bank and get that done. Lastly, she mentioned that she gave Board members a sheet that with the steps of the recruitment process. The last one is Board members deciding how they want to announce the new Executive Director.

**Holland Browne** remarked that she would really like the Board to send an announcement to all the social workers on BESW's group list advising them and asking to welcome Vicki on board. She thinks it is important that, first of all, people be aware of the change and secondly, that we advise everyone of that.

**Oppenlander** suggested that **Lowery** send to all social workers an email on May 1<sup>st</sup> welcoming Vicki Erickson as the new Executive Director, including her new email address.

**Motion was made by Linda Holland Browne to accept Vicki Erickson as the new Executive Director, effective May 1, 2023; seconded by Abby Klimas. The motion to accept Vicki Erickson as the new Executive Director, effective May 1, 2023 was approved unanimously.**

**Oppenlander** requested motion confirming the check signing change.

**Motion was made by Abby Klimas to designate Vicki Erickson, the Executive Director and Linda Holland Browne as check signers for the Board of Examiners for Social Workers; seconded by Jacqueline Sanders. The motion to designate Vicki Erickson, the Executive Director and Linda Holland Browne as check signers for the Board of Examiners for Social Workers was approved unanimously, with Linda Holland Browne abstaining from the vote.**

**Langston** inquired whether there is a third check signer just in case neither of them are available.

**Oppenlander** replied that the Board is in the middle of negotiations with the governor's office for a third board member coming in into the north. The Board has received a name, but hasn't received the confirmation from the governor's office yet. She thinks the Board is going to have a third check signer, just not today.

**Langston** moved to **Agenda Item 3K – Review and Discuss 2023 Legislative Session - Flynn Guidici Government Affairs Advocates Report. (For Possible Action).**

**Vander Poel** informed Board members that the Nevada legislature is on day 73 of 120, so less than 50 days remain in this session. As mentioned earlier, the Board's meeting Friday was the first major deadline where bills were required to get out of committee. 239 bills died, including 10 that they were tracking for the social workers. That leaves 51. The legislature has a total of 626 active bills, 323 in the Assembly and 303 in the Senate. The next major deadline is in six days to get bills out of the first house. Then they flip and go to their respected opposite houses. One date that he did not comment on is the May 1<sup>st</sup> economic forum. That is when they will determine how much additional money they potentially have to spend and make the determination as it relates to just the extra spending. He brought up SB 10 regarding the Board sending names to the governor for potential appointment. That bill also encourages diversity on all the boards and commissions, so he is monitoring that bill and brought it to the Board's attention. A bill for which he thought there was going to be a hearing this week, but it sounds like it's been pushed to next week, is SB 431, the Governor's Omnibus bill that would restructure the executive branch. Specifically in that bill is section 20 that we're watching that would create the Office of Nevada Boards, Commissions and Councils. It is basically a centralized administration, for all the boards and commissions. This Board is listed in this bill to fall under that office. Their role is basically fixed areas to focus on: "A" centralized administration, "B" a uniform set of standards for investigations, licensing and discipline, including, without limitation, separating the roles and responsibilities for occupational licensure from the roles and responsibilities for occupational discipline, "C" a uniform set of standards for internal controls, "D" a uniform set of standards for legal representation, "E" a consistent set of structural standards for boards and commissions, and "F" transparency and consumer protection. He said he has a meeting with Deputy Chief of Staff, Jim Wells on Friday, and will discuss at length SB431 and how they envision this working. Should it pass? He believes there is going to be a fiscal note attached to it, so he'll be monitoring that one. Lastly, he has been working diligently behind the scenes to give **Oppenlander** the best sendoff he can. For the Social Workers Interstate compact, they've identified three potential bills that they can amend the interstate compact into. He commented that there is obviously major appetite not only by the executive branch, but by legislators, to adopt this interstate compact in Nevada. He is working on another one for the massage board, and that's on general file today to move out of the Senate. In his direct conversations with the key legislators involved as well as the Governor's office, he is definitely getting contacted regularly on what bill we're going to attach it to. When it comes to the legislature, it's a game of politics and making sure that if we do get this across the finish line, the governor will sign it. We need to make sure it is not attached to a bill that the governor's office does not like. It is a balance, but the seed is definitely planted. It has been watered and is growing. It is just identifying if we are going to get tomatoes or cucumbers. He thinks that is the best way of describing it. It is obviously a high priority and definitely going along. As stated, things are moving quickly. They are trying to move things out of the first house, and in his conversations, the respective parties he has talked to have all agreed that we will probably attach the interstate compact when the respected bills get out of their first houses. Then we will attach the amendment language in whatever house the bill that we're looking at goes to.



**Oppenlander** remarked that **Vander Poel** is running one of these interstate compacts through splendidly. She has watched his work there, and seen that he has become very familiar with the process that's happening on these interstate contracts that have been paid for, if you will, by the Department of Defense, so that the council government could put the written word to the paper. While BESW's came about a little last minute for us to run it through this particular session, she sees that you're still trying really hard in observation of the bills that are moving through pretty rapidly and she expects ours would too. What she has watched him and others do is in his roll call on supportive groups that will come in when it's introduced. She mentions this to give the board some comfort that, if this gets introduced when the Board has a new Executive Director and it's running last minute, he has a plan or a process in place to bring the supportive cast of characters forward. She recommends that if this starts to go down that way, anybody that would be called to the table to provide their support, such as **Langston**, would be asked to state that the Board has approved this. She asked **Vander Poel** to talk about the processes he would see. She mentioned that it would be beneficial to recommend that the new Executive Director watch some of these sessions that are on tape right now and see how they walk through these houses.

**Vander Poel** explained what happened with the message board Interstate Compact. The Executive Director, Sandy Anderson, participated in the committee hearing and took the reins of explaining how we got to this point and why it's beneficial for Nevada. Nevada, in that capacity, had a significant role in crafting the interstate compact. She provided a lot of legwork on that front, and it was very beneficial to the chair and committee members. He also included Kelli May Douglas who is the State Policy Liaison from the Department of Defense, who talked about the role of military families in this. Finally, he included the Council of State Governments who walked through the compact line by line of what it does. This provided a broad but direct testimony as to why the bill was necessary. There was some hesitation by one of the committee members, but we have since confirmed that that state senator will support the interstate compact at the end of the day. We foresee much of these interstate compacts (he has not seen anything in the assembly yet), but in the Senate to be voted out basically unanimously. So that's the goal. If we find the bill that we have to attach the language to as an amendment, it definitely would be imperative for the Board to have the Deputy Director present to talk about Nevada's role as it relates to drafting the interstate compact. He mentioned that as he was working on the massage therapy interstate compact, he heard mention more than once in the legislative building, the need for social workers in Nevada. He had a meeting with the state senator who was very hesitant on interstate compacts, and he changed the subject on him and brought up the need for social workers. The senator agreed that there was a dire need for social workers. **Vander Poel's** responded that he has an interstate compact for that. It was very beneficial in the moment. Especially with Utah working on their interstate compact, he addressed the need along the I-80 corridor (West Wendover to Elko) and how that could work having social workers that could come from Salt Lake City into the I-80 corridor in those communities that need social workers. That is what has been recognized by legislators and the executive branch. Going back to the process, he tries to make it as easy as possible. Behind the scenes herding cats is not the easiest, but the goal is to get this across the finish line. He has a lot of people asking him "where are we," and they've been very helpful.

**Lowery** stated that she is going to step into bill tracking. Today, after this meeting she will be looking at **Oppenlander's** list and jumping in on the bill tracking. She mentioned that one of the first things they are going to do with Vicki, is give her a parachute and get her into bill tracking. She asked **Vander Poel** to let her know what he needs she'll be there.

**Oppenlander** brought up a couple of other points. In addition to the Council on State

Governments that could provide testimony and support, Kelli, the State Policy Liaison from the Department of Defense could speak. Cara Sanner from ASWB could speak because she already obtained a letter of support from Stacey Hardy-Chandler, the President, and CEO of ASWB. We have all that going already, so plugging in at the last minute isn't quite as frantic as it seems. We also did have a board motion and approval to move forward with the interstate compact. It would be easy for **Langston** to say that because it's true. The Deputy Director has received the latest clear training module from the Utah head of their mega board, with a presentation about interstate compacts and Utah's positioning, etc. She said she thinks the Board is as prepared as they can be. We're ready to move it through this year, and that would make BESW one of the first seven states in the nation. It would put BESW on the commission and we would have a lot to say in how the commission is structured and informed from the get-go.

**Vander Poel** replied that he just wants to get something to the governor's desk that he'll sign, so he is trying to make this as clean as possible and give **Oppenlander** the best farewell gift he can.

**Langston** moved to **Agenda Item 3L – Executive Director's Report (Informational)**.

**Oppenlander** stated that there is a board meeting scheduled for May and one of the items that is scheduled is the strategic plan approval. That plan went out the day that she negotiated with Vikki. Kelly Marshall sent it to Vikki so that she could read the plan and have plenty of time to absorb it, ask questions behind the scenes and so forth. She may, having been around the Board for so long, be working with Kelly Marshall to perhaps tidy up some phraseology or make some suggestions. Also, as promised she included executive director performance reviews as compiled by other small boards from the administrative collaborative. Those are in the members' packets today. The next Board meeting is scheduled for May 17<sup>th</sup> at 9:00 am. Right now, there are no further board meetings scheduled for the rest of the year. This will be up to the Board and the new Executive Director about how they want to move forward in the future.

**Langston** mentioned that a virtual sendoff for the Executive Director is scheduled for Friday, April 28<sup>th</sup>.

**Lowery** replied that **Oppenlander** is not usually in the office on Fridays and the office is closed on Fridays. **Lowery** suggested Wednesday, April 26<sup>th</sup> at 1:00 pm for the office staff to gather with Board members joining via Zoom call.

**Langston** confirmed that the virtual sendoff to say thank you for job well done to Karen will be Wednesday, April the 26<sup>th</sup> at 1:00 pm.

**Langston** moved to **Agenda Item 4 – Public Comment**.

**Oppenlander** stated that there is no public comment in written form or in email form at this time.

**Langston** moved on to **Agenda Item 5 - Adjournment** at 1:00 pm.

Minutes Respectfully Submitted by Caroline Rhuys.

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