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STATE OF NEVADA
BOARD OF EXAMINERS FOR SOCIAL WORKERS
4600 Kietzke Lane, Suite C121, Reno, Nevada 89502
775-688-2555

MINUTES OF BOARD MEETING
July 18, 2014

The meeting of the Board of Examiners for Social Workers was called to order by Sandy Lowery, Board President at 9:02 a.m. The meeting was held at Mojave Adult, Child and Family Services, 745 W. Moana Lane, Suite 100, in Reno, Nevada. There was a simultaneous videoconference conducted at Mojave Adult, Child and Family Services, 4000 E. Charleston Blvd., Suite B-230, Las Vegas, Nevada. Chairperson Lowery noted that the meeting had been noticed properly and the members present constituted a quorum for the purposes of the Board meeting. Roll call was initiated by President Lowery, with the following individuals present at the following location(s):

Members Present:

C.J. Yao, LCSW, Board Member, Las Vegas
Annie Wilson, LSW, Board Member, Las Vegas
Sandra Lowery, LCSW, Board President, Reno
James Bertone, LCSW, Board Vice President, Reno
Rod Smith, Public Member, Reno

Staff Present

Kim Frakes, LCSW, Executive Director, Reno
Henna Rasul, Senior Deputy Attorney General, Reno

Public Attendees

Mark Disselkoe, MA, LCSW, (Idaho), CASAT
Caleb Cage, Director of Military and Veterans Policy, Office of Governor Sandoval
Laura Hale, Manager, State of Nevada Div. of Public and Behavioral Health
Kathryn Baughman, LCSW, State of Nevada Behavioral Health Workforce Pipeline
J.D. Fripp, Executive Director, National Association of Social Workers, NV Chapter

PUBLIC COMMENT

No one attending as a public attendee offered comment at this time.

AGENDA

A motion was made by Rod Smith and seconded by James Bertone to approve the Agenda as submitted. This motion was carried without objection.

CONSENT AGENDA

A motion was made by James Bertone and seconded by Rod Smith to approve the Consent Agenda as submitted. This motion was carried without objection.

REGULAR AGENDA

DISCIPLINARY MATTERS

(This agenda item was skipped and would be addressed later in the Board meeting in order to aid in the efficacy of the meeting. The Board instead addressed agenda item 6A, 6B and 6C as noted below).

LEGISLATIVE AND REGULATORY ISSUES

Review, Discussion and for Possible Action, Update Regarding Board Executive Director's Testimony Before the Legislative Committee on Health Care, May 7, 2014, Pertaining to the Board's Proposed Revised Regulation Change Contained in LCB File No. R025-14 and any Related Updates Pertaining to LCB File No. R025-14.

Kim Frakes presented this agenda item to the Board. On May 7, 2014, the Board's proposed regulation changes contained in LCB File No. R025-14 was placed on the Legislative Committee on Health Care (Committee) meeting notice and agenda. Ms. Frakes attended this meeting to provide testimony and address any questions or concerns raised by the Committee regarding the Board's proposed regulation changes in LCB File No. R025-14. She indicated that the members from the Committee did not have any questions for her. Ms. Frakes indicated that the LCB File No. R025-14 was filed with the Legislative Counsel Bureau by June 26, 2014 and well before the June 30, 2014 deadline. She stated that it was her understanding that there would be another review by the Committee during a public meeting and if approved, the Board's proposed regulation contained in LCB File No. R025-14 would then be filed with the State's Secretary of State. A copy of the Committee Meeting Notice and Agenda for May 7, 2014 was provided in each Board member's Board meeting packet for their review. Following Ms. Frakes' presentation on this agenda item, the Board did not take any action.

Review, Discussion and for Possible Action, May 2014 Report from the Nevada Department of Health and Human Services, Division of Public and Behavioral Health, Behavioral Health Workforce Pipeline Mapping Project, Including Recommendations for the Board as Noted in the Report.

Kim Frakes and Sandra Lowery presented this agenda item to the Board. Both Ms. Frakes and Lowery have participated in bi-weekly teleconferences pertaining to the Behavioral Health Workforce Pipeline Mapping Project (Pipeline). Laura Hale, Manager of the State's Division of Public and Behavioral Health, was appointed by Governor Sandoval to facilitate meetings among key stakeholders that pertained to the education, practice and licensing of social workers in the State. Upon conclusion of the Pipeline teleconferences, Ms. Hale has compiled her recommendations as submitted to the Governor. The compiled recommendations are contained in the noted report. This agenda item serves as a forum for Ms. Hale to present her findings contained in the *Behavioral Health Workforce Pipeline Mapping Project*, and provides the Board an opportunity to review and discuss these findings and to take any action on the findings. A copy of the *Behavioral Health Workforce Pipeline Mapping Project, Nevada Department of Health and Human Services Division of Public and Behavioral Health, May 2014, (Pipeline Mapping Project)* was contained in each Board member's Board meeting packet for review.

Ms. Hale provided an overview and purpose of the Pipeline meetings. The purpose of these meetings were to address the ongoing shortage in health care providers in Nevada, including behavioral health practitioners and providers. The bi-weekly meetings began in February with the purpose of bringing all stake holders together in order to collectively discuss and make recommendations to stake holders which could aid in the efficacy in attracting qualified practitioners to seek employment in the State. The findings and recommendations were contained in the *Pipeline Mapping Project*. Recommendations for licensing boards, including this Board included:

Strengthen Process

- Establish online FAQ'S on all licensure websites and provide outreach to training programs to educate students about requirements and process;
- Develop transparent process for employers to collaborate on validation of core competencies and clinical expertise, and documentation thereof, to provide support for out-of-state applicants;
- Expand scope of tele-health for both practice and supervision.

Support Workforce Development

- Collect minimum data set (MDS) across all professions; consider cross-board collaborative to support online data collection.

In addressing the Pipeline recommendations, Ms. Frakes acknowledged that having FAQ'S posted on the Board's website may be beneficial and that she would bring recommended FAQ'S to the Board in the a future meeting. In addressing the provision of outreach, Ms. Lowery indicated that Board members have provided outreach to social work students at both State universities (i.e. UNR and UNLV). Over the past few years, however, neither schools of social work have extended an invitation to the Board to conduct presentations. In addressing support for out-of-state applicants, Ms. Frakes and Ms. Lowery indicated the lack of consistency between state social work boards in the area of postgraduate supervision towards clinical social work licensure. Ms. Frakes indicated that in some instances, postgraduate supervision in some states mirrors the level of supervised experience similar to the Board. In some states, it appears that the postgraduate supervised experience is less formalized. In the interest of providing competent clinical social workers, all applicants, including clinical social work applicants from out-of-state must have independent verification of postgraduate supervised experience in the area of psychotherapy, pursuant to NAC 641B.057. Kathryn Baughman indicated that State personnel is working to provide standardizing job descriptions for Clinical Social Work Interns. Ms. Lowery offered to assist Ms. Baughman with the standardization process. Ms. Hale indicated that the State is attempting to seek possible increases in pay and utilizing HRSA funding for student loan reimbursements for clinical social workers. Annie Wilson inquired about why student loan reimbursement was not being sought for licensed social workers (LSW). She noted that LSW'S work in numerous health care settings as medical social workers. Ms. Lowery explained that unfortunately, the federal has yet to recognize LSW'S as being health care practitioners and accordingly, there is not student loan repayment funding. Ms. Hale indicated that the MDS would better assist the State in tracking supply and demand trends in the areas of employment for healthcare practitioners throughout the State. Ms. Frakes indicated that she provides this information timely every other year to the State and that she would be happy to assist with any additional inquiries made of the Board. Following presentation of this agenda item, the Board did not take any action.

Review, Discussion and for Possible Action, May 18, 2014 Memorandum from the Office of the Governor, Veterans Licensure Reciprocity and Data Efforts.

Kim Frakes presented Caleb Cage, Director of Military and Veterans Policy, Office of Governor Sandoval, to the Board. In recent weeks, Mr. Cage had personally reached out to State occupational licensing boards as a follow up to his May 28, 2014 memorandum submitted to all State occupational licensing boards. This agenda item provided Mr. Cage an opportunity to personally review with the Board the objectives of the State's Veterans Licensure Reciprocity and Data efforts as contained in the May 28, 2014 Memorandum. Mr. Cage's presentation afforded the Board an opportunity to review and discuss his presentation as well as an opportunity to take any appropriate actions. In each Board member's Board meeting packet were:

1. Copies of the May 28, 2014 memorandum pertaining to licensure reciprocity and data efforts; and
2. Copies of a blank Board licensee renewal form.

Mr. Cage referred to the May 28, 2014 memorandum, noting that the Governor has declared 2014 the "Year of the Veteran". The goal of the Governor's proclamation were to focus services and service providers in the State to develop and implement best practices to address challenges facing military veterans and their families in order to make the State veteran and military friendly. Green Zone Initiative (GZI) is a Statewide strategic plan which focuses on: Wellness, Education and Employment. In the area of employment, the Governor had signed Executive Order 2012-11, which provided for reciprocity of licensure, as applicable under law, for members of the military and their spouses. In preparing for the upcoming 2015 Legislative session, the Governor anticipates preparing a bill draft which requires State occupational licensing boards to recognize any federal licenses towards licensure reciprocity. In occupational fields which do not have a federal level of licensure, the Governor is requesting State occupational licensing boards to submit proposed language to include in his bill draft which captures the spirit of licensure reciprocity expressed in Executive Order 2012-11. Finally, the Governor will be submitting language in his bill draft requiring State occupational licensing boards to capture and share aggregate veteran data information with the Nevada Department of Veterans Services and the Interagency Council on Veterans Affairs on an annual basis.

Kim Frakes indicated that during the 2013 Legislative session the Board had submitted proposed bill drafts which included recommended language pertaining to licensure via endorsement for active duty military and their spouses. She added that following submitting the proposed bill draft by the required deadline, she was not informed until several months later that the Board's bill had been rejected by the Governor's office. Ms. Frakes added that the rationale provided was that there were "too many bills" submitted during that particular session. Mr. Cage suggested Ms. Frakes contact him following the Board meeting and that he would provide assistance as allowable for her to resubmit the proposed language pertaining to licensure endorsement for military personnel and their spouses. Ms. Frakes inquired about whether Mr. Cage could possibly assist the Board with the additional items that were contained in the previous session bill draft. She explained that it has become increasingly necessary for the Board to seek an increase in funding by raising licensing fees. The Board had recently submitted proposed regulation changes that would afford licensing fee increases as allowable under NRS but that the Board also needs to propose increases in the amount of fees pursuant to NRS. Mr. Cage suggested Ms. Frakes contact him following the Board meeting and that he would review the previously submitted bill draft for the 2013 Legislative session. Following presentation of this agenda item, the Board did not take any further action.

(Following the conclusion of this agenda item, the Board took a 10 minute break. In order to aid the efficacy of the Board meeting, the Board addressed Agenda Item 7A upon resuming the meeting).

Review, Discussion and for Possible Action, Request by CASAT (Center for the Application of Substance Abuse Technologies) to Consider Board Approval of:

- 1. *All "Online-Video" Courses Listed in the CASAT Course Catalogue; and**
- 2. *Possible Approval of Additional Courses Not Already Approved by the Board.**

Kim Frakes presented this agenda item to the Board. CASAT has been a Board approved provider of continuing education courses/programs as defined in NAC 641B.191(2), for several years. The continuing education programs the Board has previously approved for CASAT are the live workshops and the distance learning programs which provide "time-limited" opportunities for participants via Board approved homework assignments (NAC 641B.189). As the Board seeks to expand its acceptance of distance learning programs which may not fit the definition of being limited in time and interactive, the Board may exercise its option to approve additional CASAT continuing education courses/programs, pursuant to NAC 641B.189(1), with the amount of distance learning continuing hours allowable as noted in NAC 641B.189(2). (See below).

Initially, Michelle Berry, Project Manager, with CASAT had agreed to be present to address any questions from the Board pertaining to their continuing education courses and programs. During the meeting, however, Mark

Disselkoen, MA, LCSW (Idaho), CASAT continuing education course reviewer, attended the meeting to address any questions from the Board. A copy of NAC 641B.189, pertaining to the Board's criteria for continuing education programs was included in each Board member's meeting packet. It was noted in this NAC, that the Board has the discretion to approve distance learning programs which are not limited in time or interactive, providing certain criteria were met as established by the Board. Mr. Disselkoen indicated that distance learning courses and program all have pre and posttests for each participant. During discussion, the Board noted the longstanding relationship the Board has had with CASAT as well as the level of excellence and variety of courses offered to participants. It was also noted that CASAT has been consistent in providing excellent affordable courses.

Following review and discussion of this agenda item, a motion was made and seconded by C.J. Yao to approve all courses presented on the CASAT course catalogues. This motion was carried without objection

Review and Discussion, Reappointment of the Board Executive Director to the ASWB Finance Committee for 2014.

Kim Frakes presented this agenda item to the Board. This agenda item serves to notify the Board that she had been reappointed to the ASWB Finance Committee (Committee) for another term, effective February 25, 2014. The Committee usually meets via teleconference approximately two (2) times per year and one (1) face-to-face meeting in April. Ms. Frakes, however, was unable to make the in person meeting scheduled in April 2014, and opted to attend this meeting (which occurred on Saturday, April 26, 2014) via teleconference. A copy of nomination letter sent to Ms. Frakes by the ASWB President, on February 25, 2014. James Bertone indicated his support in Ms. Frakes expanding her participation in the arena of social work licensure to the national level.

Review and Discussion, Pass/Fail Rates for Graduates of Each Social Work Education Program in Nevada for 2013 and Pass Rate Reports for North America in comparison to the State of Nevada for 2013.

Kim Frakes presented this agenda item to the Board. Annually, AWSB provides its member boards the results related to data they have collected pertaining to examination results for graduates from both social work university programs (i.e. UNR and UNLV) in comparison to overall examination scores collected for candidates in North America (the United States, minus California and Canada). As noted on both reports, the State scored well on both examination reports. Each Board member's meeting packet included:

1. Copy of the 2013 pass/fail rates for graduates of each social work education program; and
2. Copy of the 2013 pass/fail report for North America compared to Nevada.

During review of the documentation, it was noted by the Board how well Nevada consistently performs in their examination scores compared to other states and Canadian providences and territories. Ms. Frakes noted that the level of scores for those taking the clinical examination in Nevada appears to support that the higher degree of postgraduate supervision provides highly competent clinical social workers. Following review of this agenda item, the Board did not take any action.

Review, Discussion and for Possible Action, Identification of Delegate and Alternate to Attend the 2014 Annual Meeting of the Delegate Assembly, to be Conducted November 13 through 15, 2014, in Boise, Idaho.

Kim Frakes presented this agenda item to the Board. Annually, AWSB conducts its annual meeting. The purpose of this meeting is to conduct an "Administrator's Forum" of all executive directors of member boards

on Thursday, November 13th, in order to discuss relevant challenges and issues pertaining to licensing boards in the United States and Canada. The remaining days of the annual meeting addresses housekeeping items pertaining to ASWB'S bylaws, nomination of officers, etc. Following review of this agenda item, the Board recommended Kim Frakes to be the Board delegate to attend the ASWB Annual Meeting in Boise, Idaho, with James Bertone to Be the alternate. No action was taken on this agenda item.

Review, Discussion and for Possible Action, Invitation by NASW, NV, to Speak and Interact with Participants and/or Present at the 2014 NASW Nevada Chapter Annual Conference (Annual Conference) on Saturday, September 20, 2014, from 12:30 p.m. until 2:00 p.m., at the Plaza Hotel Casino, in Las Vegas, Nevada and Board Consideration of "1.5" Continuing Education Credit for Participants Attending this Event.

Kim Frakes presented this agenda item and J.D. Fripp, Executive Director, NASW, NV Chapter Executive Director, to the Board. On June 10, 2014, Kim Frakes received an invitation via email from JD Fripp, Executive Director, NASW, NV, requesting Ms. Frakes to present at the NASW, NV Chapter Annual Conference on Saturday, September 20, 2014. During review and discussion pertaining to topics suggested by Mr. Fripp, the Board may take action to: (1) Accept or decline the invitation; (2) Determine the topics to be covered during this 1.5 period; (3) Determine whether a team presentation may be more appropriate; and (4) Appoint Board member(s) to work with Ms. Frakes to develop a presentation for the Annual Conference. Each Board member's packet included:

1. Copy of emailed invitation sent to Kim Frakes; and
2. Annual Conference information as posted on the NASW, NV Chapter website.

Ms. Frakes then turned the presentation over to Mr. Fripp. He provided an overview of what NASW NV Chapter requested from the Board for the continuing education presentation. Mr. Fripp expressed wanting a collaborative piece with agreed upon talking points. It was also his hope that as NASW NV Chapter could eventually fund attendance by a Board member for NASW National Conferences for the purpose of working to address issues facing numerous social work licensing boards on a national level.

Following review and discussion of this agenda item, a motion was made by James Bertone and seconded by C. J. Yao to accept Mr. Fripp's invitation to have a continuing education presentation by the Board during the NASW NV Chapter's upcoming annual conference. Ms. Frakes would be the primary presenter with James Bertone being the alternate. Ms. Frakes would work collaboratively with Annie Wilson, C. J. Yao and J. D. Fripp in creating this presentation. This motion was carried without objection.

DISCIPLINARY MATTERS—CONTINUED

(Agenda Item 5A and 5B)

Review, Discussion and for Possible Action, Dismissal of the Following Disciplinary Cases: G12-12 and G12-17.

Kim Frakes presented a redacted overview of these cases and the rationale to dismiss them. Following this presentation, a motion was made by Annie Wilson and seconded by Rod Smith to dismiss these cases as presented. This motion was carried without objection.

Review and Discussion, Redacted Disciplinary Report.

Kim Frakes presented this agenda item to the Board. She presented a redacted Disciplinary Report to the Board noting that following the dismissal of the two cases, there were now 89 disciplinary cases. A redacted copy of the Disciplinary Report, current as of July 16, 2014, was included in each Board member's meeting packet. The Board indicated their concerns about the number of cases but recognized that Ms. Frakes was making efforts to address this matter. They encouraged her to solicit assistance from other Board members when appropriate. There was not any action taken on this agenda item.

DEPUTY ATTORNEY GENERAL REPORT

Review, Discussion and for Possible Action, Notification via Email About "RDA (Records Disposition Authorization) # 1998110", Which Requires all State Agencies that Grant Licenses, Registrations and Certificates to Provide an "Annual List of its Licensees" to State Archives.

Kim Frakes presented this agenda item to the Board noting that this agenda was an information only item. This served to notify the Board of a requirement brought to the attention of Ms. Frakes via email on or around July 14, 2014, to submit a list of licensees to the Nevada State Archives at the close of each year. Ms. Rasul indicated that the State perceives the list of licensees for each State licensing board as being an item of significance to the State. Accordingly, Ms. Frakes will submit the requested information, normally located on the Board's website, to the Nevada State Archives after the close of each year. No action was taken on this agenda item.

Review and Discussion, Senior Deputy Attorney General Report

This was an informational only agenda item and affords the Senior Deputy Attorney General to offer a general report and for the Board to ask any questions not requiring Board action. Henna Rasul indicated that she did not have anything to add to today's Board meeting. The Board did not have any questions to ask of Ms. Rasul.

PRESIDING OFFICER'S COMMENTS

President Lowery noted that she and Kim Frakes have been busy addressing the Pipeline meetings and that it appears that Board staff have been busy addressing the onslaught of licensing applications, following the recent graduation from various schools of social work. Aside from this, Ms. Lowery noted that she did not have any further comments to add to today's Board meeting.

BOARD OPERATIONS

Review, Discussion and for Possible Action, the approval of minutes for the March 21, 2014 Board meeting.

Kim Frakes presented this agenda item to the Board. A copy of the meeting minutes for the March 21, 2014 Board meeting has been prepared submitted in each Board members' meeting packet. A motion was made by Rod Smith and seconded by James Bertone to approve the March 21, 2014 Board meeting minutes as submitted. This motion was carried without objection.

Review, Discussion and for Possible Action, the Year-to-Date Board cash flow statement covering July 1, 2013 through June 30, 2014, in comparison to the 2013/2014 fiscal budget.

Kim Frakes presented this agenda item to the Board. The 2013/2014 Board fiscal year began on July 1, 2013. This agenda item served to update the Board regarding total revenue, Board costs and expenditures for this fiscal year which ended June 30, 2014. Revenue and expenses at or near 100% are deemed as being on target on this report. Following review and discussion, a motion was made by Rod Smith and seconded by C. J. Yao to approve the Year-to-Date Board cash flow statement covering July 1, 2013 through June 30, 2014, as submitted. This motion was carried without objection.

Review, Discussion and for Possible Action, Proposed 2014/2015 Fiscal Year Budget

Kim Frakes presented this agenda item to the Board. The new Board fiscal year began on July 1, 2014 and will end on June 30, 2015. This agenda item served to address the proposed budget for the fiscal year, including proposed budgets based upon anticipated increase in the Board's revenue contingent upon final approval of increases in fines as contained and adopted in LCB File No. R025-14. A copy of the proposed 2014/2015 budget was included in each Board member's packet for review. Following review and discussion of the proposed budget, a motion was made by Annie Wilson and seconded by Rod Smith to approve the proposed budget as submitted. This motion was carried without objection.

Review, Discussion and for Possible Action, Election of Board Officers, Pursuant to NRS 641B.120

Kim Frakes presented this agenda item to the Board. Pursuant to NRS 641B.120, an election of officers must be held annually. The previous annual election of Board officers was conducted during the August 16, 2013 Board meeting. Presently, two (2) Board members' appointments have expired. They were: Rod Smith, whose appointment expired June 30, 2014 and Annie Wilson, LSW, whose term also expired June 30, 2014. These appointments are still considered active, however, until reappointed or another appointment is made by the Governor. Ms. Frakes indicated that not receiving a reappointment from the Governor's office should not deter an individual from accepting a nomination as a Board officer. Following either reappointments or new appointments from the Governor's office, a new election of Board officers will take place. The nomination of Board officers took place as follows:

Board President

A motion was made by Rod Smith and seconded by C. J. Yao to nominate Sandra Lowery as Board President. Ms. Lowery accepted the nomination. This motion was carried without objection with Ms. Lowery abstaining from voting.

Board Vice President

A motion was made by Rod Smith and seconded by Annie Wilson to nominate James Bertone as Board Vice President. Mr. Bertone accepted the nomination. This motion was carried without objection with Mr. Bertone abstaining from voting.

Board Secretary/Treasurer

A motion was made by C. J. Yao and seconded by James Bertone to nominate Rod Smith as Board Secretary/Treasurer. Mr. Smith accepted the nomination. This motion was carried without objection with Mr. Smith abstaining from voting.

Review, Discussion and For Possible Action, the Addition of "FAQ'S" (Frequently Asked Questions) Under the "Top Links" Section of the Board's Website to Include FAQ'S Pertaining to: General Licensure, Licensure via Endorsement, Internship, Continuing Education, and any Additional Topics Identified by the Board.

Kim Frakes presented this agenda item to the Board. A copy of the "Top Links" section of the Board's website was provided in each Board member's meeting packet. Ms. Frakes was hoping that the Board would review, discuss and take action by approving a list of FAQ topics, recommend additional topics if applicable, and identify Board members to assist Ms. Frakes with this matter. Following review and discussion, the Board tabled this agenda item.

Review, Discussion and for Possible Action, Summary of Board's Licensure Statistics for the 2nd/2014 Quarter, Including Disciplinary Actions and Total Number of Licensees Issued via Endorsement for this Quarter.

Kim Frakes presented this agenda item to the Board. Each quarter, Kim Frakes submits onto the State's Legislative website updated information pertaining to the State's occupational licensing board information. This agenda item served to update the Board regarding the data provided to this site. In addition, the number of licenses issues by the Board via endorsement for the 2nd/2014 quarter have also been included, even though the data pertaining to licensure via endorsement is included on the Legislative website. Ms. Frakes noted that there were "7" endorsed licenses from out-of-state applicants (2 LSW'S and 5 LCSW'S) and that during the 2013/2014 fiscal year, the Board endorsed "48" licenses from out-of-state. The Board indicated that this information was useful and requested Ms. Frakes to continue to bring this information to subsequent Board meetings. No action was taken on this agenda item.

EXECUTIVE DIRECTOR'S REPORT

Kim Frakes presented this agenda item to the Board. She thanked the Board members' attendance at today's meeting. Aside from this, Ms. Frakes indicated that she did not have anything further to add to today's meeting.

PUBLIC COMMENT

(Pursuant to NRS 241.020, the notice of meeting must include: A period devoted to comment by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action may be taken....)

Rod Smith wanted to use the public comment period to express his appreciation of Board staff and hard work. Kim Frakes thanked Mr. Smith for his comment and indicated that she would pass this along to Board staff. Aside from Mr. Smith's comment, there was not anyone from the public who wished to offer comment.

ADJOURNMENT

A motion was made by Rod Smith and seconded by Annie Wilson to adjourn the Board meeting. This motion was carried without objection. This Board meeting was concluded at 11:55 a.m.

Respectfully Submitted,

Kim Frakes
Executive Director