



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

MINUTES OF BOARD MEETING
May 15, 2015

The meeting of the Board of Examiners for Social Workers was called to order by Sandy Lowery, Board President at 9:07 a.m. The meeting was held at Mojave Mental Health: Reno, 745 W. Moana Lane, Suite 100, in Reno, Nevada. There was a simultaneous videoconference conducted at Mojave Adult Clinic, 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:

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

Staff Present

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

Public Attendees

Vanessa Engelbert, Reno

PUBLIC COMMENT

There was no one to offer public comment.

AGENDA

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

A motion was made by James Bertone and seconded by C.J. Yao, to approve the Consent Agenda as submitted. This motion was carried without objection.

REGULAR AGENDA

DISCIPLINARY MATTERS—Tabled

(In order to aid with the efficiency of this meeting, the above Agenda item was tabled in order to move to another agenda item. The Board returned to this agenda item later during the meeting.)

LICENSURE, INTERN AND APPLICATION ISSUES

Review, Discussion and for Possible Action, Licensed Social Worker (LSW) Application for Vanessa Engelbert.

Kim Frakes presented this agenda item to the Board. Pursuant to NRS 641B.260, **Hearing on Application**, (1) *The Board may hold hearings and conduct investigations into any matter related to an application for licensure. The Board may require the presentation of evidence.* (2) *The Board may refuse a license to an applicant if the applicant: (b) Has submitted any false credential to the Board.* The timeline pertaining to Ms. Engelbert's application process is as follows:

1. **11/03/2014** The Board receives Ms. Engelbert's LSW application (Application) for endorsement of her Kansas and Missouri licenses. She was licensed in 2012 and both licenses without disciplinary actions. On the screening question pertaining to prior arrests and convictions, she responded "Yes" and disclosed an arrest in Jan. 2010 for breaking and entering and vandalism. Per Ms. E's account, she acknowledged a problems in her life during this particular period.
2. **02/02/2015** The Board receives Ms. Engelbert's fingerprint results. It appears that there were three (3) additional arrests and charges which Ms. Engelbert did not disclose on her LSW application. I contacted Ms. Engelbert by telephone to discuss the additional findings. Initially, Ms. Engelbert denied the fingerprint results, indicating that this was *not* her, but *someone else*. She appeared upset during the phone call and eventually called after regaining her composure. Ms. Engelbert has cooperated since then and has provided the Board's Executive Director with all necessary information.
3. **03.27.2015** The Board received the information required in the letter to Ms. Engelbert on or around **02/13/2015**.
4. **04/01/2015** The Board's Executive Director reviews Ms. Engelbert's Application with Sandy Lowery and Henna Rasul, in conjunction with the Board's "YES Policy" review process. Portions of the email review are contained below:

Based upon the Yes Policy review process (portions copied below), Ms. E (Engelbert) has had four (4) minor events, one occurring approx. 11 yrs. ago (08/2003) and three (3) occurring approx. 6 yrs. ago (01/2009—12/2009). Given that Ms. E (did not fully disclose, as required) her prior criminal history (to the point of insisting this was not her) and 3 out of 4 offenses in 2009 appeared related to (personal issues she was experiencing at the time), I believe it would be prudent to have Ms. E appear before our Board during our next regularly scheduled meeting. Please let me know if you concur with my recommendation for her to meet with the Board prior to issuance of possible licensure, pursuant to NRS 641B.260, "Hearing on application; refusal to issue license".

- B. If one or more of the following convictions are identified, the application must be taken to the Board for disposition.
 - a. Murder, voluntary manslaughter or mayhem;
 - b. Assault with intent to kill or commit sexual assault or mayhem;
 - c. Sexual assault, statutory sexual seduction, incest, lewdness, indecent exposure or any other sexually related crime;
 - d. Abuse or neglect of a child or contributory delinquency;
 - e. A violation of federal or state law regulating the possession, distribution or use of any controlled substance or any dangerous drug as defined in chapter 454 of NRS, within the past 7 years.
 - f. A violation of any provision of NRS 200.5099 or 200.50955, which outlines abuse, neglect, and exploitation of an older person;
 - g. Any offense involving fraud, theft, embezzlement, burglary, robbery, fraudulent conversion or misappropriation of property, within the immediately preceding 7 years; or
 - h. Any other felony involving the use of a firearm or other deadly weapon, within the immediately preceding 7 years.

B. Board staff after consultation with the designated Board member may have the discretion to clear the following where all legal requirements have been met:

- a. A minor event,¹ minor traffic related matters, minor criminal citations and/or juvenile offenses occurring within the last seven (7) years.
- b. Up to three minor events occurring between seven (7) and ten (10) years prior to the date of application.
- c. Multiple minor events occurring more than ten (10) years prior to the date of application in Nevada.]

(1) "Minor event" is defined as any conviction that is not a felony or one of the convictions listed in III.2.B. (see "B" above)

Documentation and Timeline: *(Attached separately from the Board meeting packet, please find the following):*

1. ATTACHMENT A Initial Application and all related documents (redacted) submitted by Ms. Engelbert or documentation submitted as part of her Application and recent online license search (ASWB.org) conducted by the Board's Executive Director on 05/12/15;
2. ATTACHMENT B 02/13/2015 Board letter notifying Ms. Engelbert about additional undisclosed criminal history and request for additional information from Ms. Engelbert;
3. ATTACHMENT C Items received 03/25/2015 from Ms. Engelbert in response to the Board's 02/13/2015 request for additional documentation in response to the undisclosed criminal history resulting from the FBI background check; and
4. ATTACHMENT D Copy of the Notification and Receipt of Nevada Open Meeting Law Service Requirements.

James Bertone asked Ms. Engelbert why she had neglected to report all of the information on her Application. Ms. Engelbert indicated that she had been informed by the courts that this matter had been expunged. This led her to believe that moving forward, this matter would no longer appear on a criminal background check and accordingly, she would not be required to disclose this information. President Lowery expressed that this is a common misconception and that an expungement does not necessarily guarantee that an arrest would appear on a criminal background check. C.J. Yao reminded Ms. Engelbert that if she adheres to the Twelve Step Program, as she professes, that this program, then she should have been more forthright when Ms. Frakes contacted her regarding the results of her criminal background report. Ms. Engelbert apologized and indicated that when she was contacted by Ms. Frakes, she initially panicked. Ms. Frakes and Annie Wilson inquired into Ms. Engelbert's support system, especially since this State has access to twenty-four hour access to numerous vices. Ms. Engelbert indicated that she plans on maintaining involvement with a Twelve Step Program she has managed to access in the area.

Following review and discussion, a motion was made by C.J. Yao and seconded by James Bertone, to approve Ms. Engelbert's LSW Application as submitted. This motion was carried without objection. Ms. Engelbert asked in any future employers would have access to the information contained in her file. Ms. Frakes indicated that although the public would have access to the minutes of this Board meeting, as it is posted on

the Board's website, the contents of her file is deemed "confidential" within the limitations of the law. Following presentation of this agenda item, Ms. Engelbert left the Board meeting.

DISCIPLINARY MATTERS--CONTINUED

Review, Discussion and for Possible Action, Recommendation to Dismiss: G10-10.

Kim Frakes presented this agenda item to the Board. A redacted overview of this case was presented to the Board along with the rationale and recommendation to dismiss them. Ms. Frakes indicated that this case was also reviewed and discussed with Henna Rasul, who, based upon Ms. Frakes' earlier review with her, was also recommending dismissal of this case. Following review and discussion a motion was made by James Bertone and seconded by Annie Wilson, to accept the recommendations by Ms. Frakes to dismiss case G10-10. This motion was carried without objection.

Review and Discussion, Redacted Disciplinary Report.

Kim Frakes presented this agenda item to the Board. A copy of the redacted Disciplinary Report, current as of May 12, 2015, was included in each Board members' Board meeting packet. Ms. Frakes acknowledged that the number of open cases was daunting and that she has utilized the Board's part-time Legal Secretary to assist with these cases. Ms. Frakes indicated that she would continue to address these cases to the best of her ability.

LEGISLATIVE AND REGULATORY ISSUES

Review, Discussion and for Possible Action, Update by the Board's Executive Director Regarding the 78th/2015 Legislative Session, Including, but not Limited to the Board's Represented Involvement with the Legislature by the Executive Director and Board President, Pertaining to the Following Bills Deemed to be of Possible Interest to Board Operations and Policies:

(The above Agenda Item was tabled in order to assist with the efficiency of the Board meeting and was addressed later during this meeting).

Review, Discussion and for Possible Action, Request by the State of Nevada Office of the Secretary of State (SOS) Regarding the Board's Participation in:

- 1. The SilverFlume, Nevada's Business Portal to Enter the North American Industry Code System (NAICS); and**
- 2. Update on Senate Bill 59 (SB59) and Possible Applicability to the Board in Anticipation of SB59's Passage Following the 78th/2015 Legislative Session.**

Kim Frakes presented this agenda item to the Board. On March 27, 2015, Karen Michael, Business Portal Administrator, State of Nevada Office of the Secretary of State, submitted a written request to present during our next regularly scheduled Board meeting regarding the "SilverFlume Nevada Business Portal (Business Portal)", and the Board's consideration to participate in the Business Portal. Ms. Michael agreed to be reached via telephone during the presentation of this agenda item.

In each Board members' Board meeting packet, a copy of SB59 was provided so that the relevance of SB59 and the Business Portal may be reviewed by the Board during its review and discussion of this agenda item. Ms. Frakes contacted Ms. Michael by telephone and her call was placed on speaker during her presentation of the agenda item. Ms. Michael indicated that a licensing board's participation in the SilverFlume, for now, was voluntary. Following Ms. Michael's presentation, the Board indicated that less than 1% of the LCSW'S are in a

private practice. Ms. Frakes reminded Ms. Michael that she had previously discussed with her that although certain licensing boards, such as the State Psychology Board, regulates both licensees and licenses psychologist's private practice, this Board does not do so. President Lowery, however, thanked Ms. Michael for her presentation and indicated the Board would keep the SilverFlume Business Portal in mind should a future opportunity arise supporting the Board's participation with this process. This matter was considered resolved by the Board and no further action was taken.

Review, Discussion and for Possible Action, Update by the Board's Executive Director Regarding the 78th/2015 Legislative Session, Including, but not Limited to the Board's Represented Involvement with the Legislature by the Executive Director and Board President, Pertaining to the Following Bills Deemed to be of Possible Interest to Board Operations and Policies:
(Continued)

- 1. Testimony Before and Letters Written to Assigned Bill Committees;**
- 2. Response Addressing Licensee's and Public Concerns Pertaining to AB 89 as Posted on the Board's Website; and**
- 3. Postings Under "What's New" on the Board's Website as it Pertains to the Following Items and Bills:**
 - i. ***AB89 AN ACT relating to professions; ...authorizing certain qualified professionals to apply for a license by endorsement...requiring a regulatory body to develop opportunities for reciprocity of licensure for certain qualified professionals; requiring a regulatory body in certain circumstances to prepare and submit to the Intragency Council on Veterans Affairs an annual report relating to veterans...***
<https://www.leg.state.nv.us/App/NELIS/REL/78th2015/Bill/1319/Overview>
 - ii. ***AB91 AN ACT relating to mental health; expanding the list of persons authorized to file an application for the emergency admission of a person alleged...with mental illness and...expanding the list of persons authorized to complete a certificate stating that certain persons admitted to certain mental health facilities...are not persons with mental illness...*** <https://www.leg.state.nv.us/App/NELIS/REL/78th2015/Bill/1324/Overview>
 - iii. ***AB93 AN ACT relating to public health; requiring certain licensed professionals to receive suicide prevention and awareness training in order to renew a license...***
<https://www.leg.state.nv.us/App/NELIS/REL/78th2015/Bill/1326/Overview>
 - iv. ***AB294 AN ACT relating to public health; requiring the Department of Health and Human Services to report information concerning the suicide mortality rate of veterans ...requiring certain providers of health care to receive training relating to suicide...***
<https://www.leg.state.nv.us/App/NELIS/REL/78th2015/Bill/1787/Overview>
 - v. ***AB364 AN ACT relating to business; declaring certain records to be confidential...(See SB59)***
<https://www.leg.state.nv.us/App/NELIS/REL/78th2015/Bill/1962/Overview>
 - vi. ***SB7 AN ACT relating to mental health; (See AB91)***
<https://www.leg.state.nv.us/App/NELIS/REL/78th2015/Bill/1144/Overview>
 - vii. ***SB15 AN ACT relating to health care professionals; requiring a mental health professional to notify certain persons when his or her patient make explicit threats or imminent serious physical harm or death in certain circumstances...***
<https://www.leg.state.nv.us/App/NELIS/REL/78th2015/Bill/1161/Overview>
 - viii. ***SB59 AN ACT relating to business; declaring certain records to be confidential; revising provisions governing the state business Portal; revising provisions governing applications for certain authorizations to conduct a business in this State issued by state and local agencies and health districts...***
<https://www.leg.state.nv.us/App/NELIS/REL/78th2015/Bill/1233/Overview>

ix. SB68 AN ACT relating to professions; authorizing certain qualified professionals who hold a license in the District of Columbia or another state or territory of the United States to apply for the issuance of an expedited license by endorsement to practice in this State...

<https://www.leg.state.nv.us/App/NELIS/REL/78th2015/Bill/1248/Overview>

x. SB70 AN ACT relating to public bodies; making various changes relating to meetings of public bodies... <https://www.leg.state.nv.us/App/NELIS/REL/78th2015/Bill/1250/Overview>

xi. SB84 AN ACT relating to health care providers; including certain alcohol and drug abuse counselors and problem gambling counselors in the definition of "provider of health care" for purposes of various provisions relating to healing arts...

<https://www.leg.state.nv.us/App/NELIS/REL/78th2015/Bill/1286/Overview>

xii. SB353 AN ACT relating to mental health professionals; prohibiting certain practitioners from providing sexual orientation conversion therapy to a minor...

<https://www.leg.state.nv.us/App/NELIS/REL/78th2015/Bill/1937/Overview>

xiii. Any additional pre-filed bills brought to the Board's Executive Director's Attention Following the Completion of this Board Meeting's Agenda.

Kim Frakes presented this agenda item to the Board. As of the week of May 11, 2015, the 78th/2015 Legislative session is in the 99th day of the session with the next deadline occurring on 05/15/2015. By the end of May 15th, all of the bills must be passed by the committee's second house, otherwise (unless exempted) the bill will be considered to have "died in committee". Ms. Frakes stated that this agenda item served to update the Board regarding the status of bills she had been tracking during the Legislative session. The bills which are "**bolded**" are the bills which either Ms. Frakes or President Lowery provided testimony to the assigned Legislative committee.

A digest of each bill was enclosed in each Board members' Board meeting packet. Full copies of all of the above bills were at each Board meeting location (i.e. in Reno and in Las Vegas). Following review of the submitted bills and verbal discussion regarding Ms. Frakes' ongoing efforts to monitor these bills during the Legislative session, as well as testimony being provided by both Ms. Frakes and President Lowery, a motion was made by Annie Wilson and seconded by James Bertone for Ms. Frakes to continue with her efforts to monitor these bills and to provide testimony as needed. This motion was carried without objection.

(The Board took a break from 10:55 a.m. until 11:00 a.m.)

ASSOCIATION OF SOCIAL WORK BOARDS (ASWB)

Review and Discussion, the Executive Director's Attendance (April 30 and May 1, 2015) at the ASWB 2015 Spring Education Meeting, Conducted April 30 through May 2, 2015, in Seattle, Washington.

Kim Frakes presented this agenda item to the Board. As always, the ASWB Spring Education Meeting was highly informative. Issues which challenge the Board also appear to challenge other boards throughout the U.S. and Canada. This holds especially true in licensure mobility, which was the theme of the Spring Education Meeting. Ms. Frakes thanked the Board for granting her the time off to attend this worthwhile meeting.

DEPUTY ATTORNEY GENERAL REPORT

Review and Discussion, Senior Deputy Attorney General Report.

Henna Rasul indicated that she did not have anything to add to today's Board meeting.

PRESIDING OFFICER'S COMMENTS

Review and Discussion, Presiding Officer's Comments.

Sandy Lowery updated the Board regarding her recent presentation on behalf of the Board during this Legislative session. She admitted that the process can be somewhat stressful but added that most of the Legislators were accommodating once they realized that she was covering for Ms. Frakes who was attending the ASWB Spring Education Meeting. Aside from this, President Lowery did not have anything further to add to the meeting.

BOARD OPERATIONS

Review, Discussion and for Possible Action, Approval of Minutes for the March 20, 2015 Board Meeting.

Kim Frakes presented this agenda item to the Board. She noted that the drafted minutes were for the March 20, 2015 Board were in each Board members' Board meeting packet. Following review of the enclosed minutes, a motion was made by C.J. Yao and seconded by James Bertone, to approve the minutes from the January 16, 2015 Board meeting as submitted. This motion was carried without objection.

Review, Discussion and for Possible Action, Update on Board Office Expansion as it Applies to:

1. ***Ongoing Efforts Between the Board, the Current Leasing Entity and the State Administration, Buildings and Grounds Section (State Buildings and Grounds) in Finalizing an Updated Lease;**
2. ***NRS (Nevada Revised Statute) 331, State Public Works Division of Department of Administration; Buildings and Grounds Section, "Definitions", as contained in NRS 331.010 and "Jurisdiction of Administrator..." as contained in NRS 331.070;**
3. ***Exemptions referenced in NRS 331.070 and Application to the Board as Contained in NRS 353.005; and**
4. ***Possible Action to Continue Efforts to Finalize the Lease through State Buildings and Grounds; OR**
5. ***Approve the Finalized New Lease Agreement Negotiated Directly Between the Board Executive Director and the Current Leasing Entity, Pursuant to Exemptions Contained in NRS 331.070 and NRS 353.005.**

Kim Frakes presented this agenda item to the Board. During the January 17, 2014 Board meeting, the Board approved Ms. Frakes to pursue acquiring the additional office space next door. Since then, she was informed during a State Contractor's Training that all State agencies, including all Boards and Commissions were required to negotiate leases through the State Buildings and Grounds (B and G), Ms. Frakes contacted B and G on or around February 26, 2014. Since this date, communications from B and G have spotty and erratic. This has resulted in the Board's documentation which was submitted in October 2014 being misplaced by B and G and rediscovered by them several months later. Ms. Frakes was then informed by B and G that the documentation would be submitted by April 7, 2015 in order to make the May 12, 2015 State Department of Administration Board of Examiners (BOE) meeting and that the Board should go ahead with the expansion. When Ms. Frakes later discovered that the lease was not on the BOE May 12, 2015 board meeting, she also discovered that the Board may be exempted from utilizing B and G to negotiate our lease. This appears to be evident, pursuant to the above referenced NRS. Should the Board take action for Ms. Frakes to finalize the

new lease agreement on her own, in lieu of B and G, the Board may consider taking action accordingly as suggested below:

- a) Ms. Frakes and the representative of the Kietzke Office Complex, LLC, (Landlord) will sign the "Agreement for Mutual Rescission of Lease" for the previous lease agreement covering the period of: September 1, 2010 through August 31, 2015;
- b) Ms. Frakes and the Landlord will enter into a new lease agreement which will include the expanded office space for the period covering: June 1, 2015 through August 31, 2020;
- c) Ms. Frakes will notify the State's B and G in a manner as determined by the Board, of the Board's decision to negotiate the new lease without the assistance of B and G pursuant to the above referenced NRS.

Each Board members' Board meeting packet included:

- 10/27/2014 Intent to Lease from Landlord to B and G;
- Agreement for mutual recession of lease;
- Proposed new lease between Landlord and the Board, effective 06/01/15;
- Copies of the above cited NRS; and
- Loose copies of the State of Nevada, Department of Administration, Board of Examiners 05/12/15 Meeting Agenda (which does not include the Board's lease as Ms. Frakes had been informed).

Following review and discussion of this agenda item, a motion was made by James Bertone, and seconded by Annie Wilson, for Ms. Frakes to proceed in negotiating the lease, on behalf of the Board, between the Kietzke Office Complex, LLC and the Board. This motion was carried without objection.

Review, Discussion and for Possible Action, the Board's Year-to-Date, 2014-2015 Fiscal Year Budget Summary for July 1, 2014 through March 31, 2015, in Comparison to the Board Approved 2014/2015 Fiscal Year Budget.

Kim Frakes presented this agenda item to the Board. The Year-to-Date, 2014-2015 Fiscal Year will conclude June 30, 2015. The current Year-to-Date budget information will cover $\frac{3}{4}$ of the fiscal year. Items at or near 75% will accordingly be considered as being on target. Following review and discussion on the presented year-to-date budget, the Board may take action on approving the year-to-date budget as submitted and also propose recommendations pertaining to the present fiscal budget or in the upcoming 2015/2016 budget. Ms. Frakes noted that the Board appeared to be in good shape fiscally. A copy of the 2014-2015 Year-to-Date budget in comparison to the Board approved 2014-2015 Fiscal Year budget was included in each Board members' Board meeting packet. Following review and discussion of this agenda item, a motion was made by C. J. Yao and seconded by James Bertone to approve the 2014-2015 Fiscal Year Budget Summary for July 1, 2014 through March 31, 2015. This motion was carried without objection.

Review, Discussion and for Possible Action, the Board's First (1st) Quarter (January, February and March) Licensure Report (Report), with Portions of Information from the Report Reflected in the Nevada Legislative, Reports of Occupational Licensing Boards, located on the Legislative Website, <http://leg.state.nv.us/App/OL/A/> and any Recommendation from the Board Following Review and Discussion of the Report.

Kim Frakes presented this agenda item to the Board. This agenda item serves to update the Board regarding the number of licenses which are issued by the Board each quarter. A copy of the Board Licensure Statistics, with portions of the information submitted to the State Legislative Website as noted above was contained in each Board members' Board meeting packet for review. It was noted that during the 1st/2015 quarter, the Board had licensed a total of "57" licensees, including "10" licensees via endorsement as follows: 4 LSW'S and 6 LCSW's. Following presentation of this agenda item, the Board did not take any action.

Review and Discussion, Update Regarding the Board Officer Term Expirations and Status of Board Office Reappointment by the Governor.

Kim Frakes presented this agenda item to the Board. For certain Board Officers, their terms will expire on 06/30/2015. This agenda items served to notify the Board of Officer terms which will expire soon, (06/30/2015) as well as update each Board member regarding the number of terms they have participated on the Board as well as when the expiration dates of their terms. Officers whose terms will expire by 06/30/2015, and who are interested in being reappointed, should submit their reappointment applications to the Governor’s Office by 05/29/2015. A list of Board Members, number of terms serves and date of Board appointment expiration was included in each Board members’ Board meeting packet and as noted below. President Lowery indicated that she had already submitted her application in hopes of being reappointed by the Governor. James Bertone announced that he would not be seeking possible reappointment to the Board. He indicated that it was his pleasure to serve but that he would be focusing his attention in the future on his family. The Board members and Ms. Frakes indicated that they had enjoyed having Mr. Bertone on the Board and thanked him for his time and service.

BOARD MEMBER OFFICE APPOINTMENT INFORMATION

BOARD MEMBER	DATE(S) OF APPOINTMENT	DATE OF APPOINTMENT EXPIRATION
James Bertone, LCSW	07/01/2009 to 06/30/2012 02/04/2013 to 06/30/2015	06/30/2015
Sandra Lowery, LCSW	07/01/2006 to 06/30/2009 07/01/2009 to 06/30/2012 05/02/2013 to 06/30/2015	06/30/2015
Roderick Smith, Public Member	12/05/2011 to 06/30/2014 09/04/2014 to 06/30/2017	06/30/2017
Connie (C.J.) Yao, LCSW	07/01/2013 to 06/30/2016	06/30/2016
Annie Wilson, LSW	05/02/2013 to 06/30/2014 09/04/2014 to 06/30/2017	06/30/2017

Ms. Frakes reminded both President Lowery and Mr. Bertone, that even if a terms expires without reaffirmation of an appointment by the Office of the Governor, the expired Board member may remain serving as a Board Officer until such time as to whether the appointment is or is not confirmed. Ms. Frakes asked both President Lowery and Mr. Bertone to remain serving on the Board until such time that the Governor either reappoints Ms. Lowery and/or reappoints new Board members. Both agreed to do so.

Review and Discussion, Executive Director’s Report.

Kim Frakes presented this agenda item to the Board. She thanked everyone for their attendance during this Board meeting and for the Board members to confirm their ability either personally after the meeting or via email, their ability to attend the Board retreat, tentatively scheduled on October 16, 2015. Aside from this, Ms. Frakes indicated that she did not have anything further to add.

PUBLIC COMMENT

There was no one to offer public comment.

ADJOURNMENT

A motion was made by C.J. Yao and seconded by Annie Wilson to adjourn the meeting. This motion was carried without objection. The meeting was concluded at 11:27 a.m.

Respectfully Submitted,

Kim Frakes
Executive Director