

North Los Angeles County Regional Center
Community Relations Committee Meeting Minutes

August 20, 2025

Present: Cathy Blin, Nicholas Abrahms, Jennifer Koster, Laura Monge, Lety Garcia, Jennifer Koster, Jacquie Colton, Jeremy Sunderland, Jason Taketa, George Alvarado, Curtis Wang, Sharon Weinberg, Juan Hernandez– **Committee Members**

Evelyn McOmie, Silvia Renteria-Haro, Angela Pao-Johnson, Lindsay Granger, – **Staff Members**

Absent:

I. Call to Order & Introductions

Cathy Blin called the meeting to order at 5:21 p.m.

II. Agenda – Review and Approval

M/S/C (Curtis Wang/Lety Garcia) To approve the agenda as presented. Motion carried.

III. Public Input

There was no public input.

IV. Consent Items

- A. Approval of Minutes from the Consumer Services Committee May 21, 2025 Meeting
- B. Approval of Minutes from the Government & Community Relations Committee May 21, 2025 Meeting

M/S/C (Curtis Wang/Lety Garcia) To approve the minutes as presented. Motion carried.

V. Committee Business - Evelyn McOmie

A. Orientation

- a. Bylaws Adopted on June 11, 2025
- b. Discuss Committee Priorities

Evelyn McOmie presented the committee bylaws. The Community Relations Committee (CRC) now serves as the merged body. The committee has 13 members, with a quorum of seven. Members serve one-year terms. The duties of the CRC include reviewing pending legislation affecting individuals with developmental disabilities, coordinating contact with legislators representing the service area, and informing and engaging the community about the purpose, policies, and operations of the Regional Center. The committee also reviews and recommends standards and policies related to consumer rights, case management, intake and assessment, and community development. The CRC does not discuss individual consumers, vendors, or confidential

matters such as special incident investigations. Evelyn McOmie presented this overview.

Evelyn McOmie reviewed the prior-year priorities, which included five Consumer Services priorities and eight Legislative priorities. Topics included increasing access to services, addressing purchase of service (POS) disparities, reducing caseload ratios, monitoring self-determination implementation, advocacy training, legislative events, community engagement, and developing relationships with elected officials.

Cathy Blin noted that the Consumer Services priorities appeared clear and distinct, while the legislative list was lengthy and contained potential overlap. Jeremy Sunderland suggested combining Legislative Priority #3, which called for holding an annual legislative event, with #5, which focused on developing relationships with elected officials and candidates, as these efforts are closely connected.

Sharmila Brunjes recommended using outcome-based language to avoid managerial direction and to align with the Special Contract goals, such as measurable community engagement targets. Lety Garcia emphasized that developing strategies is part of the board's collaborative role with staff and that strategy creation falls within the scope of board responsibilities. Sharon Weinberg proposed making priorities measurable to help assess progress and clarified her understanding that the committee develops recommendations for the full Board of Trustees.

Blanca Chavez recommended adding a mechanism to incorporate consumer, family, and community feedback into committee priorities. Evelyn McOmie noted that NLACRC already collects family input through an online survey and additional National Core Indicator (NCI) and IFSP/IPP surveys. Sharon Weinberg suggested ensuring that the surveys also reflect input from individuals in residential settings. Evelyn McOmie confirmed that additional survey efforts were in progress, including on-site data collection at community events such as the Empower Expo. Lety Garcia requested that data from these surveys be shared with the committee to better inform decision-making.

Sharmila Brunjes referenced the board's Special Contract goals and suggested that the CRC could help monitor measurable outcomes such as a 15% response rate for the IPP/PCP survey. Cathy Blin and other members agreed this could align well with the committee's focus on community engagement.

Juan Hernandez inquired about existing satisfaction surveys conducted by the State Council on Developmental Disabilities. Evelyn McOmie confirmed that NLACRC participates in the National Core Indicator survey each year and that results are reported publicly once available.

Evelyn McOmie and Lindsay Granger will consolidate Legislative Priorities #3 and #5 and return with a revised list of seven legislative priorities. The Consumer Services priorities will be updated to include "create outcomes-based strategies" in place of

“propose or develop strategies.” The committee also requested inclusion of language that explicitly seeks and incorporates feedback from consumers, families, and community members when addressing disparities and access to services.

ACTION: Board Support will share relevant portions of the Special Contract Language (SCL) related to community relationships and measurable goals at the next meeting to assist the committee in aligning its work. Evelyn McOmie will also propose language to include a formal community feedback mechanism and explore options for regular reporting of survey data to the committee.

ACTION: Evelyn McOmie and Lindsay Granger will prepare **Draft 1** of the merged Community Relations Committee priorities, reflecting the discussed revisions and additions, and present it at the next meeting for review and refinement before submission to the Board of Trustees.

B. Discuss Legislative Townhall in Fall

Chris Whitlock provided an update on upcoming legislative and community engagement activities. He shared that the Public Information Team is planning another virtual town hall for the fall, tentatively in October or November, following the success of the February event. Belinda Abatesi, the legislative specialist, has been coordinating with legislative offices to secure a date that allows for greater participation from legislators.

The goal of the town hall will be to continue dialogue with legislators and address issues relevant to the Community Relations Committee. Chris Whitlock also noted that ARCA delegation activities and the legislative podcast series have been progressing well, with ongoing efforts to maintain open communication and advocacy.

C. Discuss Roles and Responsibilities of Committee Chair

Cathy Blin reviewed the responsibilities of the committee chair, which include leading meetings, ensuring discussions run smoothly and clearly, and collaborating with the Executive Committee and staff to prepare agendas. Cathy Blin noted that the Community Relations Committee offers broad exposure across legislative, community outreach, and client services areas. Meetings are held every other month, typically from 5:00 to 6:30 p.m. Lindsay Granger and staff will provide logistical and administrative support to the committee leadership.

George Alvarado and Jeremy Sunderland expressed interest in serving as Committee Chair. Cathy Blin volunteered to serve as Co-Chair. Sharmila Brunjes clarified that, according to the bylaws, a board member may only chair one committee. Based on that clarification, Curtis Wang withdrew his name since he currently serves as Chair of the Nominating Committee.

The committee agreed to conduct a private ballot vote administered by Lindsay Granger through an online poll. It was clarified that if both the Chair and Co-Chair are unavailable for a meeting, the committee members present may designate another

member to preside for that session.

Jeremy Sunderland was elected as Chair of the Community Relations Committee by majority vote. Cathy Blin was elected as Co-Chair by majority vote.

ACTION: Lindsay Granger will update the committee roster and public listings to reflect the new Chair and Co-Chair. Jeremy Sunderland, Cathy Blin, and Lindsay Granger will coordinate on upcoming agendas and transition planning. Lindsay Granger will confirm the next meeting date and time, scheduled every other month from 5:00 to 6:30 p.m.

D. Discuss Draft Critical Calendar for FY 2025-2026

Jeremy Sunderland, newly elected Committee Chair, led the review of the annual Committee Calendar, previously referred to as the “Critical Calendar,” which will now be titled “Committee Deadlines.” Jeremy Sunderland outlined the committee’s schedule of reports, reviews, and key activities for the year.

Jeremy Sunderland noted that the committee did not meet in July and confirmed that orientation for committee members had been completed. He reviewed the recurring semiannual and quarterly reports the committee will review, including the Consumer Competitive Employment Report, Consumer Diagnostic Report, Notices of Action (NOAs) by Ethnicity, Location, Services, and Age Range, 4731 Report, Social Recreation, Camp, and Non-Medical Therapy Services Report, Intake Data by Location, Disparity Committee Report, and the Purchase of Service Expenditure Data Report.

Jeremy Sunderland also reviewed upcoming committee activities and events, including planning a Candidates Forum to be held in the fall, supporting the Annual Board and Vendor Advisory Committee (VAC) Legislative Training in October (noting that October is a dark month for the committee), sending out Jenny Ratzinger Award nomination forms in November and selecting the recipient in March, creating a workgroup for the Legislative Breakfast in January, beginning preparations for ARCA Grassroots Day and North LA Grassroots Week, and hosting the Legislative Breakfast in June followed by a dark month in July.

M/S/C (Cathy Blin/Sharon Weinberg) to approve the draft Committee Deadlines formerly the critical calendar for fiscal year 2025-26 as presented. Motion carried.

VII. Action Items

A. Presentation and Approval of New Proposed Disparity Report

Jeremy Sunderland introduced the next agenda item regarding the presentation and proposed approval of a new format for the Disparity Report. Evelyn McOmie presented the redesigned report, explaining that the updated format replaces lengthy numerical tables with a more user-friendly layout featuring visual graphs for easier analysis. The new format compares data from Fiscal Years 2023–2024 and 2024–2025, displaying total and per capita expenditures by ethnicity, residential type, and diagnosis.

Evelyn McOmie explained that the new report will be presented biannually and includes comparisons by residential type (home, Community Care Facilities, Independent Living,

Intermediate Care Facilities, and medical settings such as psychiatric hospitals and skilled nursing facilities). The report also includes expenditures by diagnosis and identifies the top five expenditure categories—personal assistance, in-home respite, community integration, residential facilities, and supportive living—both in total and per capita amounts.

Committee members, including Sharon Weinberg and Lety Garcia, expressed appreciation for the clearer, visual presentation. Sharon Weinberg asked about the absence of data for FFAs and FHAs, and Evelyn McOmie explained that those categories represent a smaller portion of expenditures. Lety Garcia requested that future reports include additional ethnicity breakdowns under residence type and the top five expenditure categories. Sharmila Brunjes asked for clarification about how that data would be represented and suggested the possible use of pie charts for visual clarity.

Evelyn McOmie agreed to incorporate these suggestions and will explore formatting options to include ethnicity data without adding unnecessary slides. The committee supported the conceptual changes and requested that an updated version be presented at the next meeting for review.

No vote was taken on this item.

ACTION: Evelyn McOmie will present the updated disparity report format at the next meeting after revisions are made to include ethnicity data by residential type and top five expenditure categories.

VIII. Committee Report Updates

A. Legislative Update

Belinda Abatesi presented state and federal updates. At the state level, the July budget allocates approximately \$19 billion to the Department of Developmental Services. Legislators rejected proposals to reduce caregiver training and limit IHSS. New investments include the Life Outcomes Improvement System (LOIS) to streamline how individuals and families access regional center services. At the federal level, the One Big Beautiful Bill Act proposes significant cuts to Medicaid, Medicare, and food assistance, adds strict work requirements, limits retroactive Medicaid coverage, and restricts provider taxes used to fund disability services. The Act also creates a new home- and community-based services waiver with minimal impact (about 27 individuals per state). Belinda Abatesi highlighted California Department of Social Services resources for communities impacted by federal immigration raids, including Know Your Rights materials, free legal services, mental health supports, and education resources.

Belinda Abatesi noted that ARCA's standardized respite tool was open for public feedback until August 28. Belinda Abatesi described the new Authorized Representative Program providing free advocacy while preserving individual decision-making. Belinda Abatesi encouraged interest in the City of Los Angeles Commission on Disability. Belinda Abatesi reviewed legislative calendar dates, including August 29 as the last day for fiscal committees to report bills to the floor, and shared community events (e.g., VICA events on August 28, SCDD training on September 4, Advocacy in Action training series in Spanish with English interpretation, and the San Fernando Valley Chamber of Commerce State of the Valley on September 6).

Lety Garcia asked whether unused tickets from organizational memberships (e.g., VICA, SCDD, Chamber) could be offered to board members. Evelyn McOmie agreed to check and follow up. Jeremy Sunderland supported involving board members to attend and report back to the committee. Sharon Weinberg asked how proposed Medicaid work requirements for adults might affect individuals served; Belinda Abatesi stated implementation details are pending and committed to provide updates as guidance is released.

Members were encouraged to share CDSS immigration-raid resources with families and community partners.

ACTION: Evelyn McOmie will confirm whether extra tickets are available for upcoming partner events and coordinate communication to board members.

ACTION: Belinda Abatesi will monitor federal work-requirement guidance and return with updates.

B. Social Media Update

John Van De Riet reported growth across all channels. A Meta technical issue caused an apparent spike from April to May on Facebook; the July follower count of 7,871 is accurate. Instagram increased by approximately 150 followers, and Twitter/X gained 11 followers. John Van De Riet also provided a podcast update: five episodes are posted, with the Senator Menjivar episode leading at 134 views. Upcoming, in-progress episodes include an emergency preparedness feature with the internal team, conversations with additional assembly members, and a tentative interview with the State Council's Executive Director.

C. Semi-annual Purchase of Service (POS) Expenditure Data Report

Evelyn McOmie noted that the Semiannual Purchase of Service Expenditure Report was listed for presentation and approval in error. The item will be **deferred to a future meeting** for proper review and discussion.

D. Self-Determination Program Report and

E. SDLVAC Board Liaison Report – Silvia Renteria-Haro

Evelyn McOmie presented the Self-Determination Program report on behalf of Sylvia Rinter-Yaharu. As of August 1, 2025, there were 673 certified budgets (an increase of 14 from July) and 593 approved spending plans (an increase of 57). A total of 577 person-centered plans were completed (up by 15). Three participants discontinued after receiving budgets, and 13 participants opted out of the program (an increase of one). Seven participants transferred to other regional centers due to changes in catchment areas.

Evelyn McOmie reported that 593 individuals are currently active in the program, an increase of 13, noting that North Los Angeles County Regional Center ranks among the top four regional centers statewide, despite not having participated in the pilot program.

The report also included an overview of participants by FMS model: 138 sole employers, 55 fiscal

agents, and 400 co-employers. Upcoming events include a virtual SDP orientation on September 8 at 9:00 a.m. and the Self-Determination Support Group meeting on September 3.

There was no LVAC report for this meeting. Juan Hernandez will attend the LVAC meeting at the end of the month and provide an update at the next committee meeting.

F. Disparity Committee Report Out

Sarah Yap, Consumer Services Director overseeing the School Age Enhanced Service Coordination and DEIB departments, provided the Disparity Committee report on behalf of Santos Rodriguez. Sarah Yap shared that the meeting packet included reports for the second, third, and fourth quarters through June 2025 and highlighted key activities from the fourth quarter. The Disparity Committee hosted presentations from organizations including Strength United, CHIRLA (Coalition for Humane Immigrant Rights), the Braille Institute, the Department of Mental Health, Mental Health Promoters, and Neighborhood Legal Services of Los Angeles.

At the committee's recommendation, Executive Director Angela Pao-Johnson attended multiple cultural support groups—including AV Spanish, Armenian, Filipino, Farsi, and Black/African American—to engage directly with families and gather feedback. The committee continues to focus on increasing awareness about developmental disabilities and advocating for underserved communities. Meetings are held monthly on the second Thursday from 9:00 to 11:00 a.m. via Zoom, with the next scheduled for September 11.

Blanca Chavez, new to the committee, asked about the purpose of the Disparity Committee. Sarah Yap explained that the committee collaborates with the DEIB unit and community-based organizations to strengthen outreach and partnerships that serve diverse communities across NLACRC's catchment areas. Each fiscal year, the committee identifies specific focus topics and establishes subcommittees to address them.

Evelyn McOmie added that the Disparity Committee was established following recommendations from this committee about two years ago. Each year, members vote on focus areas; last year's priorities were mental health, employment, and emergency preparedness. Evelyn McOmie noted that the committee has partnered with more than a dozen community organizations and facilitated 264 outreach events across all three office regions during the year.

Lety Garcia asked how the committee measures success and whether outreach efforts have translated into progress in reducing disparities. Evelyn McOmie responded that while specific quantitative benchmarks have not yet been set, the data shows upward trends in Purchase of Service (POS) expenditures and participation among communities of color. Lety Garcia emphasized the importance of aligning committee goals and metrics to assess progress in closing service gaps. Jeremy Sunderland agreed, reiterating the importance of continually examining the committee's purpose and goals in addressing disparities.

G. Semi-annual Consumer Competitive Employment Report (Jan. 2025-Jun. 2025)

Evelyn McOmie presented the June 2025 Semiannual Consumer Competitive Employment Report on behalf of staff. The report covered data from January through June 2025, showing the total number of individuals competitively employed, organized by residential type—including family home, independent living, out-of-home, and intermediate care facilities (ICF).

Evelyn McOmie noted that the data reflected both monthly (May–June) and six-month comparisons, illustrating slight but nominal fluctuations in employment figures. The changes may be attributed to various factors, but overall trends remained stable.

Lety Garcia asked whether North LA continues to rank highly statewide for competitive employment funding, referencing a previous report that highlighted over \$1 million in related grants. Evelyn McOmie clarified that updated statewide rankings will be available after the Department of Developmental Services (DDS) releases new data following NLACRC's October report submission. Evelyn McOmie noted that Lety Garcia's reference pertained to the Paid Internship Program (PIP) and Competitive Integrated Employment (CIE) report, which tracks paid internship and competitive employment outcomes at six- and twelve-month intervals.

H. Semi-annual Consumer Diagnostic Report

Evelyn McOmie presented the Semiannual Consumer Diagnostic Report for the first half of the fiscal year. As of June 30, 2025, the North Los Angeles County Regional Center served a total of 39,642 individuals under all six diagnostic categories (Status 1 and Status 2 Lanterman Act-eligible consumers). The report excludes intake cases and Early Start (0–3) participants.

Evelyn McOmie noted continued growth across all three service areas—San Fernando Valley, Antelope Valley, and Santa Clarita Valley. The report also included 44 individuals categorized as “Other,” representing those in transition between regional center catchment areas. These cases remain temporarily counted in NLACRC's total until officially transferred.

I. Semi-annual NOAs by Ethnicity/Location/Services & Age Range Report (Jan. 2025-Jun. 2025)

Evelyn McOmie presented the Semiannual NOA by Ethnicity and Location Report for the first half of the fiscal year. The report documented a total of 2,147 Notices of Action (NOAs) issued and provided data by ethnicity, location, and age. Evelyn McOmie noted that the report currently spans two pages with overlapping information and suggested condensing it into one streamlined version for clarity and efficiency. Jeremy Sunderland and committee members supported simplifying the format to improve readability.

Evelyn McOmie explained that an NOA (Notice of Action) is issued when a service request is denied or when a determination of ineligibility is made. She emphasized that NOAs are not inherently negative; they represent due process, ensuring that families are informed of their right to appeal and seek reconsideration. Many NOAs are later resolved collaboratively between families and the regional center.

Lety Garcia requested clarification on the term “ethnicity code” listed in the report. Evelyn McOmie confirmed that it appeared to be a data anomaly and would follow up to determine its meaning, noting that it might reflect cases where ethnicity was not identified. Cathy Blin agreed with Evelyn McOmie’s recommendation to consolidate the report into a single page to eliminate redundancy.

ACTION: Staff will revise the report format to present the data on a single page and follow up on the unidentified “ethnicity code” entry.

J. Semi-annual 4731 Report

Dana Lawrence, Fair Hearing and Administrative Procedures Manager, presented the Semiannual 4731 Report covering the period January through June 2025. During this time, 33 complaints were filed, containing a total of 68 allegations. Following investigation, 12 rights violations were substantiated from the filed complaints, and an additional 7 violations were identified independently by staff, resulting in a total of 19 confirmed violations.

The most common violations included failure to provide a Notice of Action (NOA) or failure to issue it in a timely manner; failure to conduct Individual Program Plan (IPP) meetings on time—either within the required annual or triennial schedule, or within 30 days of a consumer’s request; and service coordination issues, including one instance where a consumer’s request for reassignment of a service coordinator was not fulfilled.

K. Semi-annual Social Recreation, Camp & Non-Medical Therapies Services Report (Jan. 2025-Jun. 2025)

Evelyn McOmie presented the Social Recreation, Camp, and Non-Medical Therapy Services Report, which included data for multiple fiscal years due to deferred reporting from the prior quarter. The report covered fiscal years 2022–2023, 2023–2024, and 2024–2025 to reflect ongoing billing activity, as service providers are permitted to bill retroactively.

For FY 2023–2024, total social recreation expenditures reached \$2,416,627. For FY 2024–2025, expenditures increased to \$3,196,371 as of July 21, 2025, based on June state claims. Preliminary data for the first quarter of FY 2025–2026 indicated payments of \$4,540 to date. Evelyn McOmie noted that the consistent increase demonstrates that social recreation services are being actively utilized and reimbursed across the region.

Lety Garcia inquired about the percentage of authorizations that remain unpaid. Evelyn McOmie reported that the Community Services Department processed approximately 1,200 requests between July and June, successfully eliminating the backlog and maintaining current processing. Outstanding items are generally due to pending documentation from families or service coordinators.

Evelyn McOmie also noted improvements with FMS provider Miji, which expanded staffing from 4 to 20 employees to address delays. She explained that social recreation funding

naturally fluctuates with camp seasons (summer, spring, and winter) but that both NLACRC and its vendors have implemented systems to manage seasonal surges more efficiently.

It was noted that while some complaints persist, they represent a small fraction compared to the total number of families receiving services or reimbursements. The majority of issues arise from mutual misunderstandings or incomplete submissions rather than denials. Evelyn McOmie emphasized that the regional center has made significant progress in funding, processing, and outreach related to social recreation services, supported by the efforts of the School Age Enhanced Service Coordination unit led by Sarah Yap.

L. 4th Quarter Intake Data by Location Report

Evelyn McOmie presented the third and fourth quarter intake data, noting that overall numbers remain strong and reflect the continued growth of the regional center. Between January and June 2025, there was only a minor decrease of just over 100 cases compared to the prior period, which Evelyn McOmie described as a healthy and stable trend for a growing regional center.

The report also highlighted timeliness in intake processing. For April, 0.51% of cases exceeded the 120-day processing period, while for June, that rate was 0.84%. There were no cases exceeding 142 days in June, reflecting improved efficiency and timely eligibility determinations.

Evelyn McOmie explained that intake data includes breakdowns for the San Fernando Valley, Santa Clarita Valley, and Antelope Valley, noting that intakes for Santa Clarita are processed through the San Fernando office. She further reported that North LA employs approximately 35 psychologists as of July 2025, an increase that supports the center's growing assessment and intake needs.

M. 1st Quarter NOAs/Appeals Report (July-Sept. 2024)

Evelyn McOmie presented the first quarter Appeals Report for fiscal year 2024–2025, noting it is a continuation of the Notice of Action (NOA) report. The report summarized the number of appeals filed by individuals and families following service denials or eligibility determinations.

During the fourth quarter of FY 2023–2024, there were 47 total appeals, consisting of 27 related to services and 20 related to eligibility. For the first quarter of FY 2024–2025, there were 59 additional appeals, bringing the cumulative total to 106 appeals to date. The report also included a breakdown of appeal data by ethnicity for committee review.

N. 2nd Quarter NOAs/Appeals Report (Oct.-Dec. 2024)

Evelyn McOmie presented the second quarter Appeals Report for fiscal year 2024–2025. The report included combined data from both the first and second quarters, showing a total of 117 appeals filed to date. These appeals include both service-related and

eligibility-related cases. The data was also broken down by ethnicity for review and analysis.

- O. 3rd Quarter NOAs/Appeals Report (Jan.-March 2025); and
- P. 4th Quarter NOAs/Appeals Report (April-June 2025)

Evelyn McOmie presented the remaining Appeals Reports for fiscal year 2024–2025, including third and fourth quarter data. She explained that all quarterly reports were presented together due to prior data system issues that delayed their release. These reports included cumulative appeal totals and breakdowns by ethnicity for committee review.

During discussion, Blanca Chavez asked whether intake data includes individuals who are made eligible based on external medical diagnoses without undergoing regional center assessments. Evelyn McOmie clarified that those individuals are captured in the semiannual diagnostic report as part of the total number of eligible consumers, which currently stands at 39,642 individuals. The intake report, by contrast, tracks those still awaiting assessment or eligibility determinations.

Sharon Weinberg asked whether the appeals report reflects how many appeals are granted. Evelyn McOmie clarified that the report reflects only the number of appeals filed, not those resolved or overturned through the appeal process.

VIII. Meeting Action Item Review

- Lindsay Granger noted that the committee list, which had been deferred at the last board meeting, has been updated to reflect Jeremy Sunderland and Cathy Blin as co-chairs. The updated list will be submitted for board approval at the next Board of Trustees meeting.
- Lety Garcia inquired whether the committee needs to report additional action items to the board. Jeremy Sunderland, Sharon Weinberg, and Evelyn McOmie confirmed that no new action items were finalized, as the committee's priority list remains in draft form and has not yet reached consensus.

IX. Announcements / Information Items / Public Input

A. Committee Attendance

B. Next Meeting: November 19, 2025 at

Lety Garcia informed the committee that hotel accommodations for the upcoming ARCA Academy in Sacramento were filling quickly and encouraged board members to confirm attendance promptly. Lindsay Granger confirmed that an email had already been sent during the meeting to gather confirmations and secure hotel reservations. The ARCA Academy will take place on November 15–16, 2025.

Lindsay Granger also noted that the committee action log was not included in the current meeting packet but will be added for review at the next meeting.

X. Adjournment

Jeremy Sunderland adjourned the meeting at 7:50 p.m.

Submitted by:

Lindsay Granger
Executive Administrative Assistant