



**BOARD OF EXAMINERS OF NURSING CARE INSTITUTION ADMINISTRATORS AND
ASSISTED LIVING FACILITY MANAGERS**

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Douglas A. Ducey
Governor

Jack Confer
Executive Director

Board Members

Ken Kidder, President
Susan Archer, Vice President
Pauline (Wally) Campbell, Member
Fred Randolph, Member
James Steven, Member
Rebecca Hill, Member
Becky Brimhall, Member

MINUTES REGULAR MEETING
September 19, 2022

I. ROLL CALL

President Kidder called the meeting to order at 9:03 a.m.

President Kidder, Vice President Archer, Member Campbell, Member Brimhall, and Member Hill were present in person; Member Steven was present by telephone.

Attendance: Executive Director Jack Confer, Licensing Administrator Mona Leonard, Project Specialist Elizabeth Bronold, Assistant Attorney General Seamus Monaghan, and Assistant Attorney General Elizabeth Campbell

II. DECLARATION OF CONFLICTS OF INTEREST – A.R.S. § 38-503

Member Brimhall stated that complaints 2022-NCI-0110 and 2022-NCI-0166 are not a conflict, however, she does know the individual that the complaints are against. She stated that she does not have any independent knowledge of the complaints.

III. CALL TO THE PUBLIC

No one wishes to speak.

IV. REVIEW, DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF MINUTES

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(2) (to discuss confidential information), A.R.S. § 38-431.03(A)(3) (to receive legal advice). Board Review, Consideration and Action on Approval of Minutes

A. Draft Regular Meeting Minutes, August 8, 2022

Member Steven stated that he was present in person at the August meeting and the minutes needed to be amended to reflect that.

MOTION: Member Campbell made a motion seconded by Member Brimhall to approve the minutes as amended for the August 8, 2022 Board Meeting.

VOTE: Passed (6-0).

V. FORMAL ADMINISTRATIVE HEARINGS, PROPOSED CONSENT AGREEMENTS OR MOTION TO DEEM ALLEGATIONS ADMITTED:

The Board may vote to go into Executive Session pursuant to A.R.S. § 38-431.03(A)(2) (to discuss confidential information), A.R.S. § 38-431.03(A)(3) (to receive legal advice).

A. Formal Hearing - Andereya Bibutsuhoze, Case #'s 2022-NCI-0119 & 2022-NCI-0220

Andereya Bibutsuhoze was not present at the meeting. AAG Monaghan summarized the case for the Board. He stated that a complaint notice of hearing was issued and the respondent did not respond. The respondent also did not respond to the original complaint notice. AAG Monaghan requested that the Board vacate the hearing, grant a motion to deem the allegations as findings of fact, and take action without conducting the hearing.

MOTION: President Kidder made a motion seconded by Member Campbell vacate the hearing.

VOTE: Passed (6-0).

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

MOTION: President Kidder made a motion seconded by Vice President Archer to deem the allegations in the notice of hearing as admitted.

VOTE: Passed (6-0).

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

MOTION: President Kidder made a motion seconded by Member Campbell to adopt the allegations as findings of fact and conclusions of law.

VOTE: Passed (6-0).

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

MOTION: Vice President Archer made a motion seconded by Member Campbell to revoke Andereya Bibutsuhoze’s Manager Certificate.

VOTE: Passed (6-0).

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

VI. REVIEW, DISCUSSION AND POSSIBLE ACTION ON ADMINISTRATOR LICENSURE AND MANAGER CERTIFICATION

A. Individual Board Review, Consideration and Action on Applicants Temporary and/or Permanent Administrator License or Manager Certificate. If approved, pending passing all required examinations within the substantive timeframe or the license or certificate will be denied.

1. Barron, Inga Manager Application

Licensing Administrator Leonard summarized the case for the Board. Inga Barron was present at the meeting and answered the questions from the Board. Ms. Barron stated that her charge was almost 20 years ago and she no longer drinks. She has not had anything on her record since the incident in 2004. Ms. Barron stated that she completed all of the requirements from her arrest. She stated that it was a terrible mistake. She has now been a caregiver for five years. She has a valid fingerprint clearance card and she did not need a good cause exception.

MOTION: President Kidder made a motion seconded by Member Brimhall to approve Inga Barron’s Manager application.

VOTE: Passed (6-0).

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

2. Vandermate, Holly

Manager Application

Licensing Administrator Leonard summarized the case for the Board. Holly Vandermate was present at the meeting and answered the questions from the Board. Ms. Vandermate stated that her arrest was 29 years ago and it is one of her biggest regrets. She stated that it was a mistake and she has not put herself in that position since and has not been arrested since the incident. She stated that if she is granted her Manager’s certificate she will be working as an Executive Director. She has been an Executive Director in the state of Washington prior to this.

MOTION: President Kidder made a motion seconded by Member Campbell to approve Holly Vandermate’s Manager application.

VOTE: Passed (6-0).

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

3. Barajas, Veronica

Manager Application

Licensing Administrator Leonard summarized the case for the Board. Veronica Barajas was present at the meeting and answered the questions from the Board. Ms. Barajas stated that she would work as a manager for her mother’s care home if she is granted her Manager’s certificate.

MOTION: President Kidder made a motion seconded by Vice President Archer to approve Veronica Barajas’ Manager application.

VOTE: Passed (6-0).

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

VII. REVIEW, DISCUSSION AND POSSIBLE ACTION ON COMPLAINT CASE REVIEWS

Consent agenda items may be considered as a single action unless a Board member or interested party wishes to remove an item for discussion.

B. Staff Recommendation for Non-Disciplinary Letter of Concern(s):

- | | | | |
|-----------|----------------------|---|----------------|
| 1. | 2022-NCI-0040 | Cristopher Ramos | Manager |
| 2. | 2022-NCI-0106 | Mia Darkus | Manager |
| 3. | 2022-NCI-0200 | Anita Abella | Manager |
| 4. | 2022-NCI-0203 | Ladywinnie Amoo Allison (Oulanyah) | Manager |

MOTION: President Kidder made a motion seconded by Member Campbell to issue a non-disciplinary Letter of Concern to the Managers listed in agenda items VII (B) (1-5). The Board's concern will reflect what is written in the recommendation by Board staff.

VOTE: Passed (6-0).

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

5-minute break.

C. Staff Recommendation for Dismissal(s)

1. 2022-NCI-0204	Laura Olson	Manager
2. 2022-NCI-0060	Joseph Adams	Manager
3. 2022-NCI-0066	Lidia Cubillos	Manager
4. 2022-NCI-0069	Ronda A Carte	Manager
5. 2022-NCI-0100	Stewart Ingram	Administrator
6. 2022-NCI-0128	Chad Eaton	Administrator
7. 2022-NCI-0143	Jeanette Ellison	Manager
8. 2022-NCI-0145	Park Senior Villas at Goodyear	
9. 2022-NCI-0162	Savannah Roxanne Stidham	Manager
10. 2022-NCI-0166	Cory W Williams	Administrator
11. 2022-NCI-0170	Melinda Leibfried	Manager
12. 2022-NCI-0171	Melinda Leibfried	Manager
14. 2022-NCI-0172	Melinda Leibfried	Manager
15. 2022-NCI-0173	Melinda Leibfried	Manager
16. 2022-NCI-0175	Victoria C. Wint	Manager
17. 2022-NCI-0176	Park Senior Villas at Goodyear	
18. 2022-NCI-0181	Chamberlin W. Neff	Manager
19. 2022-NCI-0191	Sheree Tembo	Manager
20. 2022-NCI-0198	Linda L Ozarhevici	Manager
21. 2022-NCI-0206	Lydia Jarda	Manager
22. 2022-NCI-0208	Jeanne Callahan	Manager
23. 2022-NCI-0209	Annette Medina	Manager
24. 2022-NCI-0210	Sharon L Faubush	Manager
25. 2022-NCI-0211	Azhar R Jan	Manager
26. 2022-NCI-0233	Laura Niffenegger	Manager
27. 2022-NCI-0236	Kimberly S. Schul	Manager
28. 2022-NCI-0268	Annalisa Cha	Manager

Member Hill stated that she would like to pull out and discuss cases listed on agenda item VII (C) 2, 3, 8, 11-15 and 27.

MOTION: President Kidder made a motion seconded by Member Campbell to dismiss complaints on agenda items VII (C) 1, 4, 5, 6, 7, 9, 10, 16-26 and 28

VOTE: Passed (6-0).

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

A. Staff Recommendation for Disciplinary Consent Agreement(s):

1. 2022-NCI-0074

Helen Dike

Manager

2. 2022-NCI-0085

Helen Dike

Manager

Helen Dike was not present at the meeting.

Project Specialist Bronold summarized the complaint for the Board.

MOTION: President Kidder made a motion seconded by Member Campbell that based upon the information contained in the investigation report, the Board finds sufficient evidence of a violation of A.R.S. § 36-446.07(B)(3) as defined by A.R.S. § 36-446 (10)(a) for unprofessional conduct and AAC R4-33-407(A)(B)(1), in complaint number 2022-NCI-0074 and 2022-NCI-0085 involving manager Helen Dike and to offer a consent agreement to be signed within 10 days or the matter will proceed to formal hearing.

- a) Reimbursement of investigative costs in the amount of \$302.00 and this is negatable at the discretion of Board staff.
- b) Voluntary surrender of certificate

VOTE: Passed (6-0).

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

3. 2022-NCI-0078

Uloma Joy White

Manager

Uloma White was not present at the meeting.

Project Specialist Bronold summarized the complaint for the Board.

MOTION: President Kidder made a motion seconded by Vice President Archer that based upon the information contained in the investigation report, the Board finds sufficient evidence of a violation of A.R.S. § 36-446.07(B)(3) as defined by A.R.S. § 36-446 (10)(a) for unprofessional conduct and AAC R4-33-407(A)(B)(1), in complaint number 2022-NCI-0078 involving manager Uloma White and to offer a consent agreement to be signed within 10 days or the matter will proceed to formal hearing.

- a) Voluntary surrender of certificate

VOTE: Passed

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

4. 2022-NCI-0108

Ann J Jackson

Manager

Project Specialist Bronold summarized the complaint for the Board. Ann Jackson was present at the meeting along with Brook Blair who is the owner of the Assisted Living Home.

Mr. Blair stated that there was a period of a few days when there was not a manager at the facility. Mr. Blair stated that there was not a manager at the home for 14 days. Linda Blair was the manager prior to Ann Jackson.

MOTION: President Kidder made a motion seconded by Member Campbell to open a complaint on Linda Blair.

VOTE: Passed (6-0).

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

Vice President Archer clarified that there is not a 30-day window to find a manager for a facility but DHS will allow 30 days before they fine a facility for not having a manager.

Ms. Jackson stated she was at the facility at the time of the DHS survey, but she did not start working as the manager yet.

MOTION: President Kidder made a motion seconded by Vice President Archer to dismiss complaint 2022-NCI-0108 against manager Ann Jackson.

VOTE: Passed (6-0).

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

5. 2022-NCI-0110

Lidia Cubillos

Manager

Project Specialist Bronold summarized the complaint for the Board. Lidia Cubillos was present at the meeting along with her Attorney Mandy Karvis. Ms. Cubillos stated that she was out of the country during the survey so she was not there to provide the documentation to the surveyor. Ms. Cubillos stated that one of her caregivers who was present at the facility the day the surveyor was there and the caregiver was not feeling well so she left to go get a Covid-19 test. They had a staffing agency send a caregiver and the caregiver they sent was the employee who did not have a valid caregiver certificate. They are no longer using the staffing agency. Ms. Cubillos stated that she provides continuing educate to her caregivers every year and she does have her own approved continuing educate courses. Ms. Cubillos was out of town for 30 days. She stated that she owns four homes.

MOTION: Vice President Archer made a motion seconded by President Kidder to dismiss complaint 2022-NCI-0110 against Manager Lidia Cubillos.

VOTE: Passed (5-1). Member Hill voted nay.

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x			x	x
No					x		
Abstain							
Absent				x			

C. Staff Recommendation for Dismissal(s)

3. 2022-NCI-0066

Lidia Cubillos

Manager

Executive Director Confer summarized the complaint for the Board. Lidia Cubillos and her attorney Mandy Kravis answered the questions from the Board. Ms. Cubillos stated that the resident was provided notification of the Covid-19 vaccine booster and the resident did not stated that they did not want to participate.

MOTION: President Kidder made a motion seconded by Vice President Archer to dismiss compliant 2022-NCI-0066 against Manager Lidia Cubillos.

VOTE: Passed (4-2). Member Campbell and Member Hill voted nay.

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x				x	x
No			x		x		
Abstain							
Absent				x			

A. Staff Recommendation for Disciplinary Consent Agreement(s):

6. 2022-NCI-0124

Lydia C Creel

Manager

7. 2022-NCI-0192

Lydia C Creel

Manager

Project Specialist Bronold summarized the complaint for the Board. Lydia Creel was present at the meeting and answered the questions from the Board. Ms. Creel stated that she spends 3-5 hours 3 days a week at the facilities. She stated that sometimes she will stay longer at the facility if she is needed as a caregiver. Ms. Creel stated that she was not present at the time of the survey. The owners were present at the time of the survey.

MOTION: President Kidder made a motion seconded by Member Campbell that based upon the information contained in the investigation report, the Board finds sufficient evidence of a violation of A.R.S. § 36-446.07(B)(3) as defined by A.R.S. § 36-446 (10)(a) for unprofessional conduct and AAC R4-33-407(A)(B)(1), in complaint number 2022-NCI-0124 and 2022-NCI-0192 involving manager Lydia Creel and to offer a consent agreement to be signed within 10 days or the matter will proceed to formal hearing.

- a) Voluntary surrender of certificate

VOTE: Passed (6-0).

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

5-minute break.

8. 2022-NCI-0131 Jerrod P. Ayers Manager

Project Specialist Bronold summarized the complaint for the Board. Jerrod Ayers was present at the meeting and answered the questions from the Board. He stated that the employee did have a valid fingerprint clearance card, but it was not verified. He stated that it is a large facility and there is a business manager who typically handles the employee files. He stated that there are not scheduled audits to ensure that all employee files are complaint. Mr. Ayers stated that the employee who did not complete the CPR training had to leave in the middle of training due to a serious personal issue. The employee was not able to reschedule her CPR training until after the survey since they live in a small town and CPR training is not very accessible.

Mr. Ayers stated that the disaster drill was not done on the third shift and he now has a set schedule that will be followed for disaster drills to ensure they are conducted every shift.

Project Specialist Bronold verified on the DPS website that Mr. Ayers fingerprint clearance card application is in process with DPS.

MOTION: President Kidder made a motion seconded by Member Campbell to dismiss complaint 2022-NCI-0131 against Manager Jerrod Ayers.

VOTE: Passed (6-0).

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

9. 2022-NCI-0129 Vick J. Gutierrez Manager

Project Specialist Bronold summarized the complaint for the Board. Vice Gutierrez was present at the meeting and answered the questions from the Board. Mr. Gutierrez stated that he was not present at the time of the survey. He stated he spoke with the surveyor. He typically goes to the home 3 times a week and spends approximately 3 hours there. Mr. Gutierrez manages two facilities and the owners of the facilities are associates.

MOTION: President Kidder made a motion seconded by Member Campbell that based upon the information contained in the investigation report, the Board finds sufficient evidence of a violation of A.R.S. § 36-446.07(B)(3) as defined by A.R.S. § 36-446 (10)(a) for unprofessional conduct and AAC R4-33-407(A)(B)(1), in complaint number 2022-NCI-0129 involving manager Vick Gutierrez and to offer a consent agreement to be signed within 10 days or the matter will proceed to formal hearing. The terms shall include the following to be completed within 3 months:

- a) Reimbursement of investigative costs in the amount of \$146.00
- b) 3 hours of Board approved continuing education in in personnel requirements
- c) 3 hours of Board approved continuing education in medication management
- d) 3 hours of Board approved continuing education in service plans

VOTE: Passed (6-0).

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

10. 2022-NCI-0138

Erlinda V Canoy

Manager

Project Specialist Bronold summarized the complaint for the Board. Erlinda Canoy was present at the meeting along with Ted Peco who is a caregiver at her home. Mr. Peco stated that his daughter is a nurse who volunteers at the home and his son lives at the home. His son does not provide care to the residents in the home. The volunteers did not have fingerprint clearances cards on record. He stated that this was corrected and his children now have employee files with valid fingerprint clearance cards.

Ms. Canoy stated that she goes to the home once a day for one hour at a time. She stated that she does not have any other caregivers she hired. Ms. Canoy stated that she has worked in the home since 1997.

MOTION: President Kidder made a motion seconded by Vice President Archer that based upon the information contained in the investigation report, the Board finds sufficient evidence of a violation of A.R.S. § 36-446.07(B)(3) as defined by A.R.S. § 36-446 (10)(a) for unprofessional conduct and AAC R4-33-407(A)(B)(1), in complaint number 2022-NCI-0138 involving manager Erlinda Canoy and to offer a consent agreement to be signed within 10 days or the matter will proceed to formal hearing. The terms shall include the following to be completed within 3 months:

- a) Reimbursement of investigative costs in the amount of \$146.00
- b) 3 hours of Board approved continuing education in in personnel requirements
- c) 3 hours of Board approved continuing education in emergency and safety standards
- d) 3 hours of Board approved continuing education in service plans

VOTE: Passed (6-0).

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

11. 2022-NCI-0205

Marian Ciolac

Manager

This case was moved to next month's meeting.

12. 2022-NCI-0232

Carmecita L. Ilem

Manager

This case was moved to next month's meeting.

CALL TO THE PUBLIC

Herman Nadel addressed the Board and he stated he was at Olive Grove Assisted Living for approximately 4 years. He stated that Jeanette Ellison called him after her work hours to ask him for \$6,000. He stated that there was a witness to this conversation. He stated that Ms. Ellison took \$6,000 from him and did not return the money. He filed a complaint with adult protective services.

13. 2022-NCI-0235

Ma Carmona Villamayor

Manager

Project Specialist Bronold summarized the complaint for the Board. Ma Carmona Villamayor was present at the meeting and answered the questions from the Board. She stated that She stated that the owner was trying to save money so the owner was waiting for a hospice nurse to do the TB tests so that she did not have to pay. Ms. Villamayor stated that she told the owner that the TB tests need to be done. Ms. Villamayor no longer works at the facility. She was not present at the facility at the time of the survey. She stated that she worked 8-10 hours a week a that home. Ms. Villamayor stated that the caregiver at the facility had worked as a caregiver for many years and she did independently verify the caregiver's skills and certificate with the previous employer.

MOTION: President Kidder made a motion seconded by Member Campbell that the Board issue a non-disciplinary letter of concern. The Board's concern is the manager failed to maintain compliance with environmental safety standards.

VOTE: Passed (6-0).

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

President Kidder made a motion seconded by Vice President Archer to move complaints listed in agenda items VII (C) (2, 8, 11-15 and 27) to next month's meeting.

VOTE: Passed (6-0).

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven

Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

VIII. BOARD PRESIDENT’S REPORT:

IX. NAB's 2022 Mid-Year Meeting November 2-4, 2022

Possible Discussion, Consideration and vote for Appointment of Board Representative/Delegate
 President Kidder stated that he would like to attend the NAB Mid-Year Meeting.

MOTION: Member Campbell made a motion seconded by Member Hill to appoint President Kidder as the Representative/delegate at the NAB Mid-Year Meeting.

VOTE: Passed (6-0).

Vote	President Kidder	Vice President Archer	Member Campbell	Member Randolph	Member Hill	Member Brimhall	Member Steven
Yes	x	x	x		x	x	x
No							
Abstain							
Absent				x			

X. EXECUTIVE DIRECTOR REPORT:

A. Budget Update

Executive Director Confer stated that he submitted a budget request.

B. Licensing & Investigation Statistics

C. Staffing Update

The new Board staff employee, Jaedyn Sanchez, introduced herself to the Board.

D. Substantive Policy State for License Verification, Nursys

E. Auditor General 30 Month Follow-up

Executive Director Confer summarized what to expect from the Auditor General 30 month follow up.

F. Training Program Curriculum and Online Testing Examination (possible discussion and direction)

G. Continuing Education Policy for Board Meeting Attendance (possible discussion, consideration & vote)

Executive Director Confer stated that there is a new draft policy for receiving 3 hours of continuing education for attending a Board meeting. He suggested that the Board discuss whether a certificate holder or licensee should receive 3 hours of continuing education for attending 3 hours of a Board meeting or for attending the duration of the meeting.

Member Campbell requested that this be discussed and voted on at the next meeting.

H. Fingerprinting update (possible discussion & consideration)


Executive Director Confer stated that he is getting push back from DPS on the fingerprinting change.

XI. FUTURE ITEMS AND MEETING DATES

October 24, 2022
November 14, 2022
December 12, 2022

XII. ADJOURNMENT

President Kidder adjourned the meeting at 12:45 p.m.



Jack Confer, Executive Director

DRAFT