

MINUTES

LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM
BOARD OF SUPERVISORS REGULAR MONTHLY MEETING

WEDNESDAY, FEBRUARY 2, 2005
9:00 a.m.

Bossier Parish Community College – Building F
6220 East Texas Street, Bossier City, Louisiana 71111

** The Board of Supervisors of the Louisiana Community and Technical College System reserves the right to enter into Executive Session in accordance with R.S. 42.6.

NOTE: No separate committee meetings are scheduled.

A. CALL TO ORDER

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, February 2, 2005, in Building F of the Student Center at the Bossier Parish Community College, 6220 East Texas Street, Bossier City, Louisiana. Board Chair Kathy Sellers Johnson called the meeting to order at 9:08 a.m.

B. PLEDGE OF ALLEGIANCE

The assembly rose for recitation of the Pledge of Allegiance.

C. ROLL CALL

Ms. Bonni Blouin, Coordinator of Board Services, called roll and a quorum was established.

Members Present

Edwards Barham
Tonya Chissell
Ava Dejoie
Carl Franklin
Kathy Sellers Johnson, Chair
Alvin Kimble
Ann H. Knapp
Kevin McCotter
Brett Mellington, First Vice Chair
Angela Nealy
Dan Packer
Sean Reilly
Stephen Smith, Second Vice Chair
Mike Stone

Members Absent

Gibson Chigbu
John DeLaney
Nick Trist

Staff Present

Walter Bumphus
Bonni Blouin
Allen Brown
Anthony Brown
Jennifer Daly
Pat Eddy
Jan Jackson
Lura Kamiya
Howard Karlton
Joe Marin
Lucy McGregor
Jerry Pinsel
Karin Pettit
Angel Royal

D. APPROVAL OF FEBRUARY 2, 2005 AGENDA

On motion of Supervisor Knapp, seconded by Supervisor Franklin, the Board voted to approve the February 2, 2005 agenda.

E. APPROVAL OF MINUTES FOR THE DECEMBER 8, 2004 MEETINGS OF THE AUDIT COMMITTEE AND FULL BOARD

On motion of Supervisor Knapp, seconded by Supervisor Packer, the Board voted to approve the minutes of the December 8, 2004 Audit Committee and Full Board meetings as presented.

F. REPORTS

1. Chair of the Board Report

Chair Johnson presented the Chair of the Board report. The following topics were discussed:

- ? LCTCS Board of Supervisor's Retreat – held January 12, 2005, at the LCTCS Office. Governor Blanco visited with the group and shared her comments and expectations of the System. Chair Johnson thanked all board members who attended the retreat.
- ? Bossier Parish Community College Ribbon Cutting Ceremony – Chair Johnson commended Chancellor Carlton, Supervisor McCotter and members of Campus Facilities, Inc., for the outstanding job done on the new campus. She thanked Chancellor Carlton, his staff and students for the hospitality extended to members of the Board.

Supervisor McCotter indicated that Mr. John McConathy had been delayed and asked if Mr. McConathy could be recognized upon his arrival.

Chancellor Carlton addressed the Board and expressed his thanks to members of the Board for traveling to Bossier City to participate in the official grand opening of the new Bossier Parish Community College campus. He also thanked his faculty and staff, Supervisor Kevin McCotter and Campus Facilities, Inc., for their support and hard work.

- ? Ford Foundation Benchmarking Trip to Greenville, South Carolina – Chair Johnson reported on the trip to visit the Greenville Technical College and charter school. She stated that a number of members of the Louisiana legislature and LCTCS staff made the trip. She notified Board members of another benchmarking trip planned in February, 2005, to visit the Kentucky Community and Technical College System, and encouraged Board members to attend if their schedule permits.
- ? ACCT National Legislative Summit – Chair Johnson stated that the ACCT National Legislative Summit will be held in a couple of weeks and hopes to have LCTCS representation at the conference. She announced that Supervisor Brett Mellington has been nominated to serve on the National Awards Committee for the ACCT.

- ? Student Board Members Attendance at President's Inauguration – Chair Johnson stated that the student Board members Angela Nealy and Tonya Chissell recently attended the President's Inauguration ceremonies in Washington, DC. Supervisor Nealy and Supervisor Chissell shared their experiences from the trip with the group. Both members indicated that it was a wonderful experience.
- ? CABL Briefing/Newsletter – Chair Johnson stated that Dr. Angel Royal has been selected to participate in the 2005 Leadership Louisiana class.

2. President's Report

Dr. Walter Bumphus provided the following report:

- ? Greenville, SC Benchmarking Trip – Dr. Bumphus thanked Chair Johnson for participating in the trip and indicated that he had received a lot of positive feedback on the trip. He encouraged Board members to contact Dr. Royal if they are interested in participating in the trip to Kentucky scheduled for February 21-23, 2005.
- ? As a result of the benchmarking trips to date, and the scheduled Kentucky trip, a “Best Practices Day” has been scheduled to discuss early college and middle college programs. Dr. Bumphus stated that this is one tangible outcome of the benchmarking trips. He indicated that representatives from each of the colleges that have been visited will be invited, as well as representatives from the Ford Foundation, to share some of the lessons learned from these trips. The meeting is scheduled for March 7, 2005.
- ? Thanked Supervisor Knapp and Supervisor Franklin for joining him in a meeting with individuals from the AACC and ACE Offices. Supervisor Knapp and Supervisor Franklin provided comments on the meeting.
- ? Recognized and congratulated Supervisor Dan Packer for being recognized by *Black Enterprises* magazine as one of the “Top 75 African American Corporate Leaders of America.” Dr. Bumphus indicated that the System Office is having one magazine framed to present to Mr. Packer, and another one to hang in the Board Office.
- ? Final letters of accreditation have been received for Baton Rouge Community College and River Parishes Community College. Dr. Bumphus congratulated Chancellor Dorsey and Chancellor Welch for this achievement.
- ? Jennifer Daly provided a short presentation on preliminary spring enrollment figures. Dr. Bumphus indicated that registration is ongoing and the numbers provided would not reflect the final enrollment figures. A final report will be provided to members of the Board.
- ? Leadership Development Institute graduates were recognized.
- ? Recognized Susie Morgan for being instrumental, behind the scenes, in the BPCC project. John Mayeaux and Fred Chevalier were also mentioned.

G. GENERAL ACTION ITEMS**

Personnel Actions

Supervisor Franklin presented the Personnel Actions for consideration by the Board.

1. General Personnel Actions for LCTCS Colleges and the System Office

On motion of Supervisor Kimble, seconded by Supervisor Knapp, the Board voted to ratify the personnel actions presented for the LCTCS colleges and System Office to include eight (8) retirements, twenty-five (25) resignations, three (3) terminations, one (1) other cessation of employment, one (1) leave of absence, thirty-eight (38) new positions, seventy-five (75) promotions/changes/salary increases, and thirty-five (35) replacements. The motion passed.

2. Appointment of Vice Chancellor for Academic Affairs for Baton Rouge Community College

On motion of Supervisor Smith, seconded by Supervisor Knapp, the Board voted to ratify the appointment of Dr. Bradley James Ebersole as Vice Chancellor for Academic Affairs at the Baton Rouge Community College, at an annualized salary of \$104,066 effective February 3, 2005. The motion passed.

Chancellor Dorsey introduced Dr. Ebersole to the Board. Dr. Ebersole thanked Dr. Dorsey and members of the Board for the appointment as Vice Chancellor for Academic Affairs at Baton Rouge Community College.

3. Appointment of Vice Chancellor for Academic and Student Affairs for South Louisiana Community College

On motion of Supervisor Knapp, seconded by Supervisor Smith, the Board voted to ratify the appointment of Dr. Theodore Hanley as Vice Chancellor for Academic and Student Affairs at South Louisiana Community College, at an annualized salary of \$90,000 effective February 3, 2005. The motion passed.

4. Appointment of Director of Information Technology for Louisiana Community and Technical College System Office

On motion of Supervisor Knapp, seconded by Supervisor Packer, the Board voted to ratify the appointment of Mr. Greg Speyrer as Director of Information Technology for the Louisiana Community and Technical College System Office, at an annualized salary of \$98,000 effective February 3, 2005. The motion passed.

5. Extension of Appointment for Senior Vice President Karin Pettit for the Louisiana Community and Technical College System

On motion of Supervisor Kimble, seconded by Supervisor Johnson, the Board voted to ratify a sixty (60) day extension on the job appointment of Dr. Karin Pettit, Senior Vice President for Corporate and Workforce Development, at the annualized rate of \$113,300

effective February 14, 2005, in order to allow for a competitive search process. The motion passed.

Supervisor McCotter recognized Mr. John McConathy, Board member, Campus Facilities, Inc., and thanked him for all that he has done in supporting the new Bossier Parish Community College campus, the LCTCS and the State of Louisiana.

Finance Actions

Supervisor Packer presented the Finance Actions for consideration by the Board.

6. Three Percent Tuition Increase

On motion of Supervisor Knapp, seconded by Supervisor Barham, the Board voted to ratify and adopt a three percent tuition and mandatory fee increase for academic year 2005-2006 for all colleges within the LCTCS as provided by law. This increase is subject to approval by the Board of Regents and the Joint Legislative Committee on the Budget. The motion passed.

7. Settlement of Baton Rouge Community College v. Jane Medver Holden, et al

On motion of Supervisor Reilly, seconded by Supervisor Franklin, the Board voted to ratify a settlement agreement, approved on an interim basis by the System President, between Baton Rouge Community College and Jane Medver Holden, et al, whereby, upon the payment of \$41,000 by Baton Rouge Community College, each party will release the other from all claims. The motion passed.

8. Approval of Delgado Community College Practical Nurses Student Government Association Fee Referendum and Fee Increase

On motion of Supervisor Knapp, seconded by Supervisor Mellington, the Board voted to approve a request by the Practical Nursing students of Delgado Community College to hold a referendum to allow an addition of \$30 to the current \$10 Practical Nursing Student Government Association Fee. Staff also recommends that the Board exercise the option to approve the fee, contingent upon acceptance of the fee by a majority vote of the Practical Nursing students. The motion passed.

9. Approval of Louisiana Technical College Expenditures Donated by the H & B Young Foundation

On motion of Supervisor Knapp, seconded by Supervisor Smith, the Board voted to approve expenditures of \$195,400 donated by the H & B Young Foundation for the purposes stated and within the timeframe specified and in accordance with state requirements:

- ? \$15,000 for scholarships
- ? \$3,000 for the Office Occupations program
- ? \$77,400 for the classroom/office, fencing, and security barrier, and driveway entrance at the new Marine and Offshore Safety Training location

- ? **\$100,000 for paving and limestone for parking at the new Marine and Offshore Safety Training location**

The motion passed.

Supervisor Smith expressed his appreciation to the H & B Young Foundation for their support and contributions, particularly to the Louisiana Technical College Young Memorial Campus.

10. Approval of Incentive Grant I – Year 2 Allocations for Distribution to Eligible Perkins Recipients

On motion of Supervisor Knapp, seconded by Supervisor Chissell, the Board voted to approve the allocation of WIA/Perkins incentive grant funds for distribution to the eligible postsecondary Perkins recipients. The motion passed.

Supervisor Mellington asked why some of the institutions did not receive funding, and what that meant. Ms. Reba Poulson, Coordinator of Resource Development and Perkins Program, LCTCS, responded to the question and stated that institutions must first be eligible to receive Perkins funds (several institutions are not eligible). She stated that institutions not listed did not meet the requirement of meeting at least four of seven performance indicators. Supervisor Mellington requested a listing of all the institutions that were Perkins eligible and information on how many of the performance indicators were met.

Further discussion regarding Perkins eligibility and the funding process followed.

Academic Actions

Supervisor Knapp presented the Academic Actions agenda items for consideration by the Board.

11. Update on Ford Foundation Grant – Dr. Jerry Pinsel, Dr. Angel Royal, Jennifer Daly – LCTCS, and Dr. Lisa Smith-Vosper, Board of Regents

Oral Report. No Board action required.

Dr. Jerry Pinsel, Dr. Angel Royal, Ms. Jennifer Daly and Dr. Lisa Smith-Vosper provided an update on the status of the Ford Foundation Grant and reported on their recent trip to Santa Fe, New Mexico. A PowerPoint presentation was provided.

Supervisor McCotter introduced Representative Billy “Coach” Montgomery who was very instrumental in the Bossier Parish Community College campus project and was also a lead supporter of the alternative financing concept. Supervisor McCotter thanked him for all his contributions and asked him to stand and be recognized.

Dr. Bumphus asked Dr. Lisa Smith-Vosper to share with the Board an articulation model that she is seeking Board approval on before presenting to the Board of Regents for their consideration.

Dr. Smith-Vosper provided an oral report on the 2004 Report to the Louisiana Legislature from the Louisiana Board of Regents and the State Board of Elementary and Secondary Education: Secondary to Postsecondary Articulation (in Louisiana). She provided a handout which contained the first 24 pages of the report, for Board review. She emphasized the portion of the report (pgs. 16-20) which deals with future steps and seven (7) goals that will be addressed during 2005-2006, and the objectives to reach those goals. Dr. Smith-Vosper briefly discussed each goal.

Dr. Smith-Vosper thanked Dr. Montgomery-Richard, Dr. Jerry Pinsel, and Kelley Rhoe-Collins for their hard work and dedication in providing the information to develop this report.

A brief question and answer period followed.

On motion of Supervisor Reilly, seconded by Supervisor Knapp, the Board voted to accept the 2004 Report to the Louisiana legislature from the Louisiana Board of Regents and the State Board of Elementary and Secondary Education: Secondary to Postsecondary Articulation.

Dr. Smith-Vosper requested that the motion include a proviso that the System President have the authority to make technical changes to the report, because the report provided to the Board, and the one approved today, is not the way it will be produced for the legislature.

Supervisor Reilly submitted an amended motion to accept the 2004 Report to the Louisiana Legislature from the Louisiana Board of Regents and the State Board of Elementary and Secondary Education: Secondary to Postsecondary Articulation, with the provision that the System President, Dr. Walter Bumphus, has the authority to make any necessary technical changes to the report. Supervisor Knapp seconded the motion. The amended motion carried.

12. Update on Union Tank Car Project - Dr. Karin Pettit, LCTCS; Dr. Margaret Montgomery-Richard and Dr. Len Garrett, Louisiana Technical College

Oral Report. No Board action required.

Dr. Karin Pettit, Dr. Margaret Montgomery-Richard and Dr. Len Garrett provided an oral report and PowerPoint presentation on the Union Tank Car project. A handout was provided to members of the Board.

A brief question and answer session followed.

13. Louisiana Technical College:
Request for Program Expansions

On motion of Supervisor Dejoie, seconded by Supervisor Kimble, the Board voted to approve the request from the Louisiana Technical College, for the following programmatic expansions:

District II – Hammond Campus:

Technical Diploma: Collision Repair Tech. (CIP 47.0603)

Certificate of Technical Studies:

Body Repair Person (CIP 47.0603)
Automotive Refinisher (CIP 47.0603)
Structural Repair Person (CIP 47.0603)
Collision Repair Apprentice (47.0603)

District II – Florida Parishes Campus:

Certificate of Technical Studies: Patient Care Technician (CIP 51.2601)

Technical Competency Area:

Phlebotomy Skills (CIP 51.2601)
EKG Skills (CIP 51.2601)
Nurse Assistant (CIP 51.2601)

District VI – Alexandria Campus: Associate of Applied Science: Surgical Technology (CIP 51.0909)

District VII – Sabine Valley Campus: Technical Diploma: Practical Nursing (CIP 51.1613)

The motion passed.

14. Louisiana Technical College:
Request to Offer New Programs

On motion of Supervisor Dejoie, seconded by Supervisor Mellington, the Board voted to approve the request from the Louisiana Technical College for the following new programs:

District 1 – Jefferson Campus and Sidney Collier Campus:

Technical Diploma:

Film and Production Tech. (CIP 50.0502)

Certificate of Technical Studies:

Graphics and Editing Assistant (CIP 50.0502)

Technical Competency Area:

Production Assistant (CIP 50.0502)

The motion passed.

H. CONSENT AGENDA

On motion of Supervisor Knapp, seconded by Supervisor Mellington, the Board voted to approve the Consent agenda which consists of agenda items H.1. through H.12. The motion passed.

Finance Actions

1. Extension of Contract for Classification and Compensation Study (pg. 1)

Approved extension of the contract with the Management Advisory Group, Inc., for the system classification and compensation study through March 31, 2005.

2. Approval of Revision of LCTCS Policy on General Fund Allocation for Louisiana Technical College Campuses (pg. 2)

Approved the amended Board Policy #II.2.002, General Fund Allocation for LTC Campuses.

3. Approval of Revision of LCTCS Policy on Louisiana Technical College Budget Transfer Authority (pg. 5)

Approved the amended Board Policy II.2.016, LTC Budget Transfer Authority.

4. Review and Advisement: Revision (clarification) of the LCTCS Policy on Contract Submission and Approval (pg. 7)

Accepted for review and advisement. No Board action required.

5. Louisiana Technical College Sole Source Contract with Opportunities Industrialization Center of Ouachita, Inc. (pg. 9)

Approved a contract between the Louisiana Technical College and the Opportunities Industrialization Center of Ouachita, Inc., in the amount of \$300,000 effective July 1, 2004 through June 30, 2005.

6. Incumbent Worker Training Program Contracts (pg. 10)

Ratified five new Incumbent Worker Training Program contracts for \$1,763,600.36 and modifications to six existing contracts for \$795,533 as listed:

- ✍ **Aeropress/Bossier Parish Community College – Contract Amount: \$196,540.59**
- ✍ **EMS Consortium/Bossier Parish Community College – Contract Amount: \$253,854.94**
- ✍ **LifeCare Hospitals of New Orleans/LTC-River Parishes – Contract Amount: \$585,598.11**
- ✍ **Life Care Hospitals, Inc./LTC-River Parishes – Contract Amount: \$646,442.12**
- ✍ **LifeCare Management Services/LTC-River Parishes – Contract Amount: \$81,164.60**
- ✍ **Monroe Warehouse Consortium/LTC-Delta Ouachita – Revised Ending Date: 10/31/05**
- ✍ **Pride Offshore/L.E. Fletcher TCC & LTC Young Memorial–Revised Ending Date: 9/30/05**
- ✍ **Sonthemier Offshore/L.E. Fletcher TCC – Revised Ending Date: 8/30/05**
- ✍ **Transit Management of Southeast Louisiana/Delgado CC – Revised Ending Date: 10/31/05**
- ✍ **Danos & Curole Marine Contractors/LTC-Young Memorial, Nicholls State University, University of LA-Lafayette – Revised Contract Amount: \$1,278,874**
- ✍ **Navarre Chevrolet/Sowela TCC – Revised Contract Amount: \$67,630**

7. Incumbent Worker Subcontract between Baton Rouge Community College & URS Corporation (pg. 21)

Ratified an Incumbent Worker Training Program subcontract between Baton Rouge Community College and URS Corporation to provide Wastewater and Environmental Compliance training to the employees of Total Environmental Services, Inc., effective March 7, 2005.

Academic Actions

8. Academic Policies for Approval: (pg. 22)

Approved the following academic policies:

- ✍ **Guidelines and Stipulations for Offering General Education: Applied and Transferable**
- ✍ **e-Learning Coordinator Job Description (framework and contents)**
- ✍ **Guidelines for the e-Learning Quality Control Process**
- ✍ **Scaffolds/Tiers for Access to Quality e-Learning Course Development**
- ✍ **Competencies for e-Learning Faculty in Lieu of 45 Training Hours**
- ✍ **e-Learning Responsibilities of Transmitting Institutions**
- ✍ **e-Learning Responsibilities of Receiving Institutions**

9. Academic Policies for Review and Advisement: (pg. 52)

Accepted the Academic policy, Honorary Degrees, for review and advisement.

10. Louisiana Technical College: (pg. 54)
Request for Title Changes

Approved the request from the Louisiana Technical College for the following program title changes:

- From: (AAT) Graphic Communications/Process Printing [CIP 10.0307] to (AAS) Graphic Communications**
- From: (TD) Graphic Communications/Process Printing [CIP 10.0307] to (TD) Graphic Communications**
- From: (CTS) Apprentice Pressmen/Designer [CIP 10.0307] to (CTS) Typesetter**
- From: (CTS) Pressmen/Graphic Designer [CIP 10.0307] to (CTS) Pressmen/Graphic Designer**
- From: (TD) Graphic Communications/Process Printing [CIP 10.0307] to (TD) Graphic Communications**
- From: (CTS) Apprentice Pressmen/Designer [CIP 10.0307] to (CTS) Typesetter**
- From: (CTS) Pressman/Graphic Designer [CIP 10.0307] to (CTS) Pressman/Graphic Designer**

11. Louisiana Technical College: (pg. 57)

Request for Credential Deletions from the Board of Regents Curriculum Inventory for the following:

Associate of Applied Technology degrees:

Computer Specialist (Operations) [CIP 52.0407]

Management & Supervision [CIP 52.1001]

Radiologic Technology [CIP 51.0907]

Technical Diplomas:

Aviation [CIP 49.0102]

Computer Specialist (Operations) [CIP 52.0407]

Management and Supervision [CIP 52.1001]

Certificate of Technical Studies:

Fitter Fabricator [CIP 48.0599]

Approved the request from the Louisiana Technical College to delete the following programs from the Board of Regents Curriculum Inventory:

Technical Diploma: Aviation (CIP 49.0102) – currently not approved for a particular campus

Associate of Applied Technology: Computer Specialist (Operations) [CIP 52.0407]

Technical Diploma: Computer Specialist (Operations) [CIP 52.0407]

Certificate of Technical Studies: Fitter Fabricator [CIP 48.0599]

Associate of Applied Technology: Management and Supervision [CIP 52.1001]

Technical Diploma: Management and Supervision [CIP 52.1001]

Associate of Applied Technology: Radiologic Technology [CIP 52.0907] – currently not approved for a particular campus

12. Clarification of System Policy on Search Committees in Hiring (pg. 60)

Approved the clarification of the system-wide Search Committee Policy.

I. UPDATES

Chair Johnson urged Board members to review the updates provided.

1. Business and Industrial Visit Report (pg. 1)
2. Status Report on Capital Projects (pg. 16)
3. Alternative Financing Projects (pg. 20)
4. Facilities Assessment Update (pg. 26)
5. Second Quarter Report of Contracts (pg. 27)
6. Second Quarter Financial Reports (pg. 35)
7. Report of Breazeale, Sachse & Wilson - Charges for the Quarter Ended December 31, 2004 (pg. 47)

J. OTHER BUSINESS

1. Board of Regents' Committee Meetings – February 24, 2005

Chair Johnson asked Ms. Blouin to contact Supervisor DeLaney to see if he would be available to serve as the LCTCS representative at the Board of Regents meeting on February 24, 2005.

Supervisor Reilly indicated that the Facilities Committee has entertained a request that Supervisor McCotter would like to present to the Board.

Supervisor McCotter introduced a resolution, submitted by the North Louisiana Retired Superintendents Association, requesting that, “*all or some portion of the new campus of Bossier Parish Community College be named in honor of Emmett Earl Cope in recognition of his determination and dedication to its success.*” Supervisor McCotter read the resolution aloud and asked that the action suggested in the resolution be assigned for consideration to the Facilities Committee, to work with Campus Facilities, Inc., and the administration of Bossier Parish Community College.

On motion of Supervisor Kimble, seconded by Supervisor Franklin, the Board voted to approve to assign the resolution to the Facilities Committee for further review and later presentation to the Board. The motion carried.

K. ANNOUNCEMENTS

- ✍ Dr. Bumphus commended Lura Kamiya for her fine work in preparing the personnel items for the February Board meeting.
- ✍ ACE/ACCT Legislative Summit. Dr. Bumphus and Supervisor Knapp will attend.
- ✍ Dr. Bumphus commended Chancellor Carlton and Bossier Parish Community College on the outstanding job done with planning the meeting and the ribbon cutting ceremony, the dinner and fireworks, and the gracious hospitality shown to members of the Board and LCTCS staff.
- ✍ Chancellor Carlton asked members of the Board to participate in a photo which will be included in a time capsule that will be buried somewhere on the campus.
- ✍ Supervisor Mellington noted that the staff and faculty of South Louisiana Community College will be moving into the new facility during Mardi Gras weekend (February 5-6) and will be open to students February 9th. Dr. Bumphus indicated that the October Board meeting will be held in Lafayette.
- ✍ Dr. Bumphus thanked Jan Jackson, Joe Marine and Howard Karlton for all their work over the past couple of months, on the budget related agenda items. He also thanked Bonni Blouin, Pat Eddy and Dr. Angel Royal for coordinating all the arrangements for the out of town Board meeting.

L. ADJOURNMENT

There being no further business to come before the Board, on motion of Supervisor Knapp, seconded by Supervisor Franklin, the meeting adjourned at 11:08 a.m.

Minutes provided by Bonni Blouin