

COUNTY OF MORRIS
DEPARTMENT OF HUMAN SERVICES
DIVISION OF COMMUNITY & BEHAVIORAL HEALTH SERVICES
P.O. Box 900
Morristown, New Jersey 07963-0900

Board of County Commissioners

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HUMAN SERVICES ADVISORY COUNCIL (HSAC)
MEETING MINUTES

Tuesday, April 27, 2021, 5:15 pm via Webex Meetings

I. Call to Order, Welcome, and Introductions

Ms. Joann McEniry, the Vice-Chair, called the meeting to order at 5:17 pm. A quorum was established, and attendance was as follows:

Board Members:

Robert Armstrong, Citizen Representative
Jeffrey Bashe, Citizen Representative
Joann Bjornson, Family Promise of Morris Country
Teresa Connolly, Nourish NJ
Maria Fodali, Morris County Office of Temporary Assistance
David Johnston, Deirdre O'Brien Child Advocacy Center
Joann McEniry, EDGE NJ – Vice-Chair
Joseph Pawelczyk, Citizen Representative
Michelle Roers, United Way of Northern New Jersey
David Saltzman, Esq. – Legal Services of Northwest Jersey
Jane Shivas, Project Self-Sufficiency

Board Liaisons:

Jane Armstong, Workforce Development Board (Morris, Sussex, Warren)
Shawna Bailey, Morris County Office on Aging, Disabilities, and Community Programming
Mary Giarlando, New Jersey Division of Developmental Disabilities
Lenora Humphrey, Morris County Division of Child Protection and Permanency
Nelson Troche, New Jersey Department of Human Services
Linda Csengeto, Mental Health Addictions Services Advisory Board (MHASAB)

Morris County Board of County Commissioners:

Kathy DeFillippo, Liaison to Department of Human Services

Morris County Staff:

Amy Archer, Department of Human Services
Shelia Carter, Department of Human Services
Kasey Errico, Director Department of Human Services
Anna Marie Hess, Department of Human Services

II. Chair/Vice-Chair Report – Ms. McEniry

It is with great sorrow to inform you Tom Pepe has passed away. Tom served as a Commissioner-appointed Human Services Advisory Council (HSAC) member for many years and Chair of the HSAC. In addition to his work with HSAC, Tom served on The County College of Morris (CCM) Board of Trustees, he was a member of the CCM Foundation Board of Directors, a council member of the New Jersey Council of County Colleges (NJCCC), and served as a trustee of NORWESCAP. The countless hours spent on various committees and boards demonstrate Tom's passion for helping Morris County residents and making a difference in the community.

III. Approval of the March 23, 2021 Minutes

Motion to approve the March 23, 2021 minutes made by Mr. Joseph Pawelczyk and seconded by Mr. David Saltzman. All were in favor with no opposition and one abstention. Motion carried.

IV. New Jersey Department of Human Services – Mr. Nelson Troche

There has been an increase in calls from homebound elderly trying to get the COVID Vaccination since Johnson and Johnson have stopped distributing their single dosage vaccination. The State was going to use the Johnson and Johnson vaccination for the homebound population. At this time, three County's are continuing to provide vaccinations to the homebound; Somerset, Atlantic, and Cape May Counties.

New Jersey's restart and recovery are guided by data, improvements in public health, and the public's capacity to safeguard. As a result of enhancements across these measures, congregate day programs - including programs for persons with Traumatic Brain Injury - are permitted to reopen at limited capacity if the following criteria are met:

<https://www.cdc.gov/coronavirus/2019-ncov/community/adult-day-care-service-centers.html>

Statement from Governor Murphy on April 20, 2021, guilty verdict in the trial of Derik Chauvin. <https://nj.gov/governor/news/news/562021/approved/20210420b.shtml>

**V. New Jersey Department of Children and Families
Division of Child Protection and Permanency – Ms. Lenora Humphrey
March 2021 Statistics for Morris East L.O.:**

CWS: 12
CPS: 62
R&I: 17
SPRU: 16
New:37
Active: 7
Reopens Intake less than 90 days: 8
DV: 21
S.A.: 20
Homelessness: 2
Youth Homelessness: 0
Spanish Speaking:13
Safe Care: 1
Adolescents over 21 who wanted case reopened: 0

March 2021 Statistics for Morris West L.O.:

CWS: 16
CPS: 80
R&I: 27 (Both on New cases and Active Cases)
SPRU: 14
New: 44
Active: 21
Reopens Intake: 40
Reopens Perm: 2
60 day Reopens: 6
90 Day Reopens:1
DV: 21
S.A.: 26
Homelessness: 1
Youth Homelessness: 0
Spanish Speaking: 11
Safe Care: 1

VI. Staff Reports – Ms. Amy Archer/Ms. Shelia Carter

Ms. Archer stated that the COVID Emergency Solutions Grant (ESG) and Community Development Block Grant (CDBG) allocations were updated on April 6, 2021, and the chart was distributed to the group. These charts have been shared with the Continuum of Care (CoC), Mental Health Addiction Services Advisory Board (MHASAB), and the Professional Advisory Committee (PAC).

CV-ESG 1 & 2

(funding below includes administrative costs if requested by the provider)

\$17,000	JBWS	Emergency Shelter
\$246,384	Family Promise	Emergency Shelter
\$44,776	Homeless Solutions	Emergency Shelter
\$605,616	Family Promise	Rapid Rehousing
\$25,000	Homeless Solutions	Homeless Prevention
\$150,000	County reimbursement	RDD security
\$60,000	County reimbursement	Street outreach (shower/handwashing station)
\$56,516	County reimbursement	Warming center extension
\$79,000	Family Promise	Street outreach
\$314,000	Family Promise	Case management for RDD shelter
\$179,993	Homeless Solutions	Temporary Shelter/Safe Haven
\$74,950	Homeless Solutions	Temporary Shelter for men and women
\$171,275	County	COVID positive Shelter
\$56,128	County Admin	Administrative dollars
\$2,080,638		TOTAL

CV-CDBG 1

(funding below includes administrative costs if requested by the provider)

\$70,000	OTA	Motel rooms/food/transportation
\$60,000	County reimbursement	Food reimbursement (for funding given to food pantries)
\$246,225	Legal Services	Representation for consumers affected by COVID
\$154,750	Interfaith Food Pantry	Food delivery to seniors in low-income housing
\$40,000	County Nutrition	Extra meal for consumers in nutrition program**
\$296,243	Mental Health Association	Suicide Prevention Program
\$260,965	Unallocated	Community Programming (have proposals will be reviewed by Advisory Board)
\$36,011	County Admin	Administrative dollars
\$1,164,194		TOTAL

CV-CDBG 2 – the plan is pending with DCA. Have to wait for approval/contract to proceed

Proposed plan:

\$1,271,169	Unallocated	Economic Development (small business loans/grants)
\$141,240	County Admin	Administrative dollars
\$1,412,409		TOTAL

CV-CDBG 3 – signed documents will be submitted to HUD after 4/14/21
Commissioner's meeting. Have to wait for the contract to proceed

\$1,778,662	Unallocated	Foreclosure Prevention Program
\$733,484	Unallocated	Community Programming (have proposals will be reviewed by Advisory Board)
\$200,000	County Admin	Administrative dollars
\$2,712,146		TOTAL

Ms. Archer explained that before any funding was distributed from the State at the beginning of the pandemic, the County responded with handwashing stations in the Morristown area. A portable shower was placed at Homeless Solutions when they extended their warming center to twenty-four hours a day. In addition, the Safe Haven/temporary shelter was funded for the remainder of 2021.

When determining how the funding would be allocated, the County looked at our current ESG Providers for the ESG funding and Local, State, and National needs for all funding streams. Family Promise is receiving the money to develop a rapid rehousing program. Money is also going to the Office of Temporary Assistance (OTA) to place individuals in motel rooms and provide them with transportation. Legal Services will have a large influx of clients when the eviction moratorium ends; therefore, funding was allocated to support the anticipated community need. Interfaith Food Pantry developed a food delivery service in April 2020 for seniors living in low-income housing who could not come to the pantry. Since this was a direct response to COVID, funding was allocated to cover the program. Mental Health Association of Essex and Morris was also funded for a Suicide Prevention Program that will incorporate community and school programming.

The County has not received the contracts for CV-CDBG2 or CV-CDBG3 yet; therefore, these are just proposed plans.

CDBG2 plan is to develop an Economic Development Program to provide small business loans and grants. An official Request For Proposal (RFP) will be posted to find a provider to run the program for us.

There is a portion of funding set aside in CV-CDBG1 and CV-CDBG3 for community programming. A Request for Application (RFA) was posted, and applications will be reviewed soon. An additional plan for the CV-CDBG3 funds is to develop a Foreclosure Prevention Program. This program will also have an official RFP to find a provider to administer the program.

Ms. Carter invited three members from the HSAC to participate in a review panel for CV-CBDG3 funds. Nine applications related to those funds are received. The review panel is scheduled with four Community Development Revenue Sharing Committee members to put together funding recommendations at 1:00 pm on Tuesday, May 18, 2021. This review committee will consider eligibility, Housing and Urban Development's (HUD) national objective, and how the projects submitted would benefit the community to prevent, prepare for, and respond to the Coronavirus Pandemic. The projects must serve the majority of low to moderate-income persons or address an urgent need and be ready to implement immediately. Mr. David Johnston, Mr. Jeff Bashe, and Ms. Terry Connolly are the Commissioner-appointed, voting members of HSAC who volunteered to serve.

VII. Advisory Committee Reports
Workforce Development Board – Ms. Jane Armstong
One-Stop Operator Report

MORRIS/SUSSEX/WARREN (MSW) ONE-STOP VIRTUAL SERVICE OFFERINGS CONTINUE DURING PANDEMIC

The New Jersey Department of Labor (NJDOLE) continues to offer a full suite of online and telephonic jobseeker virtual services available through One-Stop offices. In-person services are not available due to concerns for the health and safety of customers and staff. Virtual services offered to unemployed and under-employed adult and dislocated workers, as well as businesses through the Morris, Sussex, and Warren One-Stop Career Center offices are as follows:

- Career Planning
- Assessment of Training Needs
- Occupational Skills Training
- Computer Basics Training
- English as a Second Language (ESL)
- Veteran Services
- Re-entry / Federal Bonding Services
- Assistance with Basic Unemployment Insurance Inquiries
- Business Services / Employer Hiring Inquiries
- Customer Job Search Support and Job Matching Assistance
- Assistance for Individuals with Disabilities
- Assistance with Resumes / Job Search / Interviewing Techniques

One-Stop Career Center services **not available** to the public at this time:

- In-Person Customer Walk-Ins / Career Consultations / In-Person Scheduling
- Access to the Public Resource Room (computers and phones)
- U.I. Services (computers and phones)

One-Stop Office Management Team contacts are as follows:

County	Morris	Sussex	Warren
NJDOL Manager	Leslie Drew (862) 397-5600 leslie.drew@dol.nj.gov	Peter Curley (609) 874-8420 peter.curley@dol.nj.gov	Anand Sumaithangi (908) 329-9152 anand.sumaithangi@dol.nj.gov
DVR Manager	Scott McGill , (862) 397-5600, Option #4, scott.mcgill@dol.nj.gov		

UNEMPLOYMENT INSURANCE (U.I.) CLAIMS PROCESSING

In-person Unemployment Insurance services remain suspended at N.J. One-Stop Career Center offices until further notice. U.I. claimant inquiries continue to get directed to the U.I. website **MyUnemployment.nj.gov**. Individuals with limited or no computer access should call any of the following U.I. Call Center numbers:

- North Jersey (201) 601-4100
- Central Jersey (732) 761-2020
- Southern Jersey (856) 507-2340

ONE-STOP CAREER CENTER BUSINESS SERVICES AND EMPLOYMENT OPPORTUNITIES

The Morris, Sussex, Warren Business Services Representatives (BSRs) continue to support employers and job seekers. Individuals seeking employment opportunities/job leads and employers having immediate hiring needs are directed to the following resources:

NJ COVID-19 Information and Business Information Hub

- National Labor Exchange website: <https://usnlx.com/>
- Businesses across New Jersey need workers for immediate hire. Visit this site for additional information: <http://jobs.covid19.nj.gov>.
- Employers in critical industries can submit information about openings with urgent hiring needs related to COVID-19 by visiting <https://jobs.covid19.nj.gov/intake>

For additional NJDOL business services information, please contact one of the following MSW Business Services Representatives:

Eva Fernandez Mobile: (609) 358-2696 Office: (862) 397-5600 x3975736 Eva.fernandez@dol.nj.gov v	Sean Hendricks Mobile: (609) 358-2885 Office: (862) 397-5600 x3975710 Sean.hendricks@dol.nj.gov v	Mark Ortega Veterans Business Rep Mobile: (609) 414-6991 Office: (862) 397-5600 x3975740 Mark.ortega@dol.nj.gov v	Marc Schweitzer DVR Business Rep Mobile: (609) 947-1431 Marc.schweitzer@dol.nj.gov v
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For State of New Jersey's COVID-19 Business Information Hub, visit <https://faq.business.nj.gov/>. You can find information on resources, assistance, and regulations and chat with an N.J. Department of State's Business Action Center representative.

MSW EMPLOYMENT AND TRAINING VIRTUAL SERVICES

Employment and Training Services (ETS) staff work remotely to deliver virtual career counseling/training services. Online training is available through NJDOL approved training providers. In-person classroom enrollments are allowed for Eligible Training Provider List (ETPL) approved providers who have posted their health and safety practices as required by the CDC and Department of Health to their website.

Morris, Sussex, and Warren county residents/job seekers interested in grant-funded career training should call (973) 285-6880 to schedule a training consultation with an ETS Training Counselor or send an email msw-ets@co.morris.nj.us.

PY20-3rd Qtr. ETS Training Enrollments (July 1, 2020-March 31, 2021) **Post-Secondary Training Enrollments**

Dislocated Workers Enrolled	Adults Enrolled	Youth Enrolled	On-the-Job Training Contracts
114	37		1

Other ETS Training Enrollments

Work First New Jersey (WFNJ)	Workforce Learning Link	Metrix On-Line Training	Tuition Waiver	*WFNJ Work Readiness	Youth Work Experience
0	45	16	3	23	15

() DHS/DFD has temporarily suspended In-person Work First NJ Work Readiness. For individuals seeking support voluntarily, ETS provides virtual career services to this public-assistance population. Enrollments reflect several WFNJ individuals actively engaged in ETS virtual career services training.*

GED/HSE Youth Training Enrollments

(Note: Morris & Warren have rolling youth enrollments. Sussex students typically start in the July summer program. No registrations for PY20 3rd quarter)

<u>Morris County</u> <i>NewBridge - JobsPlus</i>		<u>Sussex County</u> <i>Sussex County Technical School</i>		<u>Warren County</u> <i>Phillipsburg Youth Based Services</i>	
# Enrolled	# Attained HSE	# Enrolled	# Attained HSE	# Enrolled	# Attained HSE
11	10	0	0	15	4

**Topmost Requested Virtual/Online and In-Person Training Programs
3rd Qtr. (Jul 1, 2020-March 31, 2021)**

Dislocated Workers & Adults		Youth	
On-Line / Virtual	In-Person / Classroom	On-Line / Virtual	In-Person / Classroom
Medical Assistant	Commercial Driver License (CDL)	Healthcare/Medical	Healthcare/Medical/Phlebotomy
IT Technology	Medical Assistant / Clinical & LPN	Electrician Apprentice Program	Electrician Apprenticeship Program
Project Management		Veterinary Assistant	Automotive Technician
Accounting & Bookkeeping			
Social Media/Marketing			

Morris, Sussex, Warren HIV Advisory – Mr. Bob Armstrong

The Advisory did not meet since the last HSAC meeting. Our next meeting is Monday, May 17, 2021, at 1:00 pm virtually.

The 2021 New Jersey AIDS Walk will be held on Sunday, May 2, 2021. This is a free event and family and Covid friendly. There are five County Partners in five locations throughout the County. They will have tents or tables set up with information and giveaways. The walk will culminate in Morris Plains near the Human Services building, with local representatives speaking about the HIV/AIDS Crisis.

Mental Health Substance Abuse Advisory Board – Ms. Linda Csengeto

- DMHAS was able to partner with DOH and Wal-Mart to vaccinate Residential Consumers and Staff within the Mental Health System;

In the proposed budget, there will be an increase of the fair market rates for DMHAS subsidies;

Agencies under contract with the DMHAS are required to develop and implement a cultural competency plan. Research shows that organizational and individual cultural competence can improve engagement and therapeutic relationships and treatment retention and outcomes. There are training centers that provide technical assistance in the form of workshops to assist in the development of such plans;

- A flyer was provided regarding the DCA's lottery for Emergency Rental Assistance Phase II Enrollment for landlords to apply for their tenants. Enrollment opened on March 22. Apply at DCA's online portal: <https://njdca.onlinepha.com>.
- A flyer was provided for a Virtual Support Group for Asian American and Pacific Islander Women to share experiences and reactions to the recent Anti-Asian violence. The Virtual Support Group already took place on March 30; however, you can call Jacqueline Kim Szabo, LCSW, 201-497-4254 for more information;

- CARES ACT Financial Assistance funding for persons with disabilities that have been affected by the Coronavirus. Contact DAWN Center for Independent Living at 973-625-1940.
- A new resource for COVID Telehealth Services is available for anyone suffering emotionally during this pandemic. It is a counseling linkage program via Telehealth. The grant will cover the cost your insurance doesn't. Call 1-833-223-0011.

Council on Aging Disabilities & Veterans – Ms. Shawna Bailey

The Office on Aging, Disabilities and Community Programming will hold a Drive-thru pick-up event COVID 19 Wellness event on April 12, 2021, at the County Library from 10:00 am to 1:00 pm. The kit includes the following: touchless tool kit, reusable mask and lanyard, jar opener and hand sanitizer and wipe, and several pamphlets on COVID 19, Project Lifesaver (tracking device), and St. Clare's: Senior Care Team. Hope One and Navigating Hope will also be onsite.

The Morris County Office on Aging, Disabilities, and Community Programming is holding a public meeting to discuss the spending plan for the 2022 Area Plan Contract under The Older Americans Act.

The meeting will be held virtually via WebEx on Tuesday, May 4, 2021, at 11:00 am.

Go to: <https://www.morriscountynj.gov/Departments/Human-Services/Human-Services-Boards-Committees/Advisory-Council-on-Aging-Disabilities-Veterans>

If you need additional information or wish to receive documents that will be reviewed at the hearing, contact Maria Rosario, Morris County Office on Aging, Disabilities & Community Programming, (973) 285-6847, Monday through Friday, between 8:30 am – 4:30 pm. Comments may also be mailed to Morris County Office on Aging, Disabilities & Community Programming, P.O. Box 900, Morristown, NJ 07963-0900 or email mrosario@co.morris.nj.us. Comments must be received by April 27, 2021.

Nutrition Highlights

- ✓ Initiative to pre-register homebound consumers for in-home vaccination of J&J.
- ✓ The weekend menu for home-delivered meals has been revised to offer seniors a better variety of meals.

MAPS (Morris Area Paratransit System)

The vehicle capacity has increased from 50% to 75% due to more requests for shopping trips, doctor and vaccine appointments.

Advisory Committee on Women – Ms. Joann Bjornson

Overview: The committee met on April 20, 2021. The plan focused on an ALICE presentation from United Way of Northern NJ. We also had a guest from Morris Hills High School writing an article about the Advisory Committee.

Presentation on the ALICE Project: Molly Rennie, Director of Strategic Partnerships at United for Alice, presented to the committee. ALICE indicates Asset Limited, Income

Constrained, and Employed. Through the presentation, the committee learned that in Morris County, 65% of a single female head of households were below the ALICE income threshold, as were 41% of senior households. The committee will be discussing the information learned at the presentation as we focus on our projects going forward. Ms. Rennie suggested the committee research a program called United in Care, which focuses on providing safe and reliable child care to help get parents back to work in the aftermath of the pandemic.

Goals: The committee is interested in learning about the HSAC's Needs Assessment when it becomes available. The committee plans to use the information learned from the ALICE presentation and the Needs Assessment to define the committee's focus in the future.

Publicity: The committee plans to submit a write-up to the Morris County newsletter every other month on an ongoing basis. Topics will include information the committee deems will be of interest to women in Morris County.

The next meeting is scheduled for May 18, 2021.

Youth Services Advisory Committee – Mr. Dave Johnson PRESENTATIONS

Ashley Craig, Morris County Sheriff's Office, oversees the Responsible School Violence Prevention, RSVP-3 Morris County, NJ Program. RSVP-3 Morris County, NJ is an anonymous tip software application that allows anyone in Morris County to anonymously report any act or instance that threatens or harasses someone in schools or the community. Example of things that may be reported include threats of suicide, self-harm, drug and alcohol, depression, fighting, sexual assaults, etc. Information received is recorded in real time. The Responsible School Violence Prevention Program collaborates with schools, mental health, law enforcement, and an investigating team. The program is monitored 24/7 365 per year. Tips go to the Morris Communications Center as well as the Morris County Sheriff's Office to immediately dispatch assistance to towns and/or school, as appropriate.

Anyone can download the RSVP-3 Morris County, NJ App. To date, there are five schools on board and 39 police departments. For additional information about the RSVP-3 Morris County, NJ app, contact Ashley Craig at acraig@co.morris.nj.us.

GENERAL ANNOUNCEMENTS

- Sandy Gogerty from the county superintendent's office announced that the new interim executive county superintendent of schools is Dr. Timothy Perez, he will be fulltime in Morris County.
- Carly Sinnott from Prevention is Key (PIK) talked about Adverse Childhood Experiences (ACES) work group –b, with the goal of bringing awareness about ACES to the Community. During this work group, Dave Ellis reported youth serving agencies interested in trauma training could do so through PIK. If interested contact Carly at csinnott@mcpiik.org

- Jackie Looby from Neighborhood House announced that they are hosting an 8 part series on mindfulness for teens there are 25 slots available. Check their website for additional information.
- Deirdre's House – is having its wine tasting fundraiser April 17 and is still accepting referrals. They are offering free counseling, as long as case management services have closed.
- Warren Ververs from St. Clare's Counseling Services – is seeing a huge number of referrals for youth and adults averaging about 100 referrals per month
- Holly Dinney, Family Support Organization - is working with Atlantic Health on inviting agencies and parents to a conversation to identify where the gaps are for youth going back to school. Aiming for May 24 for the event.

VIII. Partnership Announcements

Continuum of Care (CoC) – Ms. Terry Connolly

Our Notice Of Intent (NOI) was posted. This year the CoC will be funding permanent housing, rapid rehousing, joint transitional living/rapid rehousing, and coordinated entry type programs. We will not be financing transitional living or service-only projects, except for coordinated entry. This Decision was not based upon the performance of particular organizations or programs but a strategic shift in funding by HUD.

The Technical Session was held, and six new organizations attended. We are hoping to received new applications for them for CoC funding this year. Applications are due at the end of May.

IX. Old Business

Homeless Trust Fund – Mr. Jeff Bashe

We are working with Monarch Housing to present a report to the Morris County Board of County Commissioners.

X. New Business

Commissioner DeFlippio announced that the County is still waiting on clarification from the State as to whether or not the Johnson and Johnson vaccines can be used for our homebound residents. Vaccines that take two shots have concerns about the refrigeration, or the deep freezer needs to store them.

Morris County leads the State for people ages 65 and older who have received their vaccination. We are having a hard time getting the Hispanic population vaccinated. We are brainstorming and putting together some ideas with these communities. We can provide transportation to and from our mega site at the Rockaway mall via MAPS for those communities.

The most recent round of COVID money that the County received is a little over \$94 million. Many staff members and Commissioners are brainstorming about where that money can be best used; we are coming up with some great programs and ideas. If you have suggestions, feel free to speak to your counterparts at the County. They are sharing your thoughts with us, and we are putting together a list. We do not have the money in

hand; we do not know when we are getting it. Nor do we know the rules for the use of the funds.

Small business and restaurant owners are stating concerns associated with persons applying for jobs. Applicants are asking for payment in cash; when they are told the business doesn't work that way, the applicant leaves.

Ms. Bjornson stated that Code Blue is still a need and voiced some concerns with recent Code Blue nights. She has been in contact with the County regarding her concerns, and solutions are being discussed. Mr. Bashe added that Code Blue is an important and relevant topic and part of the Homeless Trust Fund (HTF) discussions. The HTF enables funding to go directly to Code Blue services within the County and is the only dedicated funding source for Code Blue.

Ms. Bjornson expressed concern about the increased aggression from people in the community. There have been violent threats, suicide, murder, overdose, and sexual assault. None of this is new, but all have taken place since January. This escalation affects not only our staff but the people that we serve with the community in general.

Ms. Roers mentioned that N.J. Spotlight highlighted the Census results. There will be detailed information on the data coming out in September.

XI. Public Comment – There was no comment from the public.

XII. Adjournment

A motion to adjourn the meeting was made by Ms. Roers and seconded by Mr. Bashe. All were in favor, and Ms. McEniry adjourned the meeting at 6:40 pm.

Respectfully Submitted,

Anna Marie Hess
Clerk II