

Minutes

Cuyahoga County Board of Control  
Monday, December 4, 2023 at 11:00 A.M.  
County Headquarters  
2079 East Ninth Street  
Committee Room B

**I – CALL TO ORDER**

The meeting was called to order at 11:01 a.m.

Attending:

Michael Chambers, Fiscal Officer, Fiscal (serving as Chairman)  
Katherine Gallagher, Chief of Operations and Community Innovation, Executive’s Office  
(Alternate for Chris Ronaye)  
Trevor McAleer, County Council (Alternate for Pernel Jones, Jr.)  
Councilman Dale Miller  
Councilwoman Meredith Turner  
Nichole English, Administrator, Planning and Programming, Department of Public Works  
(Alternate for Michael Dever)  
Paul Porter, Director, Department of Purchasing

**II – REVIEW MINUTES – 11/27/2023**

Michael Chambers motioned to approve the minutes from the November 27, 2023 meeting; Meredith Turner seconded. The minutes were approved by unanimous vote, as written.

**III – PUBLIC COMMENT**

There was no public comment.

**IV- CONTRACTS AND AWARDS**

**A. – Tabled Items**

**B. – New Items for Review**

**BC2023-769**

Department of Public Works,

- a) Submitting an RFP exemption, which will result in an award recommendation to U.S. Bank National Association in the amount not-to-exceed \$360,000.00 for routine fuel purchases for the County Fleet Division for the period 1/1/2024 – 12/31/2024.
- b) Recommending an award on Purchase Order No. 23005107 to U.S. Bank National Association in the amount not-to-exceed \$360,000.00 for routine fuel purchases for the County Fleet Division for the period 1/1/2024 – 12/31/2024.

Funding Source: Maintenance Garage Funds

Tom Pavitch, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-769 was approved by unanimous vote.

**BC2023-770**

Department of Public Works, submitting an amendment to Contract No. 2425 with Patriot Industrial Technologies, LTD for water treatment chemicals and services for boiler and air conditioning equipment at various County buildings for the period 5/4/2022 – 5/3/2024 to extend the time period to 12/31/2024 and for additional funds in the amount not-to-exceed \$23,000.00.

Funding Source: General Fund

Tom Pavitch, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2023-770 was approved by unanimous vote.

**BC2023-771**

Department of Public Works, submitting an amendment to Contract No. 2801 with Cold Harbor Building Company for the purchase of replacement generators located at the Cuyahoga County Medical Examiner's Building to change the scope of services to include ADA improvements to the parking lot and for additional funds in the amount not-to-exceed \$298,329.52.

Funding Source: Capital Projects Fund

Matt Rymer, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-771 was approved by unanimous vote.

**BC2023-772**

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to Nexum, Inc. in the amount not-to-exceed \$26,456.82 for the purchase of (1) replacement Palo Alto Networks Firewall and accessories, including software support and maintenance services for a period of 3 years.
- b) Recommending an award on Purchase Order No. 23004648 to Nexum, Inc. in the amount not-to-exceed \$26,456.82 for the purchase of (1) replacement Palo Alto Networks Firewall and accessories, including software support and maintenance services for a period of 3 years.

Funding Source: Health and Human Services Levy Fund

Kristen Kaspar, Department of Information Technology, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-772 was approved by unanimous vote.

**BC2023-773**

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to AT&T Corp. in the amount not-to-exceed \$8,262.00 for a state contract purchase of ISDN Prime network and telecommunication services for the period of 1/1/2024 – 12/31/2024.
- b) Recommending an award on Purchase Order No. 23005085 to AT&T Corp. in the amount not-to-exceed \$8,262.00 for a state contract purchase of ISDN Prime network and telecommunication services for a period of 1/1/2024 – 12/31/2024.

Funding Source: General Fund

Kristen Kaspar, Department of Information Technology, presented. Dale Miller asked is there any anticipation of replacing the current phone system and if so, what will it be replaced with. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2023-773 was approved by unanimous vote.

**BC2023-774**

Department of Information Technology, submitting an amendment to Contract No. 1086 (formerly CE1500162) with AT & T Corp. for Centrex telephone and messaging services for the period 6/1/2014 – 12/31/2023 to extend the time period to 12/31/2024 to change the terms, effective upon signatures of all parties, and for additional funds in the amount not-to-exceed \$400,000.00.

Funding Source: General Fund

Kristen Kaspar, Department of Information Technology, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2023-774 was approved by unanimous vote.

**BC2023-775**

Department of Information Technology, submitting an amendment to Contract No. 3966 (fka Contract No. 1190 and CE1900168) with AT & T Corp. for long distance services for the period 1/1/2019 – 12/31/2023 to extend the time period to 12/31/2026, to change the terms, effective 1/1/2024, and for additional funds in the amount not-to-exceed \$90,000.00.

Funding Source: General Fund

Kristen Kaspar, Department of Information Technology, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2023-775 was approved by unanimous vote.

**BC2023-776**

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Contract No. 3007 (formerly Contract No. 1790) with Case Western Reserve University, Mandel School of Applied Social Sciences for evaluation services of the Safe Harbor Docket Programs for the period 7/1/2021 – 6/30/2023 to extend the time period to 6/30/2024, to change the terms, effective 7/1/2023, and for additional funds in the amount-not-to-exceed \$23,000.00.

Funding Source: RECLAIM Grant

Sharon Allen, Juvenile Court Division, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-776 was approved by unanimous vote.

**BC2023-777**

Court of Common Pleas/Juvenile Court Division, recommending awards and enter into agreements with various municipalities in the total amount not-to-exceed \$9,900.00 for Community Diversion Program services for the period 1/1/2024 – 12/31/2024:

- a) Agreement No. 3928 with City of North Olmsted in the amount not-to-exceed \$9,300.00.
- b) Agreement No. 3941 with City of Pepper Pike in the amount not-to-exceed \$600.00.

Funding Source: Health and Human Services Levy Fund

Sharon Allen, Juvenile Court Division, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2023-777 was approved by unanimous vote.

**BC2023-778**

Court of Common Pleas/Juvenile Court Division,

- a) Submitting an RFP Exemption, which will result in an award recommendation to Renounce Denounce Gang Intervention Program Corp. in the amount not-to-exceed \$78,600.00 for mentoring services for Court referred youths ages 11 to 18 with high risk for recidivism for the period 7/1/2023 – 6/30/2024.
- b) Recommending an award and enter into Contract No. 3932 with Renounce Denounce Gang Intervention Program Corp. in the amount not-to-exceed \$78,600.00 for mentoring services for Court referred youths ages 11 to 18 with high risk for recidivism for the period 7/1/2023 – 6/30/2024.

Funding Source: RECLAIM Grant

Sharon Allen, Juvenile Court Division, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2023-778 was approved by unanimous vote.

**BC2023-779**

Court of Common Pleas/Juvenile Court Division,

- a) Submitting an RFP Exemption, which will result in award recommendations to various providers in the total amount not-to-exceed \$245,481.90 for positive youth development services for Court referred youths with high risk for recidivism for the period 7/1/2023 – 6/30/2024:
  - 1) Friendly Inn Settlement, Inc. for youths ages 16 to 18 in the amount not-to-exceed \$132,501.90.
  - 2) Let Art Breathe The LAB Inc. for youths ages 11 to 20 in the amount not-to-exceed \$112,980.00.

b) Recommending awards and enter into Contracts with various providers in the total amount not-to-exceed \$245,481.90 for positive youth development services for Court referred youths with high risk for recidivism for the period 7/1/2023 – 6/30/2024:

- 1) Contract No. 3935 with Friendly Inn Settlement, Inc. for youths ages 16 to 18 in the amount not-to-exceed \$132,501.90.
- 2) Contract No. 3937 with Let Art Breathe The LAB Inc. for youths ages 11 to 20 in the amount not-to-exceed \$112,980.00.

Funding Source: RECLAIM Grant

Sharon Allen, Juvenile Court Division, presented. There were no questions. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2023-779 was approved by unanimous vote.

**BC2023-780**

Court of Common Pleas/Juvenile Court Division,

- a) Submitting an RFP Exemption, which will result in an award recommendation to Nerve DJ Institute Corporation in the amount not-to-exceed \$75,000.00 for educational and vocational services for Court referred youths ages 16 to 20 with high risk for recidivism for the period 7/1/2023 – 6/30/2024.
- b) Recommending an award and enter into Contract No. 3987 with Nerve DJ Institute Corporation in the amount not-to-exceed \$75,000.00 for educational and vocational services for Court referred youths ages 16 to 20 with high risk for recidivism for the period 7/1/2023 – 6/30/2024.

Funding Source: RECLAIM Grant

Sharon Allen, Juvenile Court Division, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-780 was approved by unanimous vote.

**BC2023-781**

Sheriff's Department,

- a) Submitting an RFP exemption, which will result in an award recommendation to Kustom Signals, Inc. in the amount not-to-exceed \$6,585.00 for a state contract purchase of (3) Hand-Held Lidar ProLaser 4 bundle and accessories.
- b) Recommending an award on Purchase Order No. 23004787 to Kustom Signals, Inc. in the amount not-to-exceed \$6,585.00 for a state contract purchase of (3) Hand-Held Lidar ProLaser 4 bundle and accessories.

Funding Source: Operation Stonegarden Grant

Chris Costin, Sheriff's Department, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2023-781 was approved by unanimous vote.

**BC2023-782**

Department of Public Safety and Justice Services, recommending an award on RQ12901 and enter into Purchase Order No. 23004786 with Infinite Protection LTD (27-3) in the amount not-to-exceed \$96,000.00 for the purchase of (2) Self-Contained Mobile Camera Surveillance Units for the Cuyahoga County Board of Elections and the Cuyahoga County Sheriff Criminal Justice Information Sharing Program.

Funding Source: 50% FY2021 Law Enforcement State Homeland Security Grant Program and 50% FY2022 Urban Area Security Initiative Grant Fund

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-782 was approved by unanimous vote.

**BC2023-783**

Department of Public Safety and Justice Services, on behalf of the Medical Examiner’s Office,

- a) Submitting an RFP exemption, which will result in an award recommendation to Fisher Scientific Company, LLC in the amount not-to-exceed \$12,546.00 for a joint cooperative purchase of (3) Aria anti-vibration tables.
- b) Recommending an award on Purchase Order No. 23005030 to Fisher Scientific Company, LLC in the amount not-to-exceed \$12,546.00 for a joint cooperative purchase of (3) Aria anti-vibration tables.

Funding Source: American Rescue Plan Act Crime Lab Backlog Grant

Hugh Shannon, Medical Examiner’s Office, presented. Dale Miller asked what situations need to occur where this purchase would be used. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2023-783 was approved by unanimous vote.

**BC2023-784**

Department of Health and Human Services/Division of Children and Family Services, recommending an award on RQ12991 and enter into Contract No. 3926 with Community of Hope (31-1) in the amount not-to-exceed \$150,000.00 for trauma informed team mentoring services for young adults ages 18-24 who have and/or are aging out of the foster care system in Cuyahoga County for the period 1/1/2024 – 12/31/2024.

Funding Source: 34% Title IV-E and 66% Health and Human Services Levy Fund

Marcos Cortes, Department of Health and Human Services, presented. Dale Miller asked is there any reason as to why there would only be one response to this project. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-784 was approved by unanimous vote.

**BC2023-785**

Department of Health and Human Services/Division of Children and Family Services, recommending an award and enter into Agreement No. 3940 with Ohio Attorney General c/o Treasurer, State of Ohio/Bureau of Criminal Identification and Investigation in the amount not-to-exceed \$450,000.00 for National Webcheck Program services and equipment for criminal background checks on childcare provider applicants for the period 1/1/2024-12/31/2026.

Funding Source: State Foster and Adoptive Parent Recruitment Fund

Marcos Cortes, Department of Health and Human Services, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-785 was approved by unanimous vote.

**BC2023-786**

Department of Health and Human Services/Community Initiatives Division/Family and Children First Council, submitting an amendment to Contract No. 2502 with College Now Greater Cleveland, Inc. for the coordination of (6) out-of-state exposure field trips/college tours for the Closing the Achievement Gap Program for the period 8/3/2022 – 12/31/2023 to extend the time period to 12/31/2024, to change the number of field trips to (3), add Exhibits 1-A and 2-A Scope of Work and Budget, effective 1/1/2024, and for additional funds in the amount not-to-exceed \$125,000.00.

Funding Source: Health and Human Services Levy Fund

Kathleen Stewart, Family and Children First Council, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2023-786 was approved by unanimous vote.

**BC2023-787**

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting an amendment to Contract No. 1784 with United Way of Greater Cleveland for implementation and administrative services for the Family Space Program for the period 11/1/2021 – 12/31/2023 to extend the time period to 12/31/2024, to amend the terms and add Exhibit II-A budget, effective 1/1/2024, and for additional funds in the amount not-to-exceed \$200,000.00.

Funding Source: Health and Human Services Levy Fund

Marcos Cortes, Department of Health and Human Services, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-787 was approved by unanimous vote.

**BC2023-788**

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood,

- a) Submitting an RFP Exemption, which will result in an award recommendation to The Osgood Group, LLC in the amount not-to-exceed \$70,000.00 for strategic planning consultant services and creating framework for the development of a three-year strategic plan effective upon contract signatures of all parties through 12/31/2024.
- b) Recommending an award and enter into Contract No. 3961 with The Osgood Group, LLC in the amount not-to-exceed \$70,000.00 for strategic planning consultant services and creating framework for the development of a three-year strategic plan effective upon contract signatures of all parties through 12/31/2024.

Funding Source: Health and Human Services Levy Fund

Marcos Cortes, Department of Health and Human Services, presented. Dale Miller stated that this is great initiative to complete; asked if this project will include evaluation of the program as a whole or in part; asked if there was a way to get more private funding to support the program. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2023-788 was approved by unanimous vote.

**BC2023-789**

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting an amendment to Contract No. 2590 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service for eviction prevention services in connection with the alternative housing and related services and support for COVID Recovery - Continuum of Care program for the period 1/1/2023 – 12/31/2023 to extend the time period to 12/31/2024, to modify the scope of services for eviction prevention services by providing support services only, effective 1/1/2024, and for a decrease of funds in the amount of (\$70,000.00).

Funding Source: General Fund – American Rescue Plan Act Revenue Replacement (ARPA)/Provision of Government Services

Marcos Cortes, Department of Health and Human Services, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2023-789 was approved by unanimous vote.

**BC2023-790**

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting an amendment to a Master Contract with various providers for rapid re-housing services for homeless families and shelters in connection with the FY2021 Continuum of Care Homeless Assistance Grant Program for the period 6/1/2022 – 5/31/2024, to change the terms by adding Exhibit II-B Budget, effective 6/1/2023, and for additional funds in the amount not-to-exceed \$494,088.00:

- a) Contract No. 2806 Family Promise of Greater Cleveland in the amount not-to-exceed \$55,643.00.
- b) Contract No. 2811 The Salvation Army in the amount not-to-exceed \$174,731.00.
- c) Contract No. 2812 West Side Catholic Center in amount not-to-exceed \$60,584.00.
- d) Contract No. 2903 Journey Center for Safety and Healing in the amount not-to-exceed \$203,130.00.

Funding Source: US Department of Housing and Urban Development Rapid Rehousing for Families Grant

Erin Rearden, Office of Homeless Services, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2023-790 was approved by unanimous vote.

**C. – Consent Agenda**

There were no questions or comments on the Consent Agenda items. Dale Miller motioned to approve Consent Agenda Item No. BC2023-791 through -793; Meredith Turner seconded. The Consent Agenda Items were approved by unanimous vote.



**BC2023-791**

Department of Information Technology, recommending to declare excess County computers and IT Equipment as surplus County-owned property, no longer needed for public use; requesting authority to sell surplus property to Info@Ret3.org. for a fee in the amount of \$1.00 for the month of October 2023 in accordance with E02012-0001.

Funding Source: Revenue Generating

**BC2023-792**

Fiscal Department, presenting proposed travel/membership requests for the week of 12/4/2023:

Dept:	Department of Health and Human Services/Community Initiatives Division/Office of Re-entry							
Event:	BJA Violent Crime Reduction Summit							
Source:	U.S. Department of Justice & Bureau of Justice Assistance							
Location:	Indianapolis, Indiana							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Fred Bolotin	12/10/2023 – 12/13/2023	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Bureau of Justice Assistance

\*Paid to host

\*\*Staff reimbursement

\*\*\* Airfare will be covered by a contract with the County’s Travel Vendor

\*\*\*\*All expenses are being paid by the Bureau of Justice Assistance

Lodging-\$445.80

Meals-\$200.00

Ground Trn/Mileage- \$670.13

Total-\$1,315.93

**Purpose:**

The U.S. Department of Justice (DOJ), Bureau of Justice Assistance (BJA) Violent Crime Reduction Summit: Partnerships for Safer Communities, will be held on December 11–13, 2023, in Indianapolis, Indiana. The summit will bring together up to 1,500 local and federal partners from across the country. Panelists and speakers will include nationally recognized criminal justice practitioners and subject-matter experts who will conduct interactive team sessions that offer action-oriented, proven strategies to build capacity in areas such as prevention, intervention, and reentry strategies; enforcement, investigative, and prosecution strategies; community and partner engagement; and youth engagement.

**BC2023-793**

Department of Purchasing, presenting proposed purchases for the week of 12/4/2023:

**Direct Open Market Purchases**  
**(Purchases between \$5,000 - \$49,999.99 unless requiring assistance from**  
**the Department of Purchasing – See Below):**

Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
23005075	(9,000 lbs) Certified sealant for pavement repairs	Department of Public Works	D.J.L. Material & Supply, Inc.	\$5,130.00	Road and Bridge Fund

**Items/Services Received and Invoiced but not Paid:**

Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
23004990	Out-of-home emergency placement services for the period 10/1/2023 – 10/26/2023*	Division of Children and Family Services	Blended Family Home, LLC	\$16,900.00	66% Health and Human Services Levy Fund and 34% Title IV-E Reimbursement Fund
23005184	Concrete for various county projects**	Department of Public Works	Carr Bros., Inc.	Not-to-exceed \$25,000.00	Road and Bridge Fund

\*Approval No. BC2023-561, dated 9/5/2023, which amended Approval No. BC2022-767, dated 12/12/2022, which approved an alternative procurement process and exemption from aggregation on various purchase orders, which will result in various award recommendations to various licensed providers in the total amount not-to-exceed \$250,000.00 for reimbursement for out-of-home care placement services for the period 12/1/2022 – 12/31/2024, by changing the amount not-to-exceed amount from \$250,000.00 to \$500,000.00.

\*\*Approval No. BC2023-751, dated 11/20/2023, which amended various Board approvals on various dates authorizing an alternative procurement process and resulted in various award recommendations in the total amount not-to-exceed \$320,000.00 for the purchase of concrete materials on an as-needed basis for repair and maintenance projects throughout Cuyahoga County for the time period 12/19/2022 - 12/18/2024 for additional funds in the amount not-to-exceed \$200,000.00.

**V. – OTHER BUSINESS**

**Item of Note (non-voted)**

**Item No. 1**

**Contracts \$0.00 – \$4,999.99 – Processed and executed (no vote required)**

RQ No.	Contract Number	Vendor	Service Description	Amount	Department	Date(s) of Service	Funding Source	Date of Execution
RQ 8737	Amend Contract No. 2878	YMCA of Greater Cleveland	Shelter and treatment services in connection with alternative housing and related services and support for COVID recovery	\$-0-	Community Initiatives Division/Office of Homeless Services	1/1/2023 – 12/31/2023 <b>to extend the time period to 12/31/2024</b>	(Original) General Fund – American Rescue Plan Act Revenue Replacement (ARPA)/Provision of Government Services	11/15/2023 (Executive) 11/14/2023 (Law)
RQ 8737	Amend Contract No. 2979	YMCA of Greater Cleveland	Building rehabilitation and repair in connection with alternative housing and related services and support for COVID recovery	\$-0-	Community Initiatives Division/Office of Homeless Services	1/1/2023 – 12/31/2023 <b>to extend the time period to 12/31/2024</b>	(Original) General Fund – American Rescue Plan Act Revenue Replacement (ARPA)/Provision of Government Services	11/15/2023 (Executive) 11/14/2023 (Law)
RQ 42571	Amend Contract No. 604	R Engineering Team, LLC	General mechanical, electrical and plumbing architectural and engineering services	\$-0-	Department of Public Works	10/23/2018 – 12/31/2023 <b>to extend the time period to 12/31/2024</b>	(Original) General Fund	11/20/2023 (Executive) 11/17/2023 (Law)
No.RQ	Amend Contract No. 2490	Nexum, Inc.	Consulting and design services in connection with the Data Center Design Project, <b>to update insurance requirements, attached as Schedule A</b>	\$-0-	Department of Information Technology	6/22/2022 – 12/31/2023 <b>to extend the time period to 12/31/2024</b>	(Original) General Fund	11/21/2023 (Executive) 11/22/2023 (Law)
RQ 11914	Amend Contract No. 3299	Perk Company, Inc.	Resurfacing Hillard Road (CR-69) from Warren Road to Riverside Drive in the City of Lakewood in connection with	\$-0-	Department of Public Works	N/A	(Original) 80% Federal Fund, 10% \$5.00 Motor Vehicle License Tax Fund and 10% City of Lakewood	11/21/2023 (Executive) 11/28/2023 (Law)

			the 2021 – 2024 Transportation Improvement Program					
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**LPA Agreements – Processed and executed (no vote required)**

Approving Resolution	Public convenience and welfare project description	Total Estimated Project Cost	Total Actual Project Cost	Funding Source	Date of Execution
R2023-0106	Rehabilitation of Lee Road Bridge No. 00.77 over Mill Creek in the City of Maple Heights – Council District 8	\$4,892,500.00	N/A	\$3,914,000.00 – Federal Fund \$978,500.00 – Road and Bridge Fund	11/20/2023

**VI. – PUBLIC COMMENT**

There was no public comment.

**VII. – ADJOURNMENT**

Michael Chambers motioned to adjourn; Meredith Turner seconded. The motion to adjourn was unanimously approved at 11:31 a.m.