CRA Regular Board Meeting
Quincy City Hall August 5, 2025
404 W. Jefferson St. - Quincy, Florida 6:00 pm

Call to Order
Chairperson Dr. Nash called the meeting to order at 6:03 pm.

The Quincy Community Redevelopment Agency Regular Board met on Tuesday, August 5, 2025, with the following other members present at roll call: Member Dr. Wood, Member Knight, Member Harris and Member Stephens

Also in attendance:
Manager Forehand, Attorney Brown, and Transcriptionist Pam Tribue

Approval of Agenda
Motion by Member Knight to approve the agenda as printed, seconded by Chairperson Dr. Nash, motion carried 5-0.

Adoption of Minutes: July 1, 2025/Board Regular Meeting and July 9, 2025/Board Regular Meeting
Motion by Member Stephens to approve the minutes from July 1st and July 9th, seconded by Chairperson Dr. Nash, motion carried 5-0.

Manager's Report:
Old Business
Bylaws
Attorney Brown provided the revised bylaws.
Discussion:

- Manager Forehand referred to section 9.5 – Removal of QCRA Advisory Board Members. There is referral to failure to attend three meetings, she asked if that included all meetings (regular/special/emergency/workshops) when counting absences?
  - Member Harris stated he would not include all meetings, only regular meetings. He also asked if excused absences would be included.
- Member Dr. Wood asked how far in advance should members be advised of meetings? Attorney Brown indicated at least 24 hr. notice is required for regular and special meetings, while emergency meetings notice should be as soon as possible. Member Dr. Wood pointed out that the notice for the advisory board special meeting was posted on the same day as the meeting, which is not fair to them if they already had plans.
- Member Stephens agrees with Member Harris that all meetings should not be included, neither should excused absences. He would like to recommend changes to this section allowing the QCRA regular board to recommend removal due to cause. His recommendation for the first sentence of 9.5 to read. **"A QCRA Advisory Board Member may be removed from office before the expiration of his/her term if the advisory board member fails to attend three or more regular advisory meetings within a fiscal year without being excused."** He also suggested that the second sentence reads, **"Additionally, a QCRA Advisory ……………… by the QCRA Advisory Board and/or finding of cause by the QCRA."**
- There was additional discussion.

Motion by Member Stephens that sentence one of the Bylaws, Section 9.5 should read: "A QCRA Advisory Board Member may be removed from office before the expiration of his/her term if the *advisory board member fails to attend three (3) or more regular advisory board meetings within a fiscal year without being excused", seconded by Chairperson Dr. Nash,*

Discussion: Manager Forehand asked for clarification on "excused." It was decided that those members in attendance would vote on whether this would be voted on by the members in attendance.

motion carried 5-0.

Motion by Member Dr. Wood to changing the last sentence by adding "and/or" seconded by Chair Dr. Nash,

Discussion: Attorney Brown indicated that by doing it this way it is giving two options, 1. Recommendation by advisory board and 2. Finding of cause by regular board

motion and second withdrawn.

Motion by Member Stephens that the second sentence in 9.5 shall read: "Additionally, a QCRA Advisory Board Member may be removed from office upon recommendation by the QCRA Advisory Board and a finding of cause by the QCRA Board, or an independent finding of cause by the QCRA Board, seconded by Chairperson Dr. Nash, motion carried 5-0.

Manager Forehand referred to page 5 of 8, sections 7.3 and 7.6, there is reference to the State Department Financial Services, the correct name should be Florida Department of Financial Services.

Motion by Member Stephens to replace State Department Financial Services with Florida Department of Financial Services in sections 7.3 and 7.6, and in section 6.6 to change the last sentence to read "Voting by members participating electronically, shall not be permitted unless allowed by Florida law, seconded by Member Harris, motion carried 5-0.

Attorney Brown pointed out the changes he made that are highlighted in yellow.

Motion by Member Stephens to adopt the bylaws with all the changes made and those changes highlighted by Attorney Brown, seconded by Member Knight, motion carried 5-0.

Transcriptionist Tribue pointed out that according to the bylaws Meeting Notices must be posted to the QCRA website at least 24 hours prior to the meeting. The notice previously mentioned was posted on the QCRA website on the Friday before the meeting and then posted on the City's website and Facebook page on Monday.

This prompted a discussion about the two websites QCRA, City of Quincy and the Facebook page. Ms. Tribue does not have access to the later sights and forwards the announcements to the City Clerk for posting. This is not a requirement but done as a way to inform as many as possible. Member Dr. Wood stated this is an issue and there needs to be one site for consistency.

Member Stephens recommended that a notation be added to the post indicating the day it is posted to the QCRA website. The board agrees but still wants this looked at to avoid confusion.

Manager Forehand stated that staff are in conversation with Steven from IT in an attempt to work this together, to avoid conflict. He will be working with Ms. Tribue to resolve this issue.

Attorney Brown asked that the board authorize the Chairperson to sign the bylaws once the recommended changes are made.
Motion by Member Dr. Wood to authorize Chairperson Dr. Nash to sign the bylaws once Attorney Brown makes the approved changes, second by Member Harris, motion carried 5-0.

<u>CRA Projects</u>
Manager Forehand provided a list and indicated these projects were approved by the advisory board. She understood that the board did not want to do energy efficiency as it was already in the budget, the small business grants and the hometown revitalization were not needed, so she amended all of that.

Member Harris is in full support of the Small Business Assistance Program as we won't need to support the Hometown Revitalization program. That is one of the programs that actually worked, we help small businesses downtown and most of them are still in the community. Would like to put $200K in the program to help small businesses. Can be mirrored from last year. The only missing item to finalize it is getting a report from the manager of the businesses we gave the money to.

Chairperson Dr. Nash asked the status of getting responses from the businesses that previously received funding. Attorney Brown indicated that he has been extremely busy as of late and has not sent out the letters he discussed.

Member Dr. Wood stated in September 2024 catalyst projects were approved, asked if changes can be made to the specifics of the catalyst projects. Attorney Brown referred to the sheet he provided "What Happens to Funds in Trust Account on Last Day of Fiscal Year." Per Florida Statue 163.387 (7) …. Any money which remains………… for such year shall be:

a. Returned to each taxing authority.
b. Used to reduce the amount of any indebtedness.
c. Deposited into an escrow account to later reduce indebtedness.
d. Appropriated to a specific redevelopment project (this option was chosen in Sept. 2024). The funds appropriated for such project may not be changed unless the project is amended, redesigned or delayed, in which case the funds must be reappropriated pursuant to the next annual budget adopted by the board of commissioners of the community redevelopment agency.

This confirms what Member Dr. Wood believed that funds can't just be moved around as wanted.

Member Harris asked if the funds that were set aside to support the Hometown Revitalization grant can be reallocated. Attorney Brown indicated yes because they are no longer needed to support the grant. The grant can now be billed directly. Chairperson Dr. Nash pointed out that some funds have been expended for services provided by Dewberry Engineering. Member Harris also inquired about funds set aside for Quincy Mainstreet and GCDC. The attorney explained that these funds do not fit into one of the categories mentioned before, therefore these funds can't be reallocated. The board may need to look at the proposals for the two.

Manager Forehand stated she is confused; she recalled a prior meeting where Member Dr. Wood asked her to bring back how she would recommend spending funds. It was also mentioned that we could take the $400K and add to what we were going to do with houses. We discussed that $150K has already been set aside for the sidewalks, this is under the $800K for infrastructure.

The discussion also included the policing part of it. The energy efficiency program is already in the budget. At the meeting it was said you did not want to fund GCDC or MainStreet. Nobody mentioned anything about wanting the Small Business program. It's in the Redevelopment Plan so it can be activated but all this year we have talked about housing, the application, etc. The board of course has the final decision as to how she proceeds.

Member Dr. Wood indicated the board has not taken a vote on the changes being brought before the dais. Having a discussion on an item is not taking a vote. If the minutes don ‘t support that there was a vote then it was just a discussion. One of the things she remembers bringing up is the meeting of September 2024 where a vote was actually taken. The minutes from that meeting were also provided. Does not recall having a conversation about moving funds from GCDC or MainStreet. As for infrastructure, she doesn't want that touched because it is always needed. right the wrong. We need to allocate funds, move funds that we are permitted to move, not just replace and take off things that we shouldn't be doing. CRAs have been under the microscope for years, we don't need to give anybody something else. Suggests they go back to the drawing board, reallocate the funds that we can and have a discussion on items we may want to remove. There is now some clarity where we may have voted before.

Member Harris asked if the budget changes were presented at the last meeting and voted on. The manager indicated no, it was presented and discussed but no official vote was taken. She then asked if she was wrong for taking the direction that the board asked her to take. Member Harris said no she wasn't wrong; he just wanted to clarify that she was now presenting this for approval. He then asked about the $800K previously set up for infrastructure, is the board able to reallocate those funds? Discussion ensued including the allocation of $150K of those funds already set aside for the Adams Street sidewalks. Member Dr. Wood recalled the original intent for the $800K was a water main repair. Since then, it is believed that the City has received a grant to cover that expense. The board needs verification and documentation that this is the case, and without that those funds would need to stay.

Member Stephens asked if the remaining $650K ($800K minus $150K for sidewalks) can be reallocated during the 2025-26 budget year. Yes, if documentation is provided that the funds are no longer needed because grant funds can be reallocated for 2025-26.

Member Dr. Wood asked what the plan is to spend funds as we are near the end of the fiscal year? No funds have been spent. Confused and would like to hear the manager's plan to spend some money.

Member Harris suggests they work on the projects we already have in place. For example, can we start the energy efficiency program where $200K has already been allocated, and add the $475K from the Hometown Revitalization program that is not going to be used, is this permissible? The attorney stated those funds would have to be reallocated during the next budget year. Once again Member Harris pointed out they have programs that have worked, he suggested the following:

- Figure out what's going on with the sidewalks.
- GCDC – we need to go back to the request and see what those funds were allocated for and get the ball rolling.
- Quincy MainStreet – Can't remember what that $60K was for. Let's look at it again and move forward.
- Community Policing – He's ok with this.
- Small Business Program – That's a program that really worked and can be started immediately. Carbon copy what we've done already, get it approved and get the money spent.
- Housing – This is not hard, too much time is being spent trying to undo what was done in September 2024. A new fiscal year is coming and there will be time to introduce a new plan, process and projects.

Motion by Member Harris to have a meeting next week to kick off the Small Business Grant Program (currently budgeted for $100K), seconded by Member Dr. Wood,

Discussion:
Manager Forehand expressed a level of confusion as the board continues to change direction. There is also a level of frustration as she has spent two to three weeks fine tuning the housing package as requested and now the board wants her to change directions again. She also has pause as to the effectiveness of the program as the board is yet to receive a response from nine of the thirteen receiving funds as to how the funds were used.

Member Stephens asked about responses from businesses and Attorney Brown indicated he had not sent the letters yet. With all the public records requests, etc, he hasn't gotten around to it. Member Stephens stated we at least need to tighten up the process to avoid the current situation. He does not agree with the grant if the recipients don't agree to the terms and conditions, including reporting back to the board how those funds were used. It shouldn't be just giving away money.

Member Dr. Wood agrees with accountability, let's set criteria and move forward. Both the accountability and criteria are set by the board, we can request something from a business, they may or may not give it as they have already gotten the money. This is a moot point let's set the criteria, let's get something going. Right now, we have a CRA that is not functioning, it is not moving forward, we have not spent any money, we have not fixed any houses, we have not funded any businesses, we have not done anything. We have to start somewhere.

Attorney Brown distributed the old applications and suggested starting a new program where the eligibility and selection criteria are strengthened. The board should review and indicate possible revisions.

Member Harris stated in response to the idea that this CRA just willy nilly gave out money with no accountability is ridiculous to me. We can't get the accountability because the manager has not finished the job. We (the manager) have a list of all thirteen applicants with the address and all of them are still open with the exception of maybe one. We need to ask for the information we are requesting. The program worked and, in his opinion, it was money well spent. He also referred to Ms. Ashley, who is currently employed by the CRA and who received the small business grant but has failed to provide a recap of how those funds were spent. He is curious what the payback requirement was when they did not fulfill the requirements. Let's come back next week with an update to the criteria and get the applications out.

motion carried 3-2 (Member Stephens & Chairperson Dr. Nash vote no).

Motion by Member Harris to hold a special meeting on Friday, August 8th at 5:00 pm to finalize the Small Business Grant Program application and criteria, seconded by Member Knight, motion carried 5-0.

There was a brief discussion on the possible changes to the application and criteria including changing the amount of time a business needs to be in operation.

Attorney's Contract
Attorney Brown indicated that he has signed his contract and had not had an opportunity to give it to Clerk Shackleford. Chairperson Dr. Nash previously signed it. Fortunately, Ms. Shackleford was in the audience and the document was given to her for the official records. A copy will be provided to the CRA Manager. Ms. Forehand mentioned the section of the contract stating the attorney would submit his invoice on a monthly basis and if not done timely he would not suffer

any penalty. She pointed out he has not submitted any invoices since she has been here and is therefore not adhering to the contract.

Attorney Brown Past Due Invoices
Attorney Brown apologized for the delay but agreed to send all outstanding invoices to Manager Forehand by the end of the month.

New Business
June Financials – The financials and bank statement were provided for review and questions.
Motion by Member Harris to approve the June financials, seconded by Member Knight, motion carried 5-0.
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Community Policing Project & others.
Manager Forehand recapped her discussion with Police Chief Hill. The intent is to hire one police officer and purchase cameras to reduce crime in the targeted areas. The police officer will cover the downtown area as well as the Adams Street corridor and work with youth in diversion programs. A quote was provided for informational purposes as it shows the cost of cameras.

Member Stephens is in full support of the cameras, especially if they are able to detect gun fire. He has also gotten calls regarding homeless people sleeping on benches in front of businesses downtown.

Motion by Member Stephens to purchase five cameras to be placed strategically in the downtown area, up to $30K, for use by the Quincy Police Department, seconded by Chairperson Dr. Nash,

Member Harris is in full support of the purchase but only if it includes the entire CRA district and not specifically downtown. Would also propose a cap of $30K.

After the discussion Member Stephens amended his motion to purchase additional cameras to be placed strategically in the district, up to $30K (with the understanding that additional funding can be requested if needed), for use by the Quincy Police Department, seconded by Chairperson Dr. Nash, motion carried 5-0.

Target Area A List - Program Descriptions & Criteria (for public dissemination)
Manager Forehand explained that they took all the applications that they had from last year and this year and prioritized them. No clear direction was given on how to choose but we used the selection criteria to choose the areas of slum and blight. She provided a list that includes every application submitted. The objective was to identify those with the highest need and begin work on them, then work through the next phase. The pace of this project will be based on the number of contractors we use.

Member Harris clarified that the list provided was a combination of the old and new applicants. He then asked about the application submitted for each; there was last year's application and a pre-screen application for this year. He wanted to know if all applicants would do another application and the manager's response was maybe. The old and pre-screen applications will be taken as is and if either needs to update their information, a new application will be completed. The manager then explained that everybody would have to do a new application as the criteria have changed. There was continued Q & A as to who would do a new application, was the criteria the same for the old application and the pre-screen application.

Member Dr. Wood stated that her issue has always been putting the cart before the horse. The board never approved the pre-screen application. When she saw it, it had already been circulated to the community. This is why she stresses doing things proper and in order to avoid these types of confusion. She wants to know what happened to the HVAC program that was discussed. What happened to those applications? This is a new program. She feels there are too many processes, it takes too much time and no houses have been done. Feels this needs to be reduced and simplified. Let's move to one application.

Manager Forehand does not understand the difficulty in understanding that there was a prescreening application that has now put everybody on the same page. We have applications, prescreening is gone, whether it was done correctly or incorrectly, it is out of the mix at this time. We don't need to go back a fifth time discussing prescreening. We have applications if you want to use applications in the future, with all of the criteria on them.

Attorney Brown asked about the priority by area, was it developed by the review committee. If the board is going to accept this then there is a problem of it having its own criteria. To his knowledge it wasn't noticed and there may have been a violation of the Florida Sunshine Law. The manager clarified the was no violation as the review committee is herself, an advisory board member and Mr. Tribue, housing inspector. The attorney further explained that anytime a group of individuals get together and make a decision (not just to gather information) that is under Florida Law a meeting that should be noticed. In an attempt to clarify and explain what actually happened, Ms. Forehand stated that she and Mr. Tribue met to discuss his contract and how they would go out and look at the different areas to prioritize them. Ms. Elmore also came along to look at areas, they were not trying to make a decision about anything. She and Ms. Ashley went out and made the decision, selecting the location for the priority areas. Attorney Brown stated he would have to review the minutes from the advisory board meeting, there was either a violation of the Sunshine law or we didn't follow the plan, either way it is a problem. He suggested separating into two programs or going with one. Trying to meld two programs seems to be the problem; different criteria; 1st qualify/1st serve vs scoring sheet.

Manager Forehand stated she pulled the qualifications listed on the previous applications and used them for the current program. She was asked to do that and now the board is going back and forth as if this is not what she was directed to do. The manager and attorney continued to disagree and the semantics of the program(s), Chairperson Dr. Nash decided to wrap this up and move forward, wrap this up and continue with the meeting.

Member Dr. Wood stated she has a few concerns about the possible Sunshine violation and the failure of the manager to respond to emails. She also wants the manager to understand that when an individual, especially a board member, asks a question it should not be a tug of war. It is a question that is asked and she is trying to get clarity. She does not have to know where the question came from, she is trying to get clarity for them and myself. Additionally, the board has said to the manager for several months to use what we already have; changes can be made next fiscal year. When things are complicated with so many steps it gets convoluted. Wants to know more about the citizen review board, their purpose and why they are sitting in with the advisory board. Feels we should start with what we already have, we could have already done some things. There is confusion about criteria, scoring sheets and we shouldn't be here after having over six months with a manager. She is perplexed that we haven't moved further and we also need to make sure we have a manager that is willing to take constructive directions.

Member Harris asked if all the new stuff has been approved, the Selection Process, the Field Inspection Agreement and the Master Construction Contract? Manager Forehand explained that this information was distributed at the last meeting, she took for granted that once they looked at it and no one had a problem with it that it was approved. This was her mistake. She felt that everyone was so onboard that this was so good. Dr. Wood even stated that she was so glad that a selection criteria and rubric was being used because that makes it more objective.

Member Harris asked who is the review committee? The manager, the housing inspector and one other person, who in this case was advisory board member Elmore. He stated that what happened versus what was written was actually different. He then asked, without all of the new stuff, how do we move forward and fund the old applicants? There was discussion on how the board could fund all the old applicants and once they are completed address the new program and applicants. Attorney Brown said this is the correct way to handle this as long as all of the old applicants receive funding.

Motion by Member Dr. Wood to separate the prescreen applications from the list provided, use the old applicant list that qualified, with the understanding that all approved repairs will be funded up to $10,000, then move on to new applicants list to be provided at Friday's meeting, seconded by Member Harris,

Member Knight asked if he could make a friendly amendment to add that this information be made available at Friday's meeting in the interest of time. Amendment accepted by Member Dr. Wood and Member Harris.

Member Stephens asked about the dollar amount approved at the last meeting of $50,000, the board agreed that they would use the old criteria and the cap previously established/approved by the board. Member Dr. Wood and Member Harris agreed to the amendment,

Amended motion carried 5-0.

Attorney's Report:

- Bylaws – covered
- Attorney's contract – covered
- Business Grant Follow-up – He recently found the criteria and will continue with a follow-up with the businesses.
- Attorney's contract – covered
- Past due invoices - covered
- Attorney Brown reminded the board that according to the CRA Manager's contract an evaluation is due by September 30, 2025, and he will check his contract to see it states since it's only six-months.

Audience Comments

<u>Ebony Denson</u>

Her business is in the CRA District and she has been in business since COVID, has completed four applications and now she is hearing the board say I've got to go through another application. She's had to close down one shop, has moved twice, and is now on E. Jefferson Street. It is disheartening to hear I have to go through a whole new process with more new applicants. It's hard doing business in Quincy, has been trying to get some help.

<u>Regina Davis</u>

- Policies and procedures, impact to budget, fiscal responsibility and mitigation of risks she sees these as the board's responsibilities.
- Bylaws – removal of advisory board members – Asked if these members are appointed by the board and who would have the authority to remove them.
- Small Business Grant - The board may want to consider a forgivable loan after a year.
- Catalyst Projects – Would the board consider paying for any projects done in the District by Dewberry as the City has a budget shortage and owes Dewberry around $200K.
- Community Policing – Consider not hiring an officer because you don't know if the funds are recurring, suggest considering security company.

- Stated that meetings have to be in the newspaper and on the website at least seven days in advance. The audience is still not getting any handouts.
- Provided the board with a handout with all this information because she was previously told that the board or staff has no obligation to respond to questions from the audience. She did want her comments/concerns to be on the record, however.
- The budget as far amendments, improvements or resolutions if any of that has been done or will be done.
- The selection approval process – She was told that it had been approved but apparently it hasn't.

<u>Anthony Gainous</u>

- Consider removing the manager, she hasn't gotten anything down.
- Asked if their seats are assigned and if anyone can change them.
- Asked how decisions can be made on houses without seeing them. There is a member on the advisory board who recently moved to the area, doesn't feel she can make an educated decision about anything.
- Believes that the Sunshine Law has been broken. When the manager did the tour of communities the advisory board was not aware of it. They also plan to go out again. Need to separate friendship and business. Recalled that Dr. Nash brought the Manager lunch one day last week (unsure if this is a conflict).
- He left the meeting last night because he was aggressive.
- Adams Street needs to be done.
- Too many times, items are tabled, nothing is being completed.
- CRA Manager argues with attorney when he gives advice. This is his job to do that.
- On the news today, the CRA is about to lose the $2M grant due to the investigation.
- There is a thing on both boards of three to two votes; he feels that the majority is not making the right decisions.
- Removal of advisory board members – What if they are absent for legitimate reasons?
- Told Member Harris that he needs to stop being competitive, talking a lot, going back and forth and being repetitive.
- Stop private conversations and buddy/buddy system.
- Meetings should be broadcast and recorded.

Manager's Comments
None

Board Members' Comments
Member Knight – None

Member Harris
Recapped for Friday's meeting

- Attorney Brown will provide Small Business Grant sample application and criteria.
- Manager Forehand will have a list of applicants from last year.
- Can we get an update of those funds that may be eligible for reallocation?

For the next meeting

- Can the manager make in person contact with all businesses that received funding last year and ask them to prepare a report of how those funds were spent? A list has been provided with the addresses.

Member Dr. Wood

- Agenda and handouts should be available to the board in advance of the meeting. This should also be made available to the public during meetings.
- Regarding the part-time employee that was hired, we did not discuss the salary and number of hours to be worked. This must be approved by the board and needs to be cleared up. Her idea of part-time was 20 hours. This person also received funds for her small business and she would like to see the deliverables as to how those funds were used.
- Requests a maximum of 48 hours in response to emails from the manager.
- Public records need to be responded to timely and can be anonymous.
- Referred to the news, she heard this as well; unsure how that was released.
- Housing review board – Needs more information, function and how they meet, what they are doing and how they mesh with the advisory board?
- Having a lot of push back from the manager:
  - Requested a meeting and the manager refused to attend.
  - Requested information and asked questions that she refused to answer.
  - She is considering making a formal reprimand to her personnel file for insubordination. Attorney Brown will take a look at this, maybe under the City of Quincy's Human Resource policies.

Manager Forehand explained that she did not attend the meeting because she was not given any details as to what the meeting was about. Did not feel comfortable attending a meeting with no knowledge of the purpose. Also takes pause that Attorney Brown will be in the meeting, should she have an attorney present as well?

Member Stephens

- Received an email from the City Manager advising that he received a subpoena with a deadline of August 12th to provide the information from the public records request.
- During the July 9th meeting, a motion was made to get an update from the manager and attorney every two weeks regarding the request.
- Thursday at 7:00 pm Chaplain Salters will host a Stop the Violence rally at the courthouse.

Member Harris asked what the delay is in gathering the public records requested. Attorney Brown explained records are needed from several departments, so far, he has received:

- Records from Finance
- Minutes from Mrs. Tribue
- Mr. Tribue is getting together all inspection reports in his possession.
- Reached out to Mr. Gause, IT, regarding access to relevant emails.
- The City Manager is keeping a diary of everything that is sent.
- Has requested a meeting with the CRA Manager and Mrs. Tribue to discuss and document a procedure for getting the meeting materials to the City Clerk who is the custodian of official record keeper for the CRA.

Member Dr. Wood asked if the CRA Manager has provided any documentation in her possession as many of those requested should be in her records. The manager has a box of files from her files, Mr. Tribue's information and records from Ms. Brunson (purchasing agent). Dr. Wood tried to clarify who should be requesting, collecting and sending the documents. Ms. Shackleford is the Clerk, official record keeper and perhaps should be the person handling this instead of several people requesting and collecting the information.

Chairperson Dr. Nash
None

Motion to adjourn by Member Harris, seconded by Member Dr. Wood, motion carried 5-0.

Adjournment 9:53 pm