

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING
NSMHA Conference Room
Mount Vernon, WA
August 13, 2009
1:30 PM**

AGENDA

Page #/Tab

1. **Call to Order; Introductions – Chair Dahlstedt**
2. **Revisions to Agenda – Chair Dahlstedt**
3. **Approval of Minutes– Chair Dahlstedt (09-097) 7-11**
 - **To review and approve the minutes July 11, 2009**
4. **Comments & Announcements from the Chair**
5. **Reports from Board Members**
6. **Comments from the Public**
7. **Report from the Advisory Board – Arthur Jackson, Vice Chair**
8. **Report from the Executive/Personnel Committee – Dave Gossett, Chair**
 - **Contingency Planning Ad Hoc Committee Report**
9. **Report from the Quality Management Oversight Committee – Anne Deacon, Chair**
10. **Report from the Planning Committee – Regina Delahunt, Chair**
11. **Report from the Executive Director – Chuck Benjamin, Executive Director**
12. **Report from the Finance Officer – Bill Whitlock, Fiscal Officer Tab 1**
13. **Report from the Finance Committee – Ward Nelson, Chair**
14. **Consent Agenda – Finance Committee**

All matters listed with the Consent Agenda have been distributed to each Board Member for reading and study, are considered to be routine, and will be enacted by one action of the Board of Directors with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a Board Member.
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Motion #09-098

To review and approve North Sound Mental Health Administration’s claims paid from July 1, 2009 through July 31, 2009 in the amount of \$. Payroll for the month of July in the amount of \$ and associated employer paid benefits in the amount of \$.

15. Action Items

None

16. Introduction Items

Motion #09-099

To introduce NSMHA-SENIOR SERVICES of SNOHOMISH COUNTY-FBG-09-10 for the provision of geriatric screening and short term mental health intervention to older adults in Snohomish County. The term of the Agreement is October 1, 2009 through September 30, 2010. The maximum consideration of this Agreement is \$39,800.

Motion # 09-100

To introduce NSMHA-EVERETT HOUSING AUTHORITY/HOPE OPTIONS-FBG-09-10 for the provision of stabilizing housing and short term mental health intervention to older adults and adults at risk of homelessness in Snohomish County. The term of the Agreement is October 1, 2009 through September 30, 2010. The maximum consideration of this Agreement is \$37,138.

Motion #09-101

To introduce NSMHA-SKAGIT COUNTY HUMAN SERVICES-FBG-09-10 for the provision of an Outreach-Intervention Specialist to work with the homeless population in Skagit County. The term of the Agreement is October 1, 2009 through September 30, 2010. The maximum consideration of this Agreement is \$70,000.

Motion #09-102

To introduce NSMHA-OPPORTUNITY COUNCIL WHATCOM COUNTY-FBG-09-10 for the provision of a case management position for people with mental illness who were homeless and are applying for and securing housing in Whatcom County. The term of the Agreement is October 1, 2009 through September 30, 2010. The maximum consideration of this Agreement is \$49,200.

Motion #09-103

To introduce NSMHA-SEA MAR-FBG-09-10 for the provision of integrating mental health and physical health in Whatcom County. The term of the Agreement is October 1, 2009 through September 30, 2010. The maximum consideration of this Agreement is \$70,000.

Motion #09-104

To introduce NSMHA-bridgeways-FBG-09-10 for the provision of an outreach special at the Sparrow House transitional housing project in Snohomish County. The term of the Agreement is October 1, 2009 through September 30, 2010. The maximum consideration of this Agreement is \$65,560.

Motion #09-105

To introduce NSMHA-SNOHOMISH COUNTY HUMAN SERVICES-FBG-09-10 for the provision of short term case management for those ineligible for other mental health services in Snohomish County. The term of the Agreement is October 1, 2009 through September 30, 2010. The maximum consideration of this Agreement is \$70,000.

Motion #09-106

To introduce NSMHA-WHATCOM COUNSELING & PSYCHIATRIC CLINIC-FBG-09-10 for the provision of Elder Gatekeeper Services, an Evidence Based Practice, in Whatcom County. The term of the Agreement is October 1, 2009 through September 30, 2010. The maximum consideration of this Agreement is \$44,352.

Motion #09-107

To introduce NSMHA-WHATCOM COUNSELING & PSYCHIATRIC GLADSTONE PROJECT-FBG-09-10 for the provision of employing a Peer Counselor to work with individuals in the Gladstone House in Whatcom County. The term of the Agreement is October 1, 2009 through September 30, 2010. The maximum consideration of this Agreement is \$24,752.

Motion #09-108

To introduce NSMHA-SUN COMMUNITY-FBG-09-10 for the provision of urgent transitional housing for people with mental illness in Whatcom County. The term of the Agreement is October 1, 2009 through September 30, 2010. The maximum consideration of this Agreement is \$57,500.

Motion #09-109

To introduce NSMHA-SUNRISE SERVICES-PEER (Peer Connections) CENTER-FBG-09-10 for the provision of center operations moving in the direction of peer driven and peer run services. The term of this Agreement is October 1, 2009 through September 30, 2010. The maximum consideration for this Agreement is \$73,511.

Motion #09-110

To introduce NSMHA-CATHOLIC COMMUNITY SERVICES NW-FBG-09-10 for the provision of mental health outreach to children and families in east Skagit County. The term of the Agreement is October 1, 2009 through September 30, 2010. The maximum consideration of this Agreement is \$26,600.

Motion #09-111

To introduce NSMHA-STILLAGUAMISH TRIBE-FBG-09-10 for the provision of mental health services to Tribal and non-Tribal members ineligible for other mental health services in Snohomish County. The term of the Agreement is October 1, 2009 through September 30, 2010. The maximum consideration of this Agreement is \$20,000.

Motion #09-112

To introduce NSMHA-COMPASS HEALTH-FBG-09-10 for the provision of transitional mental health services for those ineligible for other mental health services in Snohomish County. The term of the Agreement is October 1, 2009 through September 30, 2010. The maximum consideration of this Agreement is \$unknown.

Motion #09-113

To introduce NSMHA-COMPASS HEALTH-FBG-09-10 for the provision of transitional mental health services for those ineligible for other mental health services in Skagit County. The term of the Agreement is October 1, 2009 through September 30, 2010. The maximum consideration of this Agreement is \$unknown.

Motion #09-114

To introduce NSMHA-TULALIP TRIBES-FBG-09-10 for the provision of outreach and engagement to Tribal members, adult and youth at risk, by providing traditional healing, ceremonies and opportunities for growth in Tribal culture. The term of the Agreement is October 1, 2009 through September 30, 2010. The maximum consideration of this Agreement is \$81,840.

Motion #09-115

To introduce NSMHA-TRAINING RESOURCES IN PARTNERSHIP-FBG-09-10 for the provision of one on one parent partnering, trainings and website development. The term of the Agreement is October 1, 2009 through September 30, 2010. The maximum consideration of this Agreement is \$24,205.

Motion #09-116

To introduce NSMHA-COMPASS HEALTH-PEER (Bailey) CENTER-FBG-09-10 for the provision of center operations moving in the direction of peer driven and peer run services. The term of this Agreement is October 1, 2009 through September 30, 2010. The maximum consideration for this Agreement is \$73,511.

Motion #09-117

To introduce NSMHA-WHATCOM COUNSELING & PSYCHIATRIC-PEER (RAINBOW) CENTER-FBG-09-10 for the provision of center operations moving in the direction of peer driven and peer run services. The term of this Agreement is October 1, 2009 through September 30, 2010. The maximum consideration for this Agreement is \$73,511.

Motion #09-118

PLACE HOLDER- NSMHA FBG CONTRACT 10k FOR WRAPAROUND – NOT SURE IF IT WILL BE HERE FOR AUGUST MEETING

Motion #09-119

To introduce NSMHA-bridgeways-SMHC-09-11 for the provision of state funded mental health services in the North Sound Region. The term of this Agreement is October 1, 2009 through September 30, 2011. An amendment shall be offered at the end of the annual legislative session to the provider from July 1, 2011 through September 30, 2011 for the allocation of proposed funds for the next fiscal year. The maximum consideration is \$ unknown.

Motion #09-120

To introduce NSMHA-COMPASS HEALTH-SMHC-09-11 for the provision of state funded mental health services in the North Sound Region. The term of this Agreement is October 1, 2009 through September 30, 2011. An amendment shall be offered at the end of the annual legislative session to the provider from July 1, 2011 through September 30, 2011 for the allocation of proposed funds for the next fiscal year. The maximum consideration is \$ unknown.

Motion #09-121

To introduce NSMHA-CATHOLIC COMMUNITY SERVICES NW-SMHC-09-11 for the provision of state funded mental health services in the North Sound Region. The term of this Agreement is October 1, 2009 through September 30, 2011. An amendment shall be offered at the end of the annual legislative session to the provider from July 1, 2011 through September 30, 2011 for the allocation of proposed funds for the next fiscal year. The maximum consideration is \$ unknown.

Motion #09-122

To introduce NSMHA-INTERFAITH-SMHC-09-11 for the provision of state funded mental health services in the North Sound Region. The term of this Agreement is October 1, 2009 through September 30, 2011. An amendment shall be offered at the end of the annual legislative session to the provider from July 1, 2011 through September 30, 2011 for the allocation of proposed funds for the next fiscal year. The maximum consideration is \$ unknown.

Motion #09-123

To introduce NSMHA-LAKE WHATCOM TREATMENT & RESIDENTIAL CENTER-SMHC-09-11 for the provision of state funded mental health services in the North Sound Region. The term of this Agreement is October 1, 2009 through September 30, 2011. An amendment shall be offered at the end of the annual legislative session to the provider from July 1, 2011 through September 30, 2011 for the allocation of proposed funds for the next fiscal year. The maximum consideration is \$ unknown.

Motion #09-124

To introduce NSMHA-SEA MAR-SMHC-09-11 for the provision of state funded mental health services in the North Sound Region. The term of this Agreement is October 1, 2009 through September 30, 2011. An amendment shall be offered at the end of the annual legislative session to the provider from July 1, 2011 through September 30, 2011 for the allocation of proposed funds for the next fiscal year. The maximum consideration is \$ unknown.

Motion #09-125

To introduce NSMHA-SUNRISE SERVICES-SMHC-09-11 for the provision of state funded mental health services in the North Sound Region. The term of this Agreement is October 1, 2009 through September 30, 2011. An amendment shall be offered at the end of the annual legislative session to the provider from July 1, 2011 through September 30, 2011 for the allocation of proposed funds for the next fiscal year. The maximum consideration is \$ unknown.

Motion #09-126

To introduce NSMHA-WHATCOM COUNSELING & PSYCHIATRIC-SMHC-09-11 for the provision of state funded mental health services in the North Sound Region. The term of this Agreement is October 1, 2009 through September 30, 2011. An amendment shall be offered at the end of the annual legislative session to the provider from July 1, 2011 through September 30, 2011 for the allocation of proposed funds for the next fiscal year. The maximum consideration is \$ unknown.

Motion #09-127

To introduce NSMHA-bridgewaysMEDICAID-09-11 for the provision of state funded mental health services in the North Sound Region. The term of this Agreement is October 1, 2009 through September 30, 2011. An amendment shall be offered at the end of the annual legislative session to the provider from July 1, 2011 through September 30, 2011 for the allocation of proposed funds for the next fiscal year. The maximum consideration is \$ unknown.

Motion #09-128

To introduce NSMHA-COMPASS HEALTH-MEDICAID-09-11 for the provision of state funded mental health services in the North Sound Region. The term of this Agreement is October 1, 2009 through September 30, 2011. An amendment shall be offered at the end of the annual legislative session to the provider from July 1, 2011 through September 30, 2011 for the allocation of proposed funds for the next fiscal year. The maximum consideration is \$ unknown.

Motion #09-129

To introduce NSMHA-CATHOLIC COMMUNITY SERVICES NW-MEDICAID-09-11 for the provision of state funded mental health services in the North Sound Region. The term of this Agreement is October 1, 2009 through September 30, 2011. An amendment shall be offered at the end of the annual legislative session to the provider from July 1, 2011 through September 30, 2011 for the allocation of proposed funds for the next fiscal year. The maximum consideration is \$ unknown.

Motion #09-130

To introduce NSMHA-INTERFAITH-MEDICAID-09-11 for the provision of state funded mental health services in the North Sound Region. The term of this Agreement is October 1, 2009 through September 30, 2011. An amendment shall be offered at the end of the annual legislative session to the provider from July 1, 2011 through September 30, 2011 for the allocation of proposed funds for the next fiscal year. The maximum consideration is \$ **unknown**.

Motion #09-131

To introduce NSMHA-LAKE WHATCOM TREATMENT & RESIDENTIAL CENTER-MEDICAID-09-11 for the provision of state funded mental health services in the North Sound Region. The term of this Agreement is October 1, 2009 through September 30, 2011. An amendment shall be offered at the end of the annual legislative session to the provider from July 1, 2011 through September 30, 2011 for the allocation of proposed funds for the next fiscal year. The maximum consideration is \$ **unknown**.

Motion #09-132

To introduce NSMHA-SEA MAR-MEDICAID-09-11 for the provision of state funded mental health services in the North Sound Region. The term of this Agreement is October 1, 2009 through September 30, 2011. An amendment shall be offered at the end of the annual legislative session to the provider from July 1, 2011 through September 30, 2011 for the allocation of proposed funds for the next fiscal year. The maximum consideration is \$ **unknown**.

Motion #09-133

To introduce NSMHA-SUNRISE SERVICES-MEDICAID-09-11 for the provision of state funded mental health services in the North Sound Region. The term of this Agreement is October 1, 2009 through September 30, 2011. An amendment shall be offered at the end of the annual legislative session to the provider from July 1, 2011 through September 30, 2011 for the allocation of proposed funds for the next fiscal year. The maximum consideration is \$ **unknown**.

Motion #09-134

To introduce NSMHA-WHATCOM COUNSELING & PSYCHIATRIC-MEDICAID-09-11 for the provision of state funded mental health services in the North Sound Region. The term of this Agreement is October 1, 2009 through September 30, 2011. An amendment shall be offered at the end of the annual legislative session to the provider from July 1, 2011 through September 30, 2011 for the allocation of proposed funds for the next fiscal year. The maximum consideration is \$ **unknown**.

17. Adjourn

**NORTH SOUND MENTAL HEALTH ADMINISTRATION
BOARD OF DIRECTORS MEETING
NSMHA Conference Room
Mount Vernon, WA
July 9, 2009
1:30 PM**

MINUTES

Board Members Present:

Ken Dahlstedt, Skagit County Commissioner, NSMHA Board of Directors Chair
John Dean, Island County Commissioner
Dave Gossett, Snohomish County Council member
Ken Stark, designated alternate for Snohomish County Executive, Aaron Reardon
Anne Deacon, designated alternate for Whatcom County Council member, Ward Nelson
Barbara La Brash, designated alternate for San Juan County Council member, Bob Myhr
Arthur Jackson, NSMHA Advisory Board Chair
Sharie Freemantle, designated alternate for Snohomish County Council member, John Koster
Regina Delahunt, designated alternate for Whatcom County Executive, Pete Kremen

Staff Present:

Chuck Benjamin, Greg Long, Bill Whitlock, Annette Calder

Guests:

Dean Wight, Andy Byrne, John Turner, Mike Manley, Brad Furlong, Chuck Davis

1. Call to Order; Introductions – Chair Dahlstedt

Chair Dahlstedt opened the meeting at 1:30, welcomed everyone and introductions were made.

2. Revisions to Agenda – Chair Dahlstedt

Chair Dahlstedt noted that the Executive Personnel Committee report would be moved up on the agenda so that any questions for legal counsel could be addressed while legal counsel was present.

3. Approval of Minutes– Chair Dahlstedt (09-087)

- To review and approve the minutes May 14, 2009, May 26, 2009 & June 26, 2009

Mr. Gossett moved approval, seconded by Mr. Dean, all in favor, **motion carried.**

4. Comments & Announcements from the Chair

None

5. Reports from Board Members

Barbara La Brash addressed the group about San Juan County and the 1/10th of 1% tax and just completed the first round of allocations from the collection of the 1/10th of 1% and have been forwarded to their Advisory Board.

6. Report from the Executive/Personnel Committee – Dave Gossett, Chair

Dave Gossett stated that a court date has been set for September 18th in Thurston County. He noted that Bob Myhr, Ward Nelson, Chuck Benjamin and himself met with DSHS two weeks ago and anticipated the letter received from DSHS last week, explaining that DSHS felt they had to send this letter to comply with the law. DSHS is unclear on how to proceed if Skagit County does withdraw from the RSN; some action

would be required. The Executive Committee is recommending a 4 member subcommittee of the Board to review options in proceeding and asked for volunteers. John Dean, Anne Deacon, Barbara La Brash (and/or Bob Myhr) and Ken Stark will serve on the subcommittee to look at options to pursue based on if Skagit County withdraws; group discussion followed. Brad Furlong said he welcomed the opportunity to work with the subcommittee.

7. Comments from the Public

John Turner, Police Chief, City of Snohomish stated he was here representing the Association of Sheriff's and Police Chief's noting that in Snohomish County there are concerns about the ITA process, noting that they have been working with Ken Stark and Chuck Benjamin. He cited one of the broader concerns at the policy level experienced at all areas of law enforcement for Snohomish County is a lack of communication between the ITA staff and law enforcement. He would like to see a more coordinated effort amongst all parties to get more bang for the buck on both the voluntary and involuntary commitment process. Chief Turner thanked Chuck for attending the Association of Sheriff's and Police Chief's and his commitment to this process. Chief Turner thanked the Board for their time. Chair Dahlstedt thanked Chief Turner for addressing the Board.

Chief Turner was thanked for his comments.

Ken Stark said it may be helpful to look at some of the history as to why the RSN contracts the way it does for crisis services. Especially in times of budget constraints, if there is ever a time to make a change, if it is an appropriate change, this would be the time.

• Semi-annual Ombuds Report – Chuck Davis

Chuck Davis provided a comprehensive overview of the semi-annual Ombuds report. All materials were under Tab 1 of the meeting packet. Questions and answers took place throughout the presentation. Mr. Davis was thanked for his report.

8. Report from the Advisory Board – Arthur Jackson, Vice Chair

Arthur Jackson reported:

- The Advisory Board met on July 7th,
- Received a pre meeting presentation for disaster preparedness,
- Presentation from Skagit on CIT training, 35% of law enforcement officials participated
- Emotional Freedom Technique presentation by a Board member,
- Undercurrent in meetings concerning the budget cuts and legal problems going on; continue to monitor this,
- Clubhouses and Drop In Centers; an emotional issue that they will continue to deal with,
- Request for the Advisory Board to conduct a review of Western State Hospital; will try to schedule something for 2010

Arthur was thanked for his report.

9. Report from the Quality Management Oversight Committee – Anne Deacon, Chair

Anne Deacon reported:

- Met on June 24th,
- Review and recommended approval of several policies
- In November the External Quality Review Organization will be here to review NSMHA again,
- Approval a standardized form for verification of mental health professional status
- QMOC Charter; Anne directed the group to Tab 2 of the meeting packet for review of the Quality Management Plan document that outlines the responsibility of the QMOC. Discussion followed on who is responsible for what. Chuck Benjamin added that the committee operates under a

consensus model and if the group agrees on a policy then it moves forward without needed approval from this Board. In depth discussion followed and Chuck said he would try to be at the next QMOC meeting.

Anne was thanked for her report.

10. Report from the Planning Committee – Regina Delahunt, Chair

Regina Delahunt reported:

- **Recommended State-only and FBG Funding Allocations from Planning Committee**
 - The committee has met twice since the last report to this Board. NSMHA has additional State-only funding in the amount of \$1.2 million dollars and the Planning Committee recommends allocating the funding in the following manner. Unallocated state funding of \$606,000 to the Wage Earner Proviso that the legislature did away with, \$203,283 to crisis stabilization, \$70,000 non-Medicaid child outpatient services, and \$323,029 back into adult non-Medicaid outpatient services. Moved by Regina Delahunt, seconded by Dave Gossett, all in favor, **motion carried (#09-093)**.
 - Federal Block Grant Funds. Regina stated that NSMHA had been awarded additional FBG funding and the Planning Committee recommends that NSMHA increase the funding for the drop in centers by \$607,500 State funding, Medicaid funding \$76,355 and FBG funds \$170,533 for a total of \$854,388 moved by Regina Delahunt, seconded by Dave Gossett, all in favor, **motion carried (#09-094)**.
 - New Federal Block Grant funding, reviewed the FBG committee funding prioritization, and started at the top of the priority list and reapportioned the \$117,854. \$33,500 to Skagit Outreach, \$35,000 to Sea Mar, \$4,000 to Snohomish County and balance of funds in the amount of \$45,354 to Compass Health for Outpatient Services, moved for approval by Regina Delahunt, seconded by Ken Stark, all in favor, **motion carried (#09-095)**.
- **Recommended Mission & Vision Statements**
 - To approve the Mission and Vision statements, read into the record, “Improving the mental health and well being of individuals and families in our communities”, moved by Regina Delahunt, seconded by Dave Gossett, all in favor, **motion carried (#09-096)**.

11. Report from the Executive Director – Chuck Benjamin, Executive Director

Chuck Benjamin reported the items he would have addressed have already been discussed under other agenda items.

12. Report from the Finance Officer – Bill Whitlock, Fiscal Officer

Bill Whitlock reported:

- The current year revenue and expense report has some variances. Most are timing differences. However, the State funds short fall of \$753,964 is a permanent variance due to the first round of budget cuts. Federal Block Grant, PATH (Project in Assistance for Transition from Homelessness) and DDD (Division of Developmental Disabilities) variance are timing differences. The Professional Service variance is probably a permanent variance due to legal bills. The rental variance of \$6,026 is due to renting two new copiers starting in January 2009. The repairs and maintenance budget variance of \$2,753 is most likely a timing variance. The Agency/County/Other Service Budget adjustment before year end.
- We have reconciled the final funding from distribution from the state (DSHS/MHD). We have determined there is \$1.2 million in unallocated state funds. WE have also received an additional allocation of Federal Block Grant funds in the amount of \$117,533. Just over \$38,000 was from the state FBG fund switch. The rest of the funds were from the state switching King County’s CIAP/DMIO program with state funds instead of FBG funds.

- The fiscal auditors from the State Auditor's Office are onsite and doing their annual review of the 2008 financial statements. They sent an email out today to all Board members announcing their arrival. If you have any questions or comments you can contact them at (360) 676-2165 ext. 100. They are planning an entrance conference on July 15, 2009 at 9:00 a.m. in the NSMHA offices.

Bill was thanked for his report.

13. Report from the Finance Committee –

Ken Stark reported the Finance Committee met today, reviewed all claims before the Board of Directors and recommend approval of all claims before the Board of Directors.

14. Consent Agenda – Finance Committee

All matters listed with the Consent Agenda have been distributed to each Board Member for reading and study, are considered to be routine, and will be enacted by one action of the Board of Directors with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a Board Member.

Motion #09-088

To review and approve North Sound Mental Health Administration's claims paid from May 1, 2009 through May 31, 2009 in the amount of \$4,886,121.85. Payroll for the month of May in the amount of \$113,366.11 and associated employer paid benefits in the amount of \$46,655.03.

Motion #09-089

To review and approve North Sound Mental Health Administration's claims paid from June 1, 2009 through June 30, 2009 in the amount of \$6,520,239.66. Payroll for the month of June in the amount of \$114,988.72 and associated employer paid benefits in the amount of \$46,517.77.

Ken Stark moved approval of motions **09-088 and 09-089**, seconded by Anne Deacon, all in favor, **motion carried.**

15. Action Items

Motion #09-090

To approve DSHS-HRSA-NSMHA-WRAPAROUND-09-10 AMENDMENT 1 for the provision of fidelity wraparound services in Skagit County. The term of this Amendment is July 1, 2009 through June 30, 2010. The consideration for this Amendment is \$153,400, for a maximum consideration on this Agreement of \$478,670.

Motion #09-091

To approve SKAGIT COUNTY - NSMHA Interlocal Cooperative Agreement for the provision of a state grant match for fidelity Wraparound Services in Skagit County. The term of the Agreement is July 9, 2009 through June 30, 2010. The maximum consideration for this Agreement is \$35,000.

Mr. Benjamin provided an explanation of motions 09-090 and 09-091. Mr. Gossett moved approval of both, seconded by Mr. Stark, all in favor, **motion carried.**

Motion #09-092

To approve to surplus for the disposal of old and/or obsolete equipment such as fax machines, overhead projector, docking station, conference phone, palm pilots, scanner, switch and computers as itemized on Assets Disposed on 20090529 and allowed by law.

Mr. Dean moved approval, seconded by Ms. Freemantle, all in favor, **motion carried.**

16. Introduction Items

None

17. Adjourn

The meeting was adjourned at 2:45.

Respectfully submitted:

Annette Calder,
Executive Assistant