

Harris County Department of Education
Minutes of Regular Board Meeting
April 15, 2020

The Harris County Board of School Trustees met in a regular board meeting on April 15, 2020 via video conference. Eric Dick, Board President, called the meeting to order at 1:00 p.m. and declared a quorum present, that the meeting was duly called, and that notice of the meeting was posted in accordance with the Texas Open Meetings Act, Gov't. Code §551.041 and §551.051.

Board Members Present: Eric Dick, Board President; Danny Norris, Board Vice President; Richard Cantu; Andrea Duhon; Amy Hinojosa; Don Sumners; Mike Wolfe

Board Members Absent: None

Board Attorney: Sarah Langlois

Administration: James Colbert, Jr., County School Superintendent; Jesus Amezcua, CPA, Assistant Superintendent for Business Services; and Jonathan Parker, Assistant Superintendent for Academic Support

Danielle Bartz, Chief of Staff; Danielle Clark, Chief Communications Officer; Jeff Drury, Director Choice Partners; Dave Einsel, Director Communications and Creative Services; Melissa Godbout, Executive Assistant to Board of Trustees; Bill Monroe, Director Purchasing; Stephanie Ross, Director Adult Education; Natasha Truitt, Executive Director Human Resources; Richard Vela, Senior Director Facilities

1. **Invocation** - Richard Cantu, HCDE Trustee
2. **Pledge of Allegiance to the US flag** - Eric Dick, Board President
3. **Pledge of Allegiance to the Texas flag** - Eric Dick, Board President
4. **Public Comment** - In lieu of a public appearance at the Board Meeting, members of the public may submit written comments to the Board via email prior to the beginning of the meeting addressed to publiccomment@hcde-texas.org, which will be provided to the Board. In your email, please state your name address, topic, and comment.

No public comment emails were received.
5. **Reports and presentations:**

A.

Superintendent Monthly Report - James Colbert, Jr.

Superintendent Colbert referenced a two-page superintendent's monthly report that addressed three segments of HCDE's response to the COVID-19 pandemic: (1) HCDE Operations, (2) HCDE Client Support and (3) Harris County Community Engagement. He further address the tiered pyramid model for how HCDE will proceed during the pandemic. The pyramid is broken down into three assumptions of building closure operation; (1) Tier 1- Closed thru April 4; (2) Tier 2 – Closed thru the end of school year (HCDE is currently operating with a Tier 2 mindset); and (3) Tier 3 – Closed thru July. Mr. Colbert provided an update of what has happened since the emergency called board meeting. He stated that HCDE staff is currently operating remotely at 95% with some needed exceptions where staff must physically go into the building for work. He stated that maintenance staff have been ensuring all buildings are remaining sterilized, and if staff does need to enter a building, guidelines are enforced and the building is cleaned once they leave. He further stated that a schedule had been made for teachers who needed to enter the buildings in order to perform necessary tasks to provide student materials and access student files as many of the teachers are still participating in Admission Review Dismissal Meetings for special education students and must have access to those student's files. He stated that Dr. Mays is working with staff to coordinate the opportunity for parents to pick up instructional materials Mr. Colbert informed the board that the executive leadership team was meeting via Zoom every Monday at 9:00 a.m., and the leadership team is meeting the first Tuesday of every month via Zoom. Mr. Colbert stated that instructional materials for Special Schools and Head Start are being put together for students, although students are hard to find right now. He recognized that Venitia Peacock and the Head Start team have been working to put together boxes of food and distributing them to HCDE's most needy Head Start families. He stated that Therapy Services is doing some remote work online, although video conferencing has had some drawbacks, as some students do not want staff to see what their houses look like. He further stated that Adult Education is working towards full time distance learning, and the Technology Division has been very innovated to ensure we are up to speed with what is needed. Mr. Colbert stated that Records Management has been on site a lot as HCDE keeps records for 23 school districts as well as city hall and the county. He stated that Choice Partners has been able to work full-time remotely. Mr. Colbert recognized Community Engagement and the Because We Care packages and stated the executive leadership team spent 6 hours putting together 1300 boxes. He stated that Head Start has done an excellent job at coordinating and identifying the proper nutrition to meet federal guidelines and have distributed 5,780 meals and served 1,234 families. He stated that we are in good standing although some supplies have been difficult to get. Mr. Colbert informed the board that he had been on a conference call with 73 superintendents and things are starting to get stressful for school districts right now. He stated that one of the biggest challenges is grading and implementing grades remotely. He stated that another big issue right now is graduation, which is a top concern for many districts. Another issue is technology and students having access to internet and necessary resources for online learning. Districts

are finding it challenging to buy hot spots, as they are difficult to find right now. He stated that special education was another challenge for school districts because of the many federal guidelines that are in place and need to be addressed going forward, which is challenging as some services can-not be implemented through distant learning. He stated that another main concern was opening schools again and what that will look like. Mr. Colbert stated that the recent conversation was different than others that he had, as one district was discussing closing for the rest of the year. Mr. Colbert stated that based on his professional opinion, HCDE would not be coming back this school year and stated that we need to focus on coming back next school year.

B. **Report of the Board Feasibility Subcommittee** - Don Sumners

No report

C. **Other reports from Board members** concerning attendance or participation in a board or HCDE-related conference, event, activity, or committee; accolades for an HCDE staff member or other deserving person.

Eric Dick congratulated Andrea Duhon on the birth of her daughter.

D. **Monthly Financial Reports through 02/28/2020** - Jesus Amezcua, Assistant Superintendent for Business Services

6. **ACTION ITEMS – CONSENSUS**

Don Sumners requested to pull item 6.B. from the consent agenda.

Motion made by Danny Norris, seconded by Andrea Duhon to approve all items on the consent agenda with the exception of item 6.B.

Motion passes with 7-0 voting to approve all items on the consent agenda, with the exception of item 6.B.

A. Monthly Disbursement Report

C. Monthly Investment Report for February 2020

D. Consider approval of the following Board Meeting Minutes

1. 03-20-2020 Emergency Called Board Meeting

E. Consider acceptance of the following grant awards:

1. **Consider approval for HCDE Head Start to submit a grant request for the 2020 Cost-of-Living Adjustment (COLA) and Quality Improvement (QI)**

Funds in the amount of \$97,943 for the project period of 09/01/2020 - 08/31/2021. (fully funded by Head Start funds)

Funding Type	Early Head Start
Cost-of-Living Adjustment (COLA)	\$42,943
Quality Improvement (QI)	\$55,000
Total Funding	\$97,943

2. **Consider approval for HCDE Head Start to submit a grant request for the 2020 Cost-of-Living Adjustment (COLA) and Quality Improvement (QI) Funds in the amount of \$580,913 for the project period of 01/01/2020 - 12/31/2020. (fully funded by Head Start funds)**

Funding Type	Head Start
Cost-of-Living Adjustment (COLA)	\$253,733
Quality Improvement (QI)	\$327,180
Total Funding	\$580,913

- F. Consider approval of the following items for the HCDE Choice Partners Cooperative:

1. **Contract award for job no. 20/023TP Commodity Processing of USDA Foods with the following vendors:** ;Alpha Foods Co. (20/023TP-01), Chinese Food Solutions, Inc. dba Asian Food Solutions/Comida Vida (20/023TP-02), Prairie Mills Baking Company, LLC dba Bake Crafters Food Company (20/023TP-03), Basic American, Inc. dba Basic American Foods (20/023TP-04), Bongards Creameries (20/023TP-05), Brookwood Farms, Inc. (20/023TP-06), Cargill Kitchen Solutions, Inc. (20/023TP-07), Cargill Meat Solutions Corporation (20/023TP-08), ConAgra Brands, Inc. dba Conagra Foodservice (20/023TP-09), Del Monte Foods, Inc. (20/023TP-10), Goodman Food Products, Inc. dba Don Lee Farms (20/023TP-11), Foster Poultry Farms dba Foster Farms (20/023TP-12), Gold Creek Foods, LLC (20/023TP-13), Pilgrim's Pride Corporation dba Goldkist (20/023TP-14), High Liner Foods, Inc. USA (20/023TP-15), Idahoan Foods, LLC (20/023TP-16), Let's Do Lunch, Inc. dba Integrated Food Service (20/023TP-17), Smucker Foodservice, Inc. dba J. M. Smucker; (20/023TP-18), J R Simplot Company (20/023TP-19), Jennie-O Turkey Store Sales, LLC (20/023TP-20), JTM Provisions Co.,

Inc (20/023TP-21), Land O Lakes, Inc. (20/023TP-22), M.C.I. Foods, Inc (20/023TP-23), McCain Foods USA, Inc. (20/023TP-24), Michael Foods, Inc. (20/023TP-25), National Food Group, Inc (20/023TP-26), Out of the Shell, LLC dba Yang's 5th Taste (20/023TP-27), Peterson Farms Fresh, Inc. (20/023TP-28), Calfed Financial Corporation dba Red Gold LLC (20/023TP-29), Rich Chicks, LLC (20/023TP-30), Rich Holdings, Inc. dba Rich Products Corporation (20/023TP-31), S.A. Piazza and Associates, LLC (20/023TP-32), Schwan's Food Service, Inc. (20/023TP-33), Tabatchnick Fine Foods, Inc. (20/023TP-34), Tasty Brands, LLC (20/023TP-35), Trident Seafoods Corporation (20/023TP-36), Tyson Prepared Foods, Inc. (20/023TP-37), UNO Foods, Inc. (20/023TP-38), Wawona Frozen Foods, Inc. (20/023TP-39) for the period of 07/01/2020 through 06/30/2021.

2. **Contract renewal option for job no. 18/033KC for Drug & Alcohol Testing Services & Related Items with the following vendors:** DISA Global Solutions, Inc. dba DISA, Inc (fka Forward Edge, Inc.) (#18/033KC-01), and Pinnacle Medical Management (#18/033KC-02) for the period 05/21/2020 through 05/20/2021.

3. **Contract renewal option for job no. 18/036MC for Mechanical, Electrical, Plumbing (MEP) and Related Items with the following vendors:** A/W Mechanical Services, LP (#18/036MC-01); CFI Mechanical, Inc. (#18/036MC-02); Climatec, LLC (#18/036MC-03); LECS, Ltd. (#18/036MC-05); Letsos Company (#18/036MC-06); Star Service, Inc. (#18/036MC-07), and TK Boilers, LLC dba Gulf Coast Boiler Service Company (#18/036MC-08) for the period 05/16/2020 through 05/15/2021.

4. **Contract renewal option for job no. 19/025KD for Office Supplies with the following vendors:** Butler Business Products, LLC (#19/025KD-01); EIS Office Solutions dba Buy on Purpose (#19/025KD-02); Challenge Office Products, Inc. (#19/025KD-04); Educator's Depot, Inc. (#19/025KD-05); Hallmark Office Products, Inc. (#19/025KD-06), Liberty Data Products, Inc. dba Liberty Office Products (#19/025KD-07); M.A.N.S. Distributors, Inc. (#19/025KD-08); Louis A. Hernandez, Inc. dba Reliant Business Products (#19/025KD-09); School Specialty, Inc. (#19/025KD-10); E.A. Arredondo dba Standard Office Products (#19/025KD-11), and Tejas Office Products, Inc. (#19/025KD-12) for the period 05/15/2020 through 05/14/2021.

5. **Contract renewal option for job no. 19/027MJ for Disaster Recovery Consultants with the following vendors:** CDR Maguire, Inc. (#19/027MJ-01); Disaster Recovery Services, LLC (#19/027MJ-02), and Project & Vendor Management Advisors, LLC dba PVMA (#19/027MJ-03) for the period 05/15/2020 through 05/14/2021.

6. **Contract renewal option for job no. 19/033MJ for Furniture, Fixtures, Equipment (FFE) and Related Items with the following vendors:** A. Bargas & Associates, LLC (#19/033MJ-01); Agati, Inc. (#19/033MJ-02); Allied Plastics Company, Inc. (#19/033MJ-03); Butler Business Products, LLC (#19/033MJ-04); Carolina Biological Supply Company (#19/033MJ-05); Challenge Office Products, Inc. (#19/033MJ-06); Computer Comforts, Inc. (#19/033MJ-07); Educator's Depot, Inc. (#19/033MJ-08); Fellowes, Inc. dba ESI Ergonomic Solutions (#19/033MJ-09); Gateway Printing & Office Supply, Inc. (#19/033MJ-10); Hallmark Office Products, Inc. (#19/033MJ-11); Kaplan Early Learning Company (#19/033MJ-12); Dannette Davis dba Kay Davis Associates, LLC (#19/033MJ-13); Lakeshore Equipment Company dba Lakeshore Learning Materials (#19/033MJ-14); Liberty Data Products, Inc. dba Liberty Office Products (#19/033MJ-15); Library Interiors of Texas, LLC (#19/033MJ-16); Palmieri Furniture Limited (#19/033MJ-17); School Specialty, Inc. (#19/033MJ-18); Tesco Industries, LLC (#19/033MJ-19); and The Edu-Source Corporation (#19/033MJ-20) for the period 05/15/2020 through 05/14/2021.

7. **Contract renewal option for job no. 19/036MR for JOC-IDIQ Heating, Ventilating, and Air Conditioning (HVAC) with the following vendors:** Haynes Mechanical Systems, Inc. (#19/036MR-02); HVAC Mechanical Services of Texas, Ltd. dba Hunton Services (#19/036MR-03), Lange Mechanical Services, L.P. (#19/036MR-04); and The Brandt Companies (#19/036MR-05) for the period 05/15/2020 through 05/14/2021.

8. **HCDE Interlocal Agreements with:** Brazos Valley Council of Governments (BVCOG), Bryan, Texas; Bandera ISD, Bandera, Texas; Crystal City ISD, Crystal City, Texas; Abernathy ISD, Abernathy, Texas; Jarrell ISD, Jarrell, Texas; Sudan ISD, Sudan, Texas; Anton ISD, Anton, Texas; Edgewood ISD, Edgewood, Texas; Kearney School District, Kearney, Missouri; Centralia College, Centralia, Washington (Signature

Only); Idabel Public Schools, Idabel, Oklahoma; Glendale-River Hills School District, Glendale, Wisconsin; Pleasant Hill SR-III School District, Pleasant Hill, Missouri; Ferguson Florissant School District, Hazelwood, Missouri; Queen Creek Unified School District #95, Queen Creek, Arizona (Signature Only), and De Soto Public School, De Soto, Missouri.

G. Consider approval of the following items for Internal Purchasing:

1. **Contract renewal options for job no. 15/063YR-4 for CASE After School and Summer Direct Service Providers with the following vendors:** Abelitoart Appreciation; and Brazilian Arts Foundation for the period of 05/02/2020 through 05/01/2021.

2. **Consider approval of renewal option for job no. 16/031LB for Auditing Services for HCDE with Whitley Penn, LLP** for the period of 7/19/2020 through 7/18/2021 and approval of audit contract for FY 2020.

3. **Contract renewal option for job no. 16/014YR for Early Head Start Child Care Partnerships with the following vendor:** Deskot, LLC dba Kool Kids Daycare for the period of 05/02/2020 through 05/01/2021.

Monthly Budget Amendment Report

6. B. *Motion made by Mike Wolfe, seconded by Danny Norris to approve the Monthly Budget Amendment Report.*

Motion passes with 7-0 voting to approve.

7. **ACTION ITEMS - NON-CONSENSUS**

- A. **Consider approval of the Lease Agreement between Harris County Department of Education (HCDE) and Journey of Faith** for a second

term of five years in the amount of \$240,000.00, for the Head Start Division to provide comprehensive services to 3 and 4 year old Head Start eligible children within Humble ISD for the period of June 1, 2020 through May 31, 2025 (approximately 74 children served) (fully funded by the Head Start grant).

Motion made by Richard Cantu, seconded by Amy Hinojosa to approve the Lease Agreement between Harris County Department of Education (HCDE) and Journey of Faith for a second term of five years in the amount of \$240,000.00, for the Head Start Division to provide comprehensive services to 3 and 4 year old Head Start eligible children within Humble ISD for the period of June 1, 2020 through May 31, 2025 (approximately 74 children served) (fully funded by the Head Start grant).

Motion passes with 7-0 voting to approve.

- B. **Consider approval to increase the allowable maximum contract amount under CH Local FY 2020** for Data Recognition Corporation (original \$75,000), requesting new total of \$181,380 (increase of \$106,380), for testing material for Adult Education.

Motion made by Danny Norris, seconded by Richard Cantu to approve to increase the allowable maximum contract amount under CH Local FY 2020 for Data Recognition Corporation (original \$75,000), requesting new total of \$181,380 (increase of \$106,380), for testing material for Adult Education.

Motion passes with 7-0 voting to approve.

- C. **Academic and Behavior School East Addendum (revenue contract) for FY 2019 in the aggregate amount of \$421,600** with Houston ISD for three (3) extended school year contracts total to \$15,600 (in-county: \$5,200 each). Addendum to increase annual contract by \$15,600. Original annual contract is for \$406,000.

Motion made by Amy Hinojosa, seconded by Mike Wolfe to approve Academic and Behavior School East Addendum (revenue contract) for FY 2019 in the aggregate amount of \$421,600 with Houston ISD for three (3) extended school year contracts total to \$15,600 (in-county: \$5,200 each). Addendum to increase annual contract by \$15,600. Original annual contract is for \$406,000.

Motion passes with 7-0 voting to approve.

- D. **Consider acceptance of the Notice of Award (NOA) from the Department of Health and Human Services (HHS) Administration for Children and Families (ACF) for the Head Start Division** in the amount of \$2,947,763 for the period of 01/01/2020 through 06/30/2020.

Motion made by Andrea Duhon, seconded by Danny Norris to accept the Notice of Award (NOA) from the Department of Health and Human Services (HHS) Administration for Children and Families (ACF) for the Head Start Division in the amount of \$2,947,763 for the period of 01/01/2020 through 06/30/2020.

Motion passes with 7-0 voting to approve.

- E. **Consider adoption of resolution concerning emergency administrative leave with pay** in accordance with Policy DEA associated with City of Houston water main break and its aftermath on February 27, 2020 and February 28, 2020.

Motion made by Amy Hinojosa, seconded by Mike Wolfe to adopt the resolution concerning emergency administrative leave with pay in accordance with Policy DEA associated with City of Houston water main break and its aftermath on February 27, 2020 and February 28, 2020.

Motion passes with 7-0 voting to approve.

- F. **Consider approval of the 2020-2021 HCDE Work/Holiday Calendar.**

Motion made by Andrea Duhon, seconded by Danny Norris to approve the 2020-2021 HCDE Work/Holiday Calendar.

Motion passes with 7-0 voting to approve.

- G. **Consider approval of the Adult Education Part-time Teacher Pay Schedule** and Adult Education Professional Development Stipend effective July 1, 2020.

Motion made by Amy Hinojosa, seconded by Mike Wolfe to approve the Adult Education Part-time Teacher Pay Schedule and Adult Education Professional Development Stipend effective July 1, 2020.

Motion passes with 7-0 voting to approve.

- H. **Consider ratification and approval of a Services Agreement with SOA Fin1st (job no. 20/019KJ) for Accounting Services** for the time period of March 9, 2020 through August 31, 2020 in an amount not to exceed \$55,000, including reimbursable expenses. Contract needed to provide accounting and school finance technical services to Stafford MSD through August, 2020.

Motion made by Amy Hinojosa, seconded by Danny Norris to approve a Services Agreement with SOA Fin1st (job no. 20/019KJ) for Accounting Services for the time period of March 9, 2020 through August 31, 2020 in an amount not to exceed \$55,000, including reimbursable expenses. Contract needed to provide accounting and school finance technical services to Stafford MSD through August, 2020.

Motion passes with 7-0 voting to approve.

- I. **Consider waiving HCDE Policy DN (Local) regarding appraisals and delegating authority to the Superintendent** and/or his designee to develop and implement an appraisal plan for 2019-2020 due to operational disruptions caused by COVID-19.

Motion made by Amy Hinojosa, seconded by Danny Norris to waive the HCDE Policy DN (Local) regarding appraisals and delegating authority to the Superintendent and/or his designee to develop and implement an appraisal plan for 2019-2020 due to operational disruptions caused by COVID-19.

Motion passes with 7-0 voting to approve.

- J. **Consider approval of an appraisal process waiver request to the Texas Education Agency** for 2019-2020 due to operational disruptions caused by COVID-19.

Motion made by Danny Norris, seconded by Richard Cantu to approve an appraisal process waiver request to the Texas Education Agency for 2019-2020 due to operational disruptions caused by COVID-19.

Motion passes with 7-0 voting to approve.

- K. **Discussion and possible action regarding HCDE providing funding to the Education Foundation of Harris County in support of scholarships, sponsorships, and grants to Harris County school districts, approving a Memorandum of Understanding with the EFHC regarding same, and approving a Budget Amendment in the amount of \$500,000 for FY 2020.**

Motion made by Richard Cantu, seconded by Danny Norris to provide funding to the Education Foundation of Harris County in support of scholarships, sponsorships, and grants to Harris County school districts, approving a Memorandum of Understanding with the EFHC regarding same, and approving a Budget Amendment in the amount of \$500,000 for FY 2020.

Motion passes with 6-1 voting to provide funding, approving Memorandum of Understanding with the EFHC, and approving a Budget Amendment, with Don Sumners voting nay.

- L. **Consider appointment of trustee(s) to serve as Board delegate(s) to the Education Foundation of Harris County.**

Motion made by Eric Dick, seconded by Amy Hinojosa to replace Trustee Wolfe as the Board delegate to the Education Foundation of Harris County with Trustees Andrea Duhon, Amy Hinojosa, and Richard Cantu to serve as Board delegates to the Education Foundation of Harris County.

Friendly amendment made by Eric Dick and Amy Hinojosa for Trustee Mike Wolfe to continue to serve until the end of 2020 then Trustee Richard Cantu would serve as Board Delegate.

Motion as amended passes 6-1 with Don Sumner voting nay.

The board recessed for 10 minutes at 2:45 p.m. then entered into Closed Session at 2:54 p.m.

8. **EXECUTIVE SESSION** Under the Texas Government Code pursuant to any and all purposes permitted by Sections 551.001-551.084, including, but not limited to: 551.071; 551.074
- A. Employment:
Teacher, Fortis Academy
- B. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline and/or dismissal of HCDE employees.
- C. Obtain legal advice regarding pending or contemplated litigation.
- D. Deliberate Superintendent's recommendation to propose nonrenewal of assistant principal's Chapter 21 term employment contract for one or more reasons outlined in Policy DFBB (Local) and determine whether any requested hearing on the proposed nonrenewal will be conducted by the Board or by an independent hearing examiner; obtain legal advice regarding same.
- E. Deliberate Superintendent's recommendation to propose nonrenewal of teacher's Chapter 21 term employment contract for one or more reasons outlined in Policy DFBB (Local) and determine whether any requested hearing on the proposed nonrenewal will be conducted by the Board or by an independent hearing examiner; obtain legal advice regarding same.

- F. Deliberate rescinding proposed suspension without pay, pending discharge, of a probationary contract employee; obtain legal advice regarding same.

The board entered into Open Session at 3:49 p.m.

9. **RECONVENE** for possible action on items discussed in executive session

- A. Employment:
Teacher, Fortis Academy

Motion made by Danny Norris, seconded by Richard Cantu to approve the employment contract for teacher, Fortis Academy.

Motion passes with 7-0 voting to approve.

- B. Consider proposing nonrenewal of assistant principal's Chapter 21 term employment contract for one or more reasons outlined in Policy DFBB (Local) and determining whether any requested hearing on the proposed nonrenewal will be conducted by the Board or by an independent hearing examiner.

Motion made by Richard Cantu, seconded by Danny Norris to propose nonrenewal of Assistant Principal Donna R. Jones' Chapter 21 term employment contract for one or more reasons outlined in Policy DFBB (Local) as discussed in Executive Session; determine that any requested hearing on the proposed nonrenewal of Ms. Jones' term employment contract be conducted an independent hearing examiner appointed by TEA; and direct the Superintendent or his designee to notify Ms. Jones of the Board's decision in accordance with applicable law and policy.

Motion passes 7-0.

- C. Consider proposing nonrenewal of teacher's Chapter 21 term employment contract for one or more reasons outlined in Policy DFBB (Local) and

determining whether any requested hearing on the proposed nonrenewal will be conducted by the Board or by an independent hearing examiner.

No action taken.

- D. Consider rescinding proposed suspension without pay, pending discharge, of a probationary contract employee.

Motion made by Richard Cantu, seconded by Danny Norris to rescind the proposed suspension without pay, pending discharge, of probationary contract employee Allan Lovett and delegate authority to the Superintendent or designee to take all action regarding rescinding the proposed suspension without pay as discussed in executive session.

Motion passes 7-0.

10. **INFORMATION ITEMS**

- A. **Human Resources Information Items**

- B. **Employee Count**

- 11. ADJOURN - Next regular meeting is scheduled for Wednesday, May 20, 2020, at 1:00 p.m.

Motion made by Danny Norris, seconded by Mike Wolfe to adjourn the meeting.

Motion passes with 7-0 voting to adjourn.

Meeting adjourned at 3:54 p.m.

Board President

Board Secretary