

DRAFT MINUTES

REGULAR MEETING OF THE BOARD OF EDUCATION TAHOE TRUCKEE UNIFIED SCHOOL DISTRICT Wednesday, December 16, 2020 (4:30 PM)

ROLL CALL

ROLL CALL UPON THE ROLL BEING CALLED, THE FOLLOWING WERE PRESENT:

BOARD MEMBERS Cristina Hennessey
 Dianna Driller
 Gaylan Larson
 Kim Szczurek
 Kirsten Livak

ALSO IN ATTENDANCE

Superintendent Chief Learning Officer Carmen Ghysels, Executive Director of Business Services Todd Rivera, Executive Director of Educational Services Valerie Simpson, Executive Director of Student Services Jeff Santos, Executive Assistant Lupita Vazquez, Director of Human Resources Joan Zappettini, Director of Information and Technology Ed Hilton.

1.0 Call To Order

President Szczurek called the meeting to order at 4:30 p.m.

2.0 Public Comment on Closed Session

2.1 General Public Comment on Closed Session Item

3.0 Closed Session

3.1 Public Employee Performance Evaluation GC 54957 - Superintendent Chief Learning Officer

3.2 Public Employment Certificated, Classified, Confidential, and Management

3.3 Conference with Labor Negotiators-Government Code 54957.6 Carmen Ghysels, Superintendent CLO, and Todd Rivera, Executive Director of Business Services, will conference with the Board regarding negotiations with Tahoe Truckee Education Association (TTEA), California School Employees Association (CSEA), Confidential and Management

3.4 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov. Code, § 54956.9, subd. (d)(1)) Name of case: Schuff Steel Management Company—South West, Inc. v. Tahoe Truckee Unified School District et al., Placer County Superior Court, Case No. SCV0043978

The Board will consider a Settlement Agreement with Schuff Steel Management Company-South West.

Recommendation: Approve Settlement Agreement with Schuff Steel Management Company-South West

ORIGINAL - Motion

Member **(Gaylan Larson)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Approve Settlement Agreement with Schuff Steel Management Company-South West'. Upon a roll call vote being taken, the vote was: Aye: **4** Nay: **0**. The motion **Carried. 4 - 0**

Cristina Hennessey Yes
Dianna Driller Yes
Gaylan Larson Yes
Kim Szczurek Yes

4.0 Call to Order, Pledge of Allegiance, and Roll Call

President Szczurek reconvened the meeting at 5:33 p.m.

5.0 Open Session/Report out Action Taken in Closed Session

5.1 Open Session - President will Report out any Action Taken in Closed Session

No reportable action taken in closed session.

6.0 Approval of Agenda

6.1 Approve December 16, 2020, Board Meeting Agenda

Recommendation: Approve December 16, 2020, Board Meeting Agenda

ORIGINAL - Motion

Member **(Gaylan Larson)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve December 16, 2020, Board Meeting Agenda'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey Yes
Dianna Driller Yes
Gaylan Larson Yes
Kim Szczurek Yes
Kirsten Livak Yes

7.0 Public Comment

7.1 No action or discussion shall be undertaken on any item not appearing on the posted agenda except the Members of the Board or the Tahoe Truckee Unified School District Staff may briefly respond to statements made or questions posed. (Government Code 54954.2) Three (3) minutes is the time limit for any audience member comment. Another public comment section will be allowed at the end of the agenda if all speakers cannot be accommodated.

One public comment from Jessica Catt on the call-in line that can be viewed at tahoetruceemedia.org

8.0 Organizational Meeting

A) Oath of Office

8.1 Superintendent Chief Learning Officer Conducted the Swearing In Ceremony for Returning Board Members Cris Hennessey and Kirsten Livak

The November 3, 2020, election was certified by the Placer County and the Nevada County Registrars of Voters. Board members are eligible to take their oaths of office starting the second Friday in December which is December 11, 2020. Superintendent Chief Learning Officer, Carmen Ghysels, met with each board member, socially distanced, to administer the Oath of Office. Oaths were administered on the following dates: Kirsten Livak – December 11, 2020 Cris Hennessey – December 15, 2020

B) Election of Officers

8.2 Organizational Meeting - Election of Officers and Registry of Public Agencies

School District Boards are required by law to conduct an organizational meeting on a specified date in December. This date was approved at the November 18, 2020, board

meeting. Officers to be elected are president and clerk. Board Policy requires that the Superintendent Chief Learning Officer be appointed Secretary. The 15-day window period established by statute to hold the annual organizational meeting begins on Friday, December 11, 2020, and runs through Saturday, December 26, 2020. The "Statement of Facts Roster of Public Agencies Filing" is a requirement of Government Code section 53051, to be completed and filed with the Secretary of State within ten days after any change in the board roster or board officers.

Recommendation: Board nominations for selection of Officers - President, Clerk, and appointment of Secretary to the Board for the 2021 calendar year. Statement of facts will be filed with the Secretary of State.

Election for President: Member Larson nominated Member Szczurek; Member Driller seconded, votes 5-0 Election for Clerk: Member Szczurek nominated Member Larson; Member Driller seconded, votes 5-0 Election for Secretary: Superintendent Chief Learning Officer Ghysels will remain as the Board Secretary.

ORIGINAL - Motion

Member **(Gaylan Larson)** Moved, Member **(Dianna Driller)** Seconded to approve the **ORIGINAL** motion 'Board nominations for selection of Officers - President, Clerk, and appointment of Secretary to the Board for the 2021 calendar year. Statement of facts will be filed with the Secretary of State'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey	Yes
Dianna Driller	Yes
Gaylan Larson	Yes
Kim Szczurek	Yes
Kirsten Livak	Yes

C) Set Board Meeting Dates

8.3 Approve Dates for 2021 Board Meeting Calendar

Proposed 2021 Board Meeting Calendar

Board will discuss and review proposed dates for the 2021 Board Meetings.

Recommendation: Approve proposed dates for 2021 Board Meetings

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve proposed dates for 2021 Board Meetings'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey	Yes
Dianna Driller	Yes
Gaylan Larson	Yes
Kim Szczurek	Yes
Kirsten Livak	Yes

D) Committee on School District Organization

8.4 Committee on School District Organization

Memo County Committee Voting Rep Designation

Each County in California is required to have a Committee on School District Organization. The primary responsibility of the County Committee on School District Organization is the reorganization of school districts, through territory transfers and unification. Each School District in the County appoints a representative who is responsible for casting the District's vote to appointment members to the County Committee.

Recommendation: Appoint a TTUSD Board Member to serve as the voting representative from the Tahoe Truckee Unified District to the Placer County Committee on School District Organization

ORIGINAL - Motion

Member **(Kim Szczurek)** Moved, Member **(Dianna Driller)** Seconded to approve the **ORIGINAL** motion 'Appoint a TTUSD Board Member to serve as the voting representative from the Tahoe Truckee Unified District to the Placer County Committee on School District Organization'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey Yes

Dianna Driller Yes

Gaylan Larson Yes

Kim Szczurek Yes

Kirsten Livak Yes

9.0 Superintendent's Report

9.1 Superintendent Chief Learning Officer - District Update for the Board

Public comment from a teacher, Yvonne Logan, in the call-in line

10.0 Recognition of Contribution to Educational Community

10.1 Superintendent CLO Ghysels will Recognize Contributions from Tahoe Food Hub to the Educational Community

11.0 Resolution

11.1 Approve Resolution No. 9-2020-2021 Approving and Authorizing a Contract with BusWest For Purchase of A School Bus Pursuant to Public Contract Code Section 20118

Resolution No. 9-2020-2021 Agreement Incorporating PC 20118

The District was awarded two grants from the Placer County Air Pollution Control District for \$165,000 per grant award totaling \$330,000 to purchase two (2) low NOx school busses. This project is funded by the Community Air Protection Incentive Program. The district is planning to purchase two (2) 2021 Thomas Built Saf-T-Liner HDX-84 passenger busses in the amount of \$195,643.15 per bus totaling \$391,286.30. The pricing for this bus is based on a formal bid process performed by the Hemet Unified School District and their awarded contract to BusWest on June 23, 2020. The awarded contract included a clause allowing other districts to receive the same pricing (i.e., a piggyback clause per PCC 20118) for the 2020-21 fiscal year. This resolution establishes the intent of the District to purchase two busses under the pricing structure identified in the Hemet Unified School District Contract. This agreement is for the purchase of two (2) 2021 Thomas Built Saf-T-Liner HDX 84-passenger busses. This resolution authorizes the District to: 1) Participate in the Hemet Unified School District pricing contract per Public Contract Code 20118 2) Purchase two (2) busses through BusWest

Recommendation: Approve Resolution No. 9-2020-2021 Approving and Authorizing A Contract with BusWest for Purchase of Two (2) School Busses Pursuant to Public Contract Code Section 20118

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Resolution No. 9-2020-2021 Approving and Authorizing A Contract with BusWest for Purchase of Two (2) School Busses Pursuant to Public Contract Code Section 20118'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey	Yes
Dianna Driller	Yes
Gaylan Larson	Yes
Kim Szczurek	Yes
Kirsten Livak	Yes

12.0 Grant

12.1 Placer County Air Pollution Control District Agreement for Community Air Protection (CAP) Incentive Program Grant Funds 103253

PCAPCD Grant and Agreement

The District was awarded a grant from the Placer County Air Pollution Control District for \$165,000 to purchase one (1) low NOx school bus. This project is funded by the Community Air Protection (CAP) Incentive Program. The CAP Incentives Program provides grant funding to projects that implement early actions to achieve emission reductions in excess of those required by regulation. For CAP funding, priority is given to projects that reduce emissions in impacted communities in Auburn, Kings Beach, Lincoln, Rocklin, and Roseville. The district is planning to purchase one (1) 2021 Thomas Built Saf-T-Liner HDX 84-passenger bus totaling \$195,643.15. The pricing for this bus is based on a formal bid process performed by the Hemet Unified School District and their awarded contract to BusWest on June 23, 2020. The awarded contract included a clause allowing other districts to receive the same pricing (i.e., a piggyback clause per PCC 20118) for the 2020/21 fiscal year. The District will be required to contribute \$30,643.15 towards the purchase of the bus.

Recommendation: Approve Placer County Air Pollution Control District Agreement for the Community Air Protection Incentive Program Grant Funds.

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Placer County Air Pollution Control District Agreement for the Community Air Protection Incentive Program Grant Funds'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey	Yes
Dianna Driller	Yes
Gaylan Larson	Yes
Kim Szczurek	Yes
Kirsten Livak	Yes

12.2 Placer County Air Pollution Control District Agreement for Community Air Protection (CAP) Incentive Program Grant Funds 103251

The District was awarded a grant from the Placer County Air Pollution Control District for \$165,000 to purchase one (1) low NOx school bus. This project is funded by the Community Air Protection (CAP) Incentive Program. The CAP Incentives Program provides grant funding to projects that implement early actions to achieve emission reductions in excess of those required by regulation. For CAP funding, priority is given to projects that reduce emissions in impacted communities in Auburn, Kings Beach, Lincoln, Rocklin, and Roseville. The district is planning to purchase one (1) 2021 Thomas Built Saf-T-Liner HDX 84-passenger bus totaling \$195,643.15. The pricing for this bus is based on a formal bid process performed by the Hemet Unified School District and their awarded contract to BusWest on July 16, 2019. The awarded contract included a clause allowing other districts to receive the same pricing (i.e., a piggyback clause per PCC 20118) for the 2020/21 fiscal year. The District will be required to contribute \$30,643.15 towards the purchase of the bus.

Recommendation: Approve Placer County Air Pollution Control District Agreement for the Community Air Protection Incentive Program Grant Funds.

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Placer County Air Pollution Control District Agreement for the Community Air Protection Incentive Program Grant Funds'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey Yes
Dianna Driller Yes
Gaylan Larson Yes
Kim Szczurek Yes
Kirsten Livak Yes

13.0 Consent Agenda

13.1 Approve Personnel Action Report for December 16, 2020

The personnel action report is a summary of all personnel action for the preceding month. Various individuals are hired and released or resigned each month and these changes must be approved by the board. By approving the personnel action agenda the board finalizes all actions planned or taken to insure that the district schools, offices and facilities are properly staffed with quality personnel.

Recommendation: Approve Personnel Action Report for December 16, 2020

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Personnel Action Report for December 16, 2020'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey Yes
Dianna Driller Yes
Gaylan Larson Yes
Kim Szczurek Yes
Kirsten Livak Yes

13.2 Approve Warrants, Contracts, and Donations for the December 16, 2020, Board Meeting

Warrants, Contracts, and Donations for the December 16, 2020, Board Meeting

Recommendation: Approve Warrants, Contracts, and Donations for the December 16, 2020, Board Meeting

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Warrants, Contracts, and Donations for the December 16, 2020, Board Meeting'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey Yes
Dianna Driller Yes
Gaylan Larson Yes
Kim Szczurek Yes
Kirsten Livak Yes

13.3 Declare List of Furniture and Equipment to be Surplus

Surplus List

The Facilities department is continually evaluating our inventory of furniture and equipment to determine the condition and usability of each asset. In order to dispose of furniture and equipment, the Board must first declare them surplus. By declaring these items surplus, we are able to offer these items for sale to the public through published notice in accordance with California Education Code Section 17545.

Recommendation: Declare List of Furniture and Equipment to be Surplus

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Declare List of Furniture and Equipment to be Surplus'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey Yes

Dianna Driller Yes

Gaylan Larson Yes

Kim Szczurek Yes

Kirsten Livak Yes

13.4 Declare List of Used Vehicles and Equipment to Be Surplus and Approve Estimated Values

Surplus Vehicles Surplus List 2020

The transportation department is continually evaluating our inventory of vehicles and shop equipment to determine the condition and usability of each asset. Many vehicles and equipment items were deemed obsolete or unusable, unable to be repaired, or too costly to repair. These items are no longer needed by the District. In addition, the District is the recipient of a PCAPCD bus replacement grant. The District must surplus and destroy the bus as a requirement of the grant. In order to dispose of these vehicles and equipment, the Board must first declare them surplus. By declaring these items surplus, we are able to offer these items for sale to the public through published notice in accordance with California Education Code Section 17545.

Recommendation: Declare List of Used Vehicles and Equipment to be Surplus and Approve Estimated Values

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Declare List of Used Vehicles and Equipment to be Surplus and Approve Estimated Values'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey Yes

Dianna Driller Yes

Gaylan Larson Yes

Kim Szczurek Yes

Kirsten Livak Yes

14.0 Consent Items Pulled for Discussion/Approval

13.5 Approve Waiver of Community Service Graduation Requirement for 2020-2021 School Year

Approve One-Time Waiver

Based on how different this year is, we are requesting a waiver of the community service requirement for the 2020-2021 school year.

Recommendation: Approve Waiver of Community Service Graduation Requirement for 2020-2021 School Year

Board Item pulled out and discussed, and then approved. Motioned by President Szczurek and seconded by Member Livak, votes 5-0

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve Waiver of Community Service Graduation Requirement for 2020-2021 School Year'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion Carried. **5 - 0**

Cristina Hennessey	Yes
Dianna Driller	Yes
Gaylan Larson	Yes
Kim Szczurek	Yes
Kirsten Livak	Yes

15.0 Association Report and Comment

15.1 CSEA - California School Employees Association

15.2 TTEA - Tahoe Truckee Education Association

16.0 Business Services

A) Fiscal Services

16.1 Approve the 2020-2021 First Interim Report

2020-2021 First Interim Report 2020-2021 First Interim Presentation

California Education Code requires all school districts to prepare a First Interim report for the 2020-2021 school year by December 15, 2020. The First Interim report contains all activity and any proposed budget revisions as of October 31, 2020. These budget revisions are based on information made available after the initial 2020-2021 Budget Adoption approved on June 24, 2020.

Recommendation: Approve the 2020-2021 First Interim Report

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve the 2020-2021 First Interim Report'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey	Yes
Dianna Driller	Yes
Gaylan Larson	Yes
Kim Szczurek	Yes
Kirsten Livak	Yes

16.2 Approve the 2019-2020 Measure AA Annual Financial Report

2019-2020 Measure AA Annual Financial Report

Government Code 50075.1 requires that any special tax measure that is subject to a voter approval that would provide for imposition of a special tax by a local agency shall provide accountability measures that include an annual report. Per section 50075.3 the levying agency shall file a report with its governing body that contains 1) the amount of funds collected and expended and 2) the status of any project required or authorized to be funded from the parcel tax.

Recommendation: Approve the 2019-2020 Measure AA Annual Financial Report

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Kirsten Livak)** Seconded to approve the **ORIGINAL** motion 'Approve the 2019-2020 Measure AA Annual Financial Report'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey Yes

Dianna Driller	Yes
Gaylan Larson	Yes
Kim Szczurek	Yes
Kirsten Livak	Yes

17.0 First Read - Board Policy

17.1 First Read of Board Policy 3471 Parcel Taxes (NEW)

New Policy

Proposed new Board Policy 3471 Parcel Taxes is being presented to the Board for review as recommended by the model provided by CSBA.

Recommendation: Review proposed new Board Policy 3471 Parcel Taxes and provide direction to bring back to the next regular board meeting for approval

17.2 First Read of Proposed Revisions to BP 5117 and AR 5117 - Interdistrict Attendance

Board Item Staff Report - BP & AR 5117 - Interdistrict Attendance BP 5117 Interdistrict Attendance AR 5117 Interdistrict Attendance

Policy updated to reflect NEW LAW (AB 1127) which requires districts to provide transportation assistance to transfer students who are victims of bullying if they are also eligible for free or reduced-priced meals.

Recommendation: Proposed revisions to Board Policy and Administrative Regulation are being presented to the Board for review as recommended by the model provided by CSBA. Administrative Regulation is provided as information only.

18.0 Board Business

18.1 Recess of Regularly Scheduled TTUSD Board Meeting to hold Annual Meeting of the Tahoe Truckee Unified School District Financing Corporation

1.Staff Report 2.Agenda 3.Public Notice 4.Prior Meeting Minutes 5.Bylaws

In accordance with the Bylaws, the Tahoe Truckee Unified School District Financing Corporation is required to have an annual meeting of its Board for the purpose of organization, selection of officers, and the transaction of other business.

Recommendation: 1) Recess the regular board meeting. 2) Call the TTUSD Financing Corporation to order. 3) Follow the Corporation meeting agenda including approving the meeting minutes from December 18, 2019 and selecting new officers (Current Board President will be President of Corporation, current Clerk will be Treasurer/Secretary). Select Vice-President of the corporation from remaining TTUSD board members. 4) Adjourn the Financing Corporation. Reconvene the regular TTUSD meeting.

7:27 p.m. Recess if regular board meeting and Approve Annual Meeting of this item

Minutes approved: Member Driller moved and Member Livak seconded, votes 5-0

Officers - Automatic; Vice President: Member Driller will continue. President Szczurek moved and Member Hennessey seconded, votes 5-0 7:34 p.m. Adjourned and reconvened TTUSD Board Meeting

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion '1) Recess the regular board meeting. 2) Call the TTUSD Financing Corporation to order. 3) Follow the Corporation meeting agenda including approving the meeting minutes from December 18, 2019 and selecting new officers (Current Board President will be President of Corporation, current Clerk will be Treasurer/Secretary). Select Vice-President of the corporation from remaining TTUSD board members. 4) Adjourn the Financing Corporation. Reconvene the regular TTUSD

meeting'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey Yes
Dianna Driller Yes
Gaylan Larson Yes
Kim Szczurek Yes
Kirsten Livak Yes

18.2 Reconvene TTUSD Board Meeting

TTUSD Board of Education will reconvene the regularly scheduled Board meeting

Recommendation: Reconvene TTUSD Board Meeting

ORIGINAL - Motion

Member **(Dianna Driller)** Moved, Member **(Cristina Hennessey)** Seconded to approve the **ORIGINAL** motion 'Reconvene TTUSD Board Meeting'. Upon a roll call vote being taken, the vote was: Aye: **5** Nay: **0**. The motion **Carried. 5 - 0**

Cristina Hennessey Yes
Dianna Driller Yes
Gaylan Larson Yes
Kim Szczurek Yes
Kirsten Livak Yes

18.3 Comments of Board Members

Board members comments can be viewed at tahoetruckeemedia.org.

19.0 Second Closed Session

19.1 Public Employee Performance Evaluation GC 54957 - Superintendent Chief Learning Officer

19.2 Public Employment Certificated, Classified, Confidential, and Management

19.3 Conference with Labor Negotiators-Government Code 54957.6 Carmen Ghysels, Superintendent CLO, and Todd Rivera, Executive Director of Business Services, will conference with the Board regarding negotiations with Tahoe Truckee Education Association (TTEA), California School Employees Association (CSEA), Confidential and Management

20.0 Report out Action from Closed Session

20.1 Open Session - President will Report out any Action Taken in Closed Session

21.0 Adjournment

There being no further business, the meeting was adjourned at 7:41 p.m.