



REGULAR BOARD MEETING
University Park Plaza
Conference Room A – 4TH Floor
2829 University Avenue S. E.
Minneapolis, Minnesota 55414

Minutes

March 15, 2013

Members Present: Christine Black-Hughes, LICSW, Chair
David Hallman, LSW
Jacqueline Johnson, LICSW
Rosemary Kassekert, Public Member
Kenneth Middlebrooks, Public Member
Carol Payne, LSW, Secretary Treasurer
Ruth Richardson, Public Member, Vice Chair
Nicole Roiger, LSW
Tamerlee Ruebke, LSW
Beverly Ryan, LISW
Angie Stratig, LICSW
Antonia Wilcoxon, Public Member

Members Absent: Janna Kovach, LSW
David Sandry, Public Member

Staff Present: Louis Hoffman, Director of Compliance
Sheryl McNair, LICSW, Assistant Director
Brenda Mammenga, Recording Secretary
Connie Oberle, Office Manager
Kate Zacher-Pate, LSW, Executive Director

Staff Absent: Michelle Kramer-Prevost, LISW, Staff Social Worker

1. PROPOSED AGENDA [Attached]

Chair Black-Hughes called the meeting to order at 9:05 a.m. A quorum was present and the Board unanimously approved the proposed agenda.

2. MINUTES FOR JANUARY 18, 2013 BOARD MEETING [Attached]

The Board of Social Work (BOSW) reviewed the January 18, 2013 minutes and Zacher-Pate informed the Board that one figure in the Finance Committee Report needed to be corrected.

A motion was made by Hallman, and seconded by Roiger, to approve the January 18, 2013 minutes with a change in the Finance Committee report on page 16 by changing the total direct and indirect expenses from 26.69% to 42% of the budget. The correct figure may be found in the FY 2013 December 2012 report in the “% Spent of Total Budget” column under “Indirect Costs/Other Costs (From Other Gov’t Agencies)”, and “Total All Expenses”. The motion carried unanimously.

3. **EXECUTIVE DIRECTOR’S REPORT:** Zacher-Pate [Attached]

Zacher-Pate made the following comments:

- Today there will be an appreciation and recognition luncheon for Antonia Wilcoxon who is retiring from the Board.
- Jessica Schultz left her position with the Board, and two new staff members were introduced and welcomed. Lindsey Kahn has filled Schultz’s position as Office Assistant and will be working with the Board members in the areas of assisting with electronic devices and preparing for Board and committee meetings. Shirley Akpelu was hired for a new position on a part-time, temporary status basis through the end of June to assist with file preparation, scanning, and other tasks.
- The Board was the first mental health licensing board (HLB) to partner with the Office of Health, Office of Rural Health, to participate in the Workforce Survey which the agency is mandated to do by state statute. Survey results will give the legislators and policy makers a better idea of the state’s health care workforce to anticipate needs and shortages in the workforce in the future. The survey is attached to every application for licensure renewal and is voluntary. Approximately one year ago the response rate on the survey was 70% and is currently 50%. Also, preliminary data shows that 64% of social workers plan to practice for more than 10 years and also shows that there is not a broad representation of social workers in relation to race and ethnicity in the state.
- Ben Garbe, Assistant Attorney General (AAG), who serves the compliance panels is resigning from the Attorney General’s Office and will be missed. The Board commended Mr. Garbe for his excellent service. Greg Schaefer, the Board’s General Counsel, and Hans Anderson, AAG, will continue to provide service to the Board.
 - The Board will begin a new licensing system project in the near future. The project was mandated in one of the Sunset reports that required the Department of Administration working the HLBs and MN.IT to submit a report to the Legislature by January 15, 2013 about the best licensing system for the HLBs. The recommendations in the report identified the Board of Social Work (BOSW) and three other boards in critical need of replacing their licensing systems. The recommendations included funding and recommendations about types of systems. The BOSW was recommended to move to a custom database system, not the Iron Data product that other state agencies are using. Funding sources include: 1) the BOSW appropriation of \$14,000 to comply with some of the electronic mandates of the Sunset legislation; 2) the appropriation of \$800,000 that the HLBs received two years ago to implement new licensing systems (which expires this June) will be re-appropriated to the HLBS beginning July 1; 3) MN.IT said the third source of funds for the HLBS, regardless of the system chosen, is access to the OET e-licensing fees collected if the other two sources are expended. A Steering Committee has been organized for the project, and nine HLBs will be building a new “common platform” new licensing systems. This is an opportunity for the BOSW because of available funding, excellent IT staff including Grace Rhee, and MN.IT’s support of the initiative. The first step is to complete a systems analysis, cost analysis, draft a statement of work, and begin contracting. The project may take a year to complete.
- Cindy Greenlaw-Benton from the Administrative Services Unit (ASU) has provided a list of bills and initiatives of interest to the HLBs which is included in the Board packet. The following bills were highlighted:
 - The Health and Human Services Finance bills are moving along.
 - Personal Contact Information will be included in data practices.
 - The labor agreements and contracts were ratified and resulted in a 2% salary adjustment for state employees retroactive to January 2013.

- There is a bill addressing maternal and parental depression that is within the context of children’s mental health. One of the provisions is that the HLBs must require licensees working with clients with these issues to have continuing education in this specialized topic area.
- There is a federal level criminal background check bill initiated by Sunset Report process, the Board of Nursing and the Board of Dentistry and supported by the HLBs.
- There is the bill the American Indian Mental Health Advisory Council (AIMHAC) and the BOSW has partnered on so that tribal agency social workers may be included in the current grandfathering (GF) licensing provision. The BOSW Executive Committee, the Board’s ex-officio chair, and the chair of the Legislative and Rules Committee met with and explored short-term options with AIMHAC to include the tribal agencies in the GF provision and to determine long-term solutions to address the needs to include more Native American (NA) and American Indian (AI) social workers in the professional workforce. The Department of Human Services strongly advocated for the BOSW to work on this initiative, and the National Alliance for the Mentally Ill (NAMI) was also very supportive of the bill. With support of the AG, the current statutory language which reads “you are eligible if you are employed in a private nonprofit, nontribal agency” was modified. The word “nontribal” was struck from the bill’s language and was replaced with “or tribal”. Authors of the bill were secured, including an author Tribal Members and NAMI secured in the House, Representative Allen. The BOSW secured authors in the Senate. Hearings occurred in both the House and Senate this week and the hearings were straightforward with unanimous approval. The bill will result in an increase in public protection and practice standards.
- Zacher-Pate thanked Jeanne Nelson, Fond du Lac Tribal Social Worker and the Duluth Urban Representative; Angela Bellanger, White Earth Tribal Social Worker; AIMHAC; DHS; Sue Abderholden, NAMI Executive Director; Black-Hughes; and the Executive Committee for supporting and working through the process of bringing the bill to the Legislature. The following Legislators were key: Senator Sheran, Senate Committee Chair; Senator Rosen; Senator Hoffman; Senate Chief Author, Representative Allen; House Chief Author, Representative Johnson; and Representative Abeler. Also, appreciation was extended to Matthew Bergeron, House Committee Administrator; Chelsea Megadance, House Committee Administrator; and Stratig was also acknowledged for her work and coordination throughout the process.

Stratig responded by thanking Zacher-Pate for her leadership and commitment, and Black-Hughes also thanked Zacher-Pate and said she is an outstanding Executive Director (ED) and team leader.

4. LICENSING UNIT REPORT: McNair, Kramer-Prevost

McNair reported the following:

There has been an increase in applications, including applicants applying for licensing through the GF provision that went into effect on January 1, 2013.

- Following is a comparison of the number of applications received from January 1, 2013 through March 6, 2013 - a period of 65 days – to the same time period in 2012:
 - 163 LSW applications were receive in 2012 compared to 166 LSW applications in 2013.
 - 178 LGSW applications were received in 2012 compared to 216 LGSW applications in 2013.
 - 5 LISW applications were received in 2012 compared to 14 LISW applications in 2013.
 - 39 LICSW applications were received in 2012 compared to 74 LICSW applications in 2013. These applications are very time intensive to process due to the new 360 clinical clock hour requirement. There have been several applicants who must obtain close to or slightly more than 100 of the 360 clinical clock hours through continuing education (CE) or additional coursework from an accredited institution of higher learning as their MSW coursework fell short of meeting the required clinical clock hours.
 - 38 applications for licensure through grandfathering have been received. Telephone calls and emails related to questions about licensure through GF continue to be very time intensive.

- During this time period in 2012 the overall number of applications for licensure received was 385 compared to 470 in 2013.
- Beginning August 1, 2011 licensing supervisors must meet a one-time requirement of 30 hours of training in supervision. Currently, the Board has 1,228 licensing supervisors who have attested to meeting the licensing supervisor requirements, and since August 1, 2012, the Board has approved 23 alternate supervisors. Statistics are being gathered related to where the licensing supervisors are located by county and where licensees who still need supervision are located by county.
- This past Wednesday Hoffman, Kramer-Prevost, and McNair offered a workshop to about 90 participants at the Minnesota Social Service Association (MSSA) Conference titled: "SUPER VISION Defined: Being a Supervisor, Ethical Responsibilities, and Board of Social Work Supervised Practice Requirements".

5. **COMPLIANCE COMMITTEE:** Hallman, Hoffman [Attached - some documents non-public] [Executive Session – portion closed to the public]

Executive Session-Closed to the Public: 10:02 a.m. – 10:38 a.m.

A motion was made by Compliance Panel B to affirm the Order of Reprimand in the Matter of Lynn M. Heidemann, Applicant for Licensure as a Licensed Independent Clinical Social Worker. The motion carried unanimously.

A motion was made by Compliance Panel B to approve the Stipulation and Consent Order in the Matter of Jill A. Kuntz, LGSW #18377. The motion carried unanimously.

Hoffman's report will continue after #7 on the agenda.

7. **REPORTS: Federation of Association of Regulatory Board (FARB): Hallman**

Hallman reported the following:

- The FARB forum was held in San Diego, California on January 25-27, 2013 and was highly recommended by Hallman. He attended sessions including, "What Makes Boards Successful?", "How to Do More with Less", "Can Practitioners Prohibit Clients from Speaking?", "Legislative Sweeps-an Updated Report on Legislative Processes", and "Are Boards Really State Agencies?"

5. **COMPLIANCE COMMITTEE:** Hallman, Hoffman [Attached - some documents non-public] [Executive Session – portion closed to the public] [Continued]

- Hoffman reported there are a number of cases in process in the categories of Agreements for Corrective Action, Stipulations and Orders, and Orders for Reprimand. Most AG investigations are quite new as the completed investigations have been forwarded to the Compliance Panels for consideration. There are 12 Notices of Hearing but there are only two cases as one licensee has duplicate complaints. About one-half of the cases are in the 0-3 month category and about two-thirds are in the remaining categories.
- Hoffman is recommending a change in the Publications Policy and Procedures by making several corrections and updates and by including Stipulations to Cease Practicing Social Work as documents subject to the Policy and Procedures.

A motion was made by Hallman, and seconded by Middlebrooks, to approve the changes in the Compliance Committee's Publications Policy and Procedures as attached. The Board unanimously approved the motion.

[Hallman left the meeting at 11:00 a.m.]

Zacher-Pate commented that the national databanks (HIBDB and PPD) and the Department of Health and Human Services, Office of Inspector General, do random audits across disciplines and across the nation to ensure that regulatory entities are reporting and posting adverse actions for public information to the databanks. PPD is auditing regulatory board websites and the BOSW has been audited and informed that a few cases on the BOSWs website should likely be reported to PPD. The Board has been working with the AG and ASWB to determine if some of the cases should be reported.

[Black-Hughes asked Richardson, Vice Chair, to chair the remainder of the Board meeting.]

6. TRAINING SESSION: American Indian Culture & Tribal Organizations: Stratig

Stratig, Board member since 2008, thanked the Board for asking her to conduct training on tribes in Minnesota and how it relates to social work licensing. She made the following comments:

- There are 11 reservations with 4 Dakota reservations and 7 Ojibwa. 50% of all Minnesota American Indians live on the land masses called “reservations”.
- The presentation, “Medicine Wheel 101” is a model of wellness and includes four quadrants – “Spiritual, Physical, Intellectual and Emotional”.
- Prior to European contact, AIs were self-sustaining as hunters, fishermen, gatherers, and they moved as needed. After European contact, AIs were colonized by being relocated to reservations, houses, undesirable land, and were taught to farm and forced to become dependent on the government for sustainability.
- The result of colonization interrupted the balance and harmony established by the traditions of the people, confused the roles between the sexes, interrupted the connection between ancestors and future generations, broke family structure, changed community-based way of living to an individualistic way of living, and created dependency on the colonists for all physical needs. These actions damage the Medicine Wheel and reflect the effect of the damage to the AI culture.
- Identities of the AIs are defined in three categories: “Low acculturation, traditional” (Living as close to the way of their ancestors as possible), “Walking in both worlds” (dual status or no status), and “Highly acculturated” (very connected to mainstream values and culture).
- Stratig’s family, from Canada, experienced the effects of living in boarding schools. Richard Pratt was the founder of the Carlisle Indian School in the U.S., and the purpose of the schools in the U.S. and Canada was to assimilate AI children into European culture, to teach the AI children that their traditional ways were wrong and “uncivilized”, and to teach them trade/service jobs like house cleaning or carpentry.
- The teaching style of the schools included many rules with little or no choices: the children were forbidden to practice traditions or speak the language; their days were filled with many tasks giving them little personal time or energy to think, no privacy, harsh punishment, and individualism with the expectation to spy on one another, pitting children against each other.
- The effects of the boarding school teaching style left future generations unwilling to communicate with school personnel due to lack of trust or fear. The students and dependents were afraid of or resistant to education and were not educated in ways that would help them thrive in the European society. The AI parents who went to boarding schools learned parenting skills from an institution, and the rich AI culture and language was lost for many people.
- From 1958-1967 there was the Indian Adoption Project which was a way to take AI children away from the Western tribes and have them adopted into non-Indian East Coast and Midwest families. Arnold Lyslo, Project Director, commented “One can no longer say that the Indian child is the ‘forgotten child’”. AI tribes denounced the project as the most recent in a long line of genocidal policies toward native communities and cultures.
- The Indian Child Welfare Act was passed by Congress in 1978 in response to the Indian Adoption Project and is still in effect. When an Indian child is placed outside the home and placed in social services, the child must be placed within their tribe; and if that is not available, the child must be placed with an Indian family; and if that is not available, the child will be placed in a non-Indian family with cultural support.

- AIs and the U.S. government have a unique relationship called sovereignty which other groups do not have due to the AIs having treaties with the U.S. government. The treaties were made for the AIs to have access to land and/or natural resources or casinos.
- The following are considerations when working with AI families: If a social worker suspects they are working with an AI child or family, they should ask if they are an AI to provide culturally specific services; making eye contact is not always appropriate; traditional learning styles include an observation period followed by a “learn by doing” period; community-based vs. individual based myth; saying “bye” instead of “goodbye”; poverty; traditional AI culture is much different from mainstream culture so do not make assumptions, but ask questions; and the cultural view related to mental health can be misunderstood if not familiar with the culture.
- The following are mental health specific considerations: the AI population typically under-utilizes mental health services and AI people historically have mistrust for non-Indian providers. According to the “Culture, Race, Ethnicity Supplement to Mental Health: Report of the Surgeon General”:
 - In a Northern Plains study, 61% of the children experienced a traumatic event and of those youth diagnosed with any depressive disorder, 60% also had substance disorders.
 - The AI and Alaska Native population reports higher rates of frequent distress than the general population.
 - The rate of suicide for AI males ages 15-24 account for 64% of all suicides by AI/AN individuals.
- The following are considerations in the mental health diagnostic assessment:
 - Trust and assessment accuracy
 - Gauging levels of acculturation
 - Axis I: PTSD, anxiety, depression, dual diagnosis
 - Axis II: Borderline, anti-social (over diagnosis)
 - Does the Diagnostic Assessment include connection to culture question?
- The following should be considered when treating post-traumatic stress disorder (DSM-IV)
 - Has the person been exposed to a traumatic event in which both of the following were present: 1) the person experienced, witnessed, or was confronted with an event or events that involved actual or threatened death or serious injury, or a threat to the physical integrity of self or others, or 2) whether the person’s response involved intense fear, helplessness, or horror.
 - Has the traumatic event been persistently re-experienced in one or more of the following ways:
 - Recurrent and intrusive distressing recollections of the event, including images, thoughts or perceptions.
 - Recurrent distressing dreams of the event.
 - Acting or feeling as if the traumatic event were recurring.
 - Intense psychological distress or exposure to internal or external cues that symbolize or resemble an aspect of the traumatic event.
 - Are there persistent symptoms of increased arousal as indicated by two or more of the following:
 - Difficulty falling or staying asleep.
 - Irritability or outbursts of anger.
 - Difficulty concentrating.
 - Hyper vigilance.
 - Exaggerated startle response.
 - All symptoms last more than one month, cause clinically significant distress or impairment in social, occupational, or other important areas of functioning.
- The AIMHAC brochure, 2013 states the following:

“Although efforts are under way, there remains a serious lack of mental health professionals who are trained to understand the vast effect that culture has on the understanding and practice of mental health with AIs. The lack of such an understanding has consistently led to misdiagnosis and inappropriate treatments.”
- While tribal licensure exists, their professionals are not able to practice off the reservation even though standard tribal licensure meets or exceeds state standards.

Zacher-Pate asked if Stratig or the AIMHAC have recommended strategies for the Board in dealing with the issues she addressed. Stratig responded that increasing the number of AI licensees would help significantly as well as training for non-Indian people to learn to identify cultural issues or identify whether they are aware of the issues facing the Indian people in order to assess or refer cases to those who have more competency on the issues. Stratig also stated that the AIs are strong and resilient people.

Richardson thanked Stratig for the excellent presentation.

Recognition Luncheon for Antonia Wilcoxon, Retiring Board Member [12:05 – 1:00 p.m.]

Board members extended appreciation for Wilcoxon’s many years of service as a public member, and her efforts to promote diversity and cultural inclusion.

8. COMMITTEE & LIAISON REPORTS:

A. Advisory Committee (AC): Wilcoxon, Kovach [Attached]

Wilcoxon asked Zacher-Pate to report. Zacher-Pate noted the committee minutes contain detailed information and she reported on the January Board meeting. The committee made a motion to create an additional seat on the AC and appoint an AI representative. An invitation will be extended to Bunny Jaakola, AIMHAC Chair, to consider and seek appointment of a representative to serve on the AC.

Kay Hanson, AC Chair, commented that the committee will work to become knowledgeable and educated on conferences/training session offered by AC members in order to support and use opportunities to positively impact social workers and the state as a whole. Hanson also thanked Board Chair Black-Hughes for approving the new seat on the AC.

B. Application Review Committee (ARC): Black-Hughes, Stratig, McNair

Richardson made the following comments:

- At the last Board meeting, the Board was asked to consider whether an agency could include a program within an agency. Today the Board will be asked how it interprets a program. For example, could a program include a department or a caseload?

McNair made the following comments:

- ARC decisions need to be made in relation to the private nonprofit, nontribal agency whose primary service focus addresses ethnic minority populations. Discussion has occurred about the difference between an agency and a program and whether an agency or program was intentionally designed for the purpose of having a primary service focus that addresses ethnic minority populations rather than this occurring incidentally or coincidentally.

Richardson stated that the word “addresses” is used within 148E and not the word “intent”. Zacher-Pate stated that when the law was enacted in 1987 it appeared legislative intent was not to exclude most private nonprofit agencies, but allow an exemption for agencies addressing ethnic minority populations when the social worker was a member of an ethnic minority population.

McNair offered in considering an agency or program within the agency, was the agency or program intentionally designed to have a primary service focus that addresses ethnic minority populations rather than having this occur incidentally or coincidentally? Therefore, may GF applications be approved accordingly?

A motion was made by Roiger, and seconded by Middlebrooks, for the Board to approve grandfathering applications for individuals employed in an agency or program intentionally designed for the

purpose of having a primary service focus that addresses ethnic minority populations rather than having this occur incidentally or coincidentally. The Board unanimously approved the motion.

Richardson asked McNair to bring the Board up to date regarding exemptions in the past regarding school, hospital and nursing home social workers who were required to become licensed in 1995-1996. McNair said there have been two applications the ARC has denied as their employment settings were in a school. Also, several applications have been received with employment listed as a health care setting. The question is whether the health care setting is a hospital or nursing home, as social workers employed in these settings would not be eligible to apply for licensure through grandfathering because they were required to become licensed as of 1996. Board Staff will use the Department of Health's website to check to see if a health care setting is defined as a hospital or nursing home. In addition, several cases have been sent to compliance for potential unlicensed practice.

D. Communication Education Outreach Committee (CEOC): Wilcoxon

Wilcoxon reported the following:

- The Board had the opportunity to review fliers, brochures, the strategic map and reviewing tasks that have been accomplished. Discussion has occurred about education and outreach areas that need to be expanded including increasing public knowledge of the Board's role. Priority activities include the expanded committee and developing a comprehensive education outreach and communication plan, determining target audiences and tailoring educational relationship building, increasing awareness of the Board as a regulatory agency, and considering creative outreach including online media. The following organizations may be interested in educational opportunities, Councils of Color, which include African American, Chicano Latino, American Indian, and Asian Pacific Islanders; and potential employers such as the United Way, ethnic festivals, and immigrant radio stations. More discussion is needed about how to provide information electronically. Wilcoxon also offered to continue being a connection between the Board and the community.

C. Association of Social Work Boards (ASWB): Middlebrooks, Johnson, Zacher-Pate

Middlebrooks reported the following:

- Richardson, Zacher-Pate as Administrator Forum Chair, Johnson as Chair of the Regulations and Standards Committee, and McNair will attend the spring meeting. Middlebrooks has been asked to chair the By-laws committee but will not attend this meeting.

E. Council of Health Boards: Kassekert

Kassekert reported there was no meeting.

F. Executive Committee: Black-Hughes, Richardson, Payne

Black-Hughes reported the following:

- The committee was asked for a volunteer to replace Wilcoxon on CEOC and Richardson agreed to be a member and chair the committee.
- The Executive Committee approved Zacher-Pate's performance evaluation which occurred at the January Board meeting. Zacher-Pate received the highest ratings in the evaluation, and if an achievement award becomes available, the committee will approve it.
- Staff has received a 2% wage increase.

G. Finance Committee: Payne [Attached]

Payne reported the following:

- This is the second year of the biennium and today's report is dated FY 2013 February 2013. The budget is at 67% of the fiscal year. Direct operational expenses are at 40.11% of the budgeted amount, the IT budget is at 54.6%, and indirect operational expenses are at 51.64%. The AG budgeted amount is at 59.02%. The total direct and indirect costs are in error at 26.76%.
- The receipt report is through February 28, 2013. Total revenues are at 75.91% and overall revenues are increasing in a cyclical pattern according to when students are applying for licensure.

Zacher-Pate made the following comments:

- The HLB appropriations are included in the Senate Omnibus bill, SF 1034, Article 14 (Health and Human Services). The Governor recommended that the Board's base budget be \$1,054,000 per each fiscal year. The Governor did not approve the 3% operational cut for the HLBs and he did not approve any of the investment change items that the HLBS submitted. The 3% cut and BOSWs investment change item and an increase in staff funds almost match; thus, the BOSW remains stable.
- The House file Omnibus bill is 1233 and mirrors the BOSWs appropriation proposal within Article 14 at line 469.12.
- The Governor took a neutral position on the investment change items and did not include any of the HLB change items in his budget. The HLB EDs, after consultation with the Executive Budget Officer, proposed an appropriation bill to include the HLB investment change items in both the House and Senate.

H. HPSP: Kassekert

Kassekert reported the following:

- Kermit Fruechte, AAG, reported on HPSP's reporting responsibilities to the HLBs. The report was not in writing as it is legal and privileged.
- Diversion has changed since the program was first approved. If the diversion is for the professional's own use, the information is confidential and it has been non-disciplinary in nature. However, the Nursing Board believes all information should be reported to the HLBs including professionals who divert from patients. According to statute, the law has to be uniform across all HLBs.
- Marc Meyer, MD, Director of HPSP at Hazelden, and Tom Pozell, graduate student at Hazelden, gave a presentation at the February meeting. Meyer stated the prevalent addiction for social workers is alcohol and the most difficult addiction to treat is nicotine.
- The 2013 FY mid-year report was discussed.

I. Legislation & Rules Committee: Hallman

In Hallman's absence, Richardson reported there was no meeting.

J. Legislative Task Force: Middlebrooks, Wilcoxon

Richardson reported there was no meeting.

K. Nominating Committee: Sandry

Richardson reported there was no meeting.

9. PUBLIC COMMENT

Alan Ingram, President of NASW-Minnesota Chapter, commented that legislative intent is not always easy to determine over 20 years later. The first draft of the bill had no exemptions regarding the primary focus of an

agency. As groups came forward, it was discussed what could be done with public unions, minority groups, and tribal groups.

10. OTHER BUSINESS

There was no other business.

11. ROUNDTABLE

- Oberle said there is a new expense form and she will forward a copy to the Board electronically.

12. ADJOURN

The meeting adjourned at 2:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Carol Payne LSW". The signature is written in black ink and includes a long horizontal flourish at the end.

Carol Payne, LSW
Secretary-Treasurer