



## **CAMTC Board of Directors Meeting**

### **MINUTES – OPEN SESSION**

**August 30, 2022**

**Courtyard by Marriott Marina del Rey**

**4360 Via Marina**

**Marina del Rey, CA 90292**

Directors Present: *Ron Bates, Mike Callagy, Mark Dixon, Shana Faber, Heather Forshey, Jeff Forman, Sara Frazier, John Lambert, Michael Marylander, Bernadette Murray, Sean Thuilliez*

Directors Absent: *Stephany Powell*

Staff Present: *Ahmos Netanel, CEO; Beverly May, Director of Governmental Affairs, Human Trafficking and IT; Roberta Rolnick, Outreach Director; Joe Bob Smith, Director of Educational Standards Division; Rick McElroy, Director of Law and Code Enforcement Relations; Sharla Maxey, Legal Secretary/Paralegal*

Special Counsel: *Alison Siegel*

#### **1. Call to Order, roll call and establish quorum**

Chairperson Jeff Forman called the meeting to order at 8:40 a.m. and established a quorum.

#### **2. Chair's Comments**

- Welcome/Introductions

- Rules of Debate

Chairperson Forman congratulated the Board, Staff and AMG for the tremendous amount of effort put forth this past year. What a great team! It has not been an easy few years and the Chair expressed his appreciation for all the hard work as we continue in the right direction.

### **3. Approval of minutes from June 14, 2022 meeting.**

**MOTION 08302022:1 Bates/Faber - Motion to approve open session minutes from the June 14, 2022 Board meeting as presented.**

**MOTION PASSES**

**ROLL CALL VOTE: Yes 9; No 0; Abstain 0**

Ron Bates - Yes

Mike Callagy – Yes

Mark Dixon – Yes

Shana Faber - Yes

Heather Forshey – Yes

Sara Frazier - Yes

John Lambert - Yes

Michael Marylander – did not vote

Bernadette Murray – Yes

Sean Thuilliez – did not vote

Jeff Forman – Yes

### **4. Chief Executive Officer's Report**

Mr. Netanel referred to his report in the Board Packet.

## **Legislative Update**

Mr. Netanel reported Assembly Bill 2687 extends the Sunset date by four years to January 1, 2027 and repeals the language stating it is the intent of the Legislature to consider creating a new licensing board to regulate the massage therapy through the sunrise process. A sunrise survey was introduced to the Legislature this year and the conclusion was to repeal any language that has to do with considering licensure in the future was removed from the law. It exempts applicants for certification from the requirement to take and pass a national examination until January 1, 2027. It also provides CAMTC with discretion to give credit for comparable courses from schools outside of the United States which we did not have previously. It allows CAMTC to appoint an attorney to the Board who represents a county or city in lieu of only a city attorney. Needless to say, it has been quite a journey for CAMTC the last couple years. The Sunset hearings this year were very robust. In conclusion, this Board has a lot to be proud of, when we tally all the votes at the Legislature this year, there were 215 votes. All votes were in favor of continuing CAMTC in its current form. There were no votes in opposition. This is monumental. This is rare in the state of California to have all the republicans and all democrats agree on something like CAMTC. We are looking forward to continued conversations and working in collaboration and partnership with all stakeholders for the purpose of protecting the public as well as elevating the profession.

## **National Convening – Human Trafficking**

Mr. Netanel reported that California is leading the way on the issues of massage and really trying to make a difference and disrupt the concept of the massage profession being hijacked by human traffickers. One of the main partners in this effort is the National Association of Attorney Generals. Within the Association are the top fifty law enforcers in the nation. Understandably, they really take their time and they carefully vet who they decide to engage and partner with. But now it is official, the National Association of Attorney Generals is partnering with CAMTC and with four other entities to co-host a two-day conference on January 11<sup>th</sup> and 12<sup>th</sup>, 2023, in downtown Los Angeles to address this issue. We are expecting at least 500 to attend which is by invitation only. There will be several stakeholders involved in these issues, including FBI, CIA, local law enforcement, massage regulators, etc. The actual list of speakers is being prepared and will be announced soon. This is an opportunity to elevate the profession to a place where a massage establishment is not seen as just a front for prostitution and human trafficking. We are very excited about this event and having the entire nation come to California to have conversations on these issues.

## **Strategic Priorities**

Mr. Netanel reported on two of the Strategic Priorities for 2022. The first, reaching out to all elected officials in cities and counties and offering to assist them with any issues relative to updating their massage ordinances. We have been waiting on sending that communication until the outcome of the Sunset process was known. We anticipate sending out the letter from the Chair to the elected officials in the near future.

The second issue has to do with the result of the survey we conducted regarding inappropriate conduct by massage clients and how certificate holders have handled that issue. We expect to have the results by the end of this week or end of next week. We will be using responses to this survey to put together educational materials and tools to educate

certificate holders about this issue. CAMTC's mission is to protect the public and we always have to remember, massage therapists are part of the public. It is very important we protect the dignity and safety of massage therapists.

## **Operations**

Mr. Netanel referred to the Performance Metrics in the Board Packet. A new chart has been added. In a Board Meeting at the beginning of the year, we had Board members ask for more historical data. We have added an additional chart which includes a historical prospective on how we do on the performance measure force which tends to be one of the most important measures for everyone to refer to in terms of the average number of days to complete formal discipline against a certificate holder.

Mr. Netanel referred to the application processing and customer service charts in the Board Packet.

Mr. Netanel was also pleased to share that all AMG staff are back in the office.

## **Monkeypox**

CAMTC has been closely monitoring the Monkeypox situation. We did not react to it, but we monitored it. We had experience with COVID-19 when CAMTC was one of the first entities to begin rapidly sending bulletins and updates. It became clear to us that Monkeypox is not like COVID - it is a different situation which requires a different kind of response. As mentioned in the report, an advisory was sent to the certificate holders. We also engaged in conversation with the Los Angeles County Department of Public Health. We are working collaboratively with them as the Monkeypox situation develops.

One thing we learned from COVID is though we do have open lines of communication with both the counties and state, it is very helpful to have a knowledgeable expert on our team. After listening to an interview with Dr. Jeffrey Klausner, Mr. Netanel was very impressed with how sensible he was, read his background and felt that CAMTC would benefit from his kind of expertise in public health. Unfortunately, COVID and Monkeypox will not be the only public health issues the massage profession will have to deal with. CAMTC is being proactive by bringing someone on our team who can assist guiding us through these issues. Dr. Klausner has agreed to act as an advisor to CAMTC. Dr. Klausner is not only a medical doctor, public health professional and professor, but he actually had hands-on experience with public health when he used to be with the San Francisco Department of Public Health and was involved with massage establishment regulations and related issues. Mr. Netanel introduced and welcomed Dr. Klausner.

Dr. Klausner thanked Mr. Netanel and referred to his Biography in the Board Packet. As mentioned, he was a Deputy Health Officer in San Francisco from 1998 to 2010. At that time, Dr. Klausner worked closely with Dr. Tomás J. Aragón, who is now the State Public Health Officer and also, at the time, Governor Newsom was the Mayor. Has had great relationships with key people in this state and over the past twenty years have been very involved with a variety of different state legislative initiatives working in the assembly on the Senate side and doing different kind of testimony. Particularly pleased to see the mission of CAMTC is

protecting the public, the participation here today and continued commitment and the fact that CAMTC takes this seriously makes Dr. Klausner happy to be involved and supportive as he can. He has been very involved with the COVID-19 response over the past two years and was actually one of the motivations for me to move from UCLA. A year and a half ago, he moved to USC to give him more time to work on COVID and actually helped set up a lot of the big testing programs at Dodger's Stadium in Oakland as well as the big drive-through vaccination programs. Having left that role, it has given him more of an opportunity to work on partnerships which he believes is a really important way as the state continues to evolve and move forward.

## **Finance**

Mr. Netanel referred to the financial reports included in the Board Packet.

## **CAMTC's organizational structure - update**

Mr. Netanel further reported CAMTC's organizational chart is still being prepared. We are working and rearranging roles within the BRD and Legal Department. The updated organization chart will be presented at the next Board meeting.

## **5. Proposed Amendments to the Policies and Procedures for Approval of Schools**

Mr. Smith referred to the proposed amendments in the Board Packet. Mr. Smith stated that we currently accept education from our approved schools. We also accept up to 125 hours of various subjects from public colleges and universities, i.e., the UC system, community college system, etc. This proposed amendment to the Procedures will allow us to accept from both public and private accredited universities as defined in the Business and Professions Code.

We also proposed to change the subject matter, just slightly. We separated kinesiology from anatomy and physiology. We also proposed to remove business because last year when the Board changed the curriculum requirements, the business definition that was listed became a little more about the massage laws and regulations in California and most of the business that is completed on a university level is a different kind of business that is not really the equivalent that would be taught in a massage school. Therefore, we did not feel like that was appropriate.

**MOTION 08302022:2 Forman/Bates – Motion to Approve Amendment to CAMTC's Policies and Procedures for Approval of Schools, Section 5.B.g. as presented.**

**MOTION PASSES**

**ROLL CALL VOTE: Yes 8; No 0; Abstain 1**

Ron Bates - Yes

Mike Callagy - Yes

Mark Dixon - Yes

Shana Faber - Yes

Heather Forshey - Yes

Sara Frazier - Abstain

John Lambert - Yes

Michael Marylander – did not vote

Bernadette Murray - Yes

Sean Thuilliez – did not vote

Jeff Forman - Yes

**6. Posting disciplinary information about Certificate Holders and CAMTC Approved Schools**

To date, the Board has made a decision to only post disciplinary decisions. Disciplinary decisions mean: action that CAMTC has taken against a Certificate Holder, not an applicant. Special Counsel Alison Siegel reported that we currently post on the Verify Certification website that someone has an “active” certificate, an “expired” certificate, and the disciplinary pieces of that are: “revoked” certificate; “permanently revoked” certificate or “suspended” and then there are two legacy status which you may see, but are very rare. These are what is currently posted and are related to those who are certified, not applicants.

Ms. Siegel noted that this issue needs to be divided into two categories. The first is certificate holders and whether we want to change the type of information posted about certificate holders. The second is discussing whether CAMTC now wants to post anything about denied applicants. In terms of individuals who are currently certified, what is currently posted now is just the status and does not include the reasoning for that status. Increasing the amount of information posted on the website raises some significant and serious issues. Saying a certificate has been revoked can't really be challenged. But if information is posted about the reasoning behind the revocation, CAMTC might face challenges claiming defamation/libel of the former certificate holder.

A defamation claim can include significant damages and would take many resources to defend, including the use of outside legal counsel and in-house attorneys. These are all things for the Board to consider in regards to posting disciplinary information regarding certificate holders as well as what and how much information.

CAMTC does not currently post any information about applicant denials. The Board can consider whether or not to do so and whether to differentiate between education-based and background-based denials. However, Ms. Siegel pointed out that this can be really tricky because in a lot of situations those individuals who are being denied based on education are really being denied because of educational fraud. So at the end of the day, it is really hard to differentiate between the denials and to know who falls into which category.

Posting information about denied applicants has the same risk as posting more information about revoked or suspended certificate holders – possibly claims of defamation which include the possibility of significant damages and the significant use of CAMTC’s legal resources.

After a robust discussion among members of the Board, no action was taken.

## **7. Proposed Amendment to Employee Handbook - Juneteenth**

Mr. Netanel referred to the proposed amendment in the Board Packet which adds another holiday in our Employee Handbook as specified. Mr. Netanel clarified this only applies to CAMTC employees, not AMG employees as they do not work directly for CAMTC. However, AMG does observe this holiday as well.

**MOTION 08302022:3 Murray/Bates - Motion to approve amendment to CAMTC Employee Handbook adding Juneteenth as a recognized holiday as presented.**

**MOTION PASSES**

**ROLL CALL VOTE: Yes 9; No 0; Abstain 0**

Ron Bates - Yes

Mike Callagy - Yes

Mark Dixon - Yes

Shana Faber - Yes

Heather Forshey - Yes

Sara Frazier - Yes

John Lambert - Yes

Michael Marylander - did not vote

Bernadette Murray - Yes

Sean Thuilliez – did not vote

Jeff Forman – Yes

## **8. CAMTC's Career Opportunity Program**

Mr. Netanel reported this is a program the Board started several years ago which used to be done by physical mail. The last two renditions have been conducted electronically. The program was in response to the numerous inquiries from massage business owners who were interested in recruiting certified professionals, as well as certificate holders who were asking staff about work opportunities. The Legislature always asks CAMTC about workforce development during the Sunset process and we are able to provide that information.

**MOTION 08302022:4 Bates/Marylander - Motion to re-authorize staff to continue implementing CAMTC's Career Opportunity Program indefinitely and report back to the Board upon the Board's request.**

**MOTION PASSES**

**ROLL CALL VOTE: Yes 10; No 1; Abstain 0**

Ron Bates - Yes

Mike Callagy – Yes

Mark Dixon – Yes

Shana Faber - Yes

Heather Forshey - Yes

Sara Frazier - Yes

John Lambert - Yes

Michael Marylander - Yes

Bernadette Murray – No

Sean Thuilliez - Yes

Jeff Forman - Yes

## **9. Treasurer’s Report**

Mr. Marylander reported CAMTC is in good financial shape and holding steady at approximately 50,000 certificate holders which is where it has remained since the pandemic. New applications are down slightly, but re-certifications are up. Through June 30, 2022, 92% of people have recertified. Therefore, based on the history, only about one out of ten certificate holders do not renew their certificate after two years. It is important that we obtain new certificate holders to replace the ones who do not recertify.

Mr. Marylander further reported that revenue through the period was slightly higher and expenses were slightly lower. Therefore, we had a net income increase relative to budget loss, as well as significant cash on hand.

## **10. Employee Benefits**

Mr. Netanel referred to the Resolution in the Board Packet which is identical to what the Board passed last year. Mr. Bates and Mr. Netanel had a conversation with our benefit consulting firm regarding what they anticipate to be an appropriate number for this year; they said it is probably going to be a little more than \$80,000, but felt at this point to bring it to the Board to have something on record that the Board authorize to allocate a total of \$80,000 divided among all eligible employees except the CEO.

**MOTION 08302022:5 Bates/Forshey - Motion to approve the allocation of a total of \$80,000 (divided among all eligible employees except the CEO) as an employer contribution for the Plan year 2022.**

**MOTION PASSES**

**ROLL CALL VOTE: Yes 9; No 0; Abstain 0**

Ron Bates - Yes

Mike Callagy – Yes

Mark Dixon – Yes

Shana Faber - Yes

Heather Forshey – Yes

Sara Frazier - Yes

John Lambert - Yes

Michael Marylander – did not vote

Bernadette Murray – Yes

Sean Thuilliez – did not vote

Jeff Forman – Yes

### **11. FSMTB 2022 Annual Meeting**

Mr. Forman reported the FSMTB 2022 Annual meeting will be held in North Carolina in October. Mr. Forman will be the representative delegate, with Beverly May and Joe Bob Smith also attending.

**MOTION 08302022:6 Dixon/Callagy - Motion to designate Chairperson Forman as Delegate to the FSMTB 2022 Annual Meeting in North Carolina.**

**MOTION PASSES**

**ROLL CALL VOTE: Yes 9; No 0; Abstain 0**

Ron Bates - Yes

Mike Callagy – Yes

Mark Dixon – Yes

Shana Faber - Yes

Heather Forshey – Yes

Sara Frazier - Yes

John Lambert - Yes

Michael Marylander – did not vote

Bernadette Murray – Yes

Sean Thuilliez – did not vote

Jeff Forman – Yes

## **12. 2023 Strategic Priorities**

Five Strategic Priorities for 2023 have been proposed by staff. Mr. Netanel stated that reviewing Strategic Priorities in this meeting is so important because staff will present the budget for the following year at the November meeting and we have to keep in mind what the Board would like to see accomplished by the end of next year when creating the budget. Every year when staff prepares for this meeting, we recognize we do have oversight from the Legislature and what is presented is influenced by conversations, votes, documents, laws, bills, etc. Staff had the opportunity to have a conversation with the CAMTC Chair and Vice Chair and we have included a couple of the items they have recommended as well. Traditionally, the way this Board handled this is to take a vote to suspend the Rules of Debate to allow for free-flowing, open conversation regarding the proposed Strategic Priorities.

**MOTION 08302022:7 Forman/Dixon - Motion to Suspend Rules of Debate.**

**MOTION PASSES**

**ROLL CALL VOTE: Yes 11; No 0; Abstain 0**

Ron Bates - Yes

Mike Callagy – Yes

Mark Dixon – Yes

Shana Faber - Yes

Heather Forshey – Yes

Sara Frazier - Yes

John Lambert - Yes

Michael Marylander – Yes

Bernadette Murray – Yes

Sean Thuilliez – Yes

Jeff Forman – Yes

After a comprehensive discussion among Board members regarding the 5 proposed Strategic Priorities for 2023 and various suggestions for revisions, the Board approved all 5 Strategic Priorities with the following minor revisions to Priorities 1 and 4.

**MOTION 08302022:8 Forman/Lambert - Motion to approve the 5 proposed Strategic Priorities for 2023, including the following slightly amended versions of priorities 1 and 4:**

1. **Assessment Examination:** AB 2687 extends the current pause on the requirement for new applicants to take and pass an examination until January 1, 2027. CAMTC will invite input from a wide range of stakeholders, conduct an analysis exploring the issues regarding reinstating an examination requirement and identify potential solutions to the issues. Staff will report the interim findings to the Board by December 31, 2023 and will report final findings to the Board by December 31, 2025.
  
4. **Local Government:** To collaborate with cities and counties, including local law enforcement and public health departments as needed, to implement the Massage Therapy Act, and to develop ordinances reflecting best practices in massage regulation for cities and counties to adopt that will respect local control, client/patient privacy, and the dignity of the profession of massage therapy.

**MOTION PASSES**

**ROLL CALL VOTE: Yes 11; No 0; Abstain 0**

Ron Bates - Yes

Mike Callagy – Yes

Mark Dixon – Yes

Shana Faber - Yes

Heather Forshey – Yes

Sara Frazier - Yes

John Lambert - Yes

Michael Marylander – Yes

Bernadette Murray – Yes

Sean Thuilliez – Yes

Jeff Forman – Yes

### **13. Selection of Legislator of the Year Award Recipient**

Mr. Netanel referred to the insert in the Board Packet regarding Senator Richard D. Roth and recommends the Board vote to give Senator Richard D. Roth, Chair of the Senate Business and Professions Committee the CAMTC Legislator of the year award. In addition to his Biography, we were impressed with how diligent Senator Roth has been through the Sunset process. We have worked with different Chairs over the years and some engage more and some less. Senator Roth really took his time, not only in public meetings, but in between meetings as well; very hands-on and involved. Elected officials who take their jobs seriously should be commended and therefore, we recommend the Board elect Senator Roth as Legislator of the year.

**MOTION 08302022:9 Forman/Dixon - Motion to approve Senator Richard D. Roth as recipient of CAMTC's Legislator of the Year Award.**

**MOTION PASSES**

**ROLL CALL VOTE: Yes 11; No 0; Abstain 0**

Ron Bates - Yes

Mike Callagy – Yes

Mark Dixon – Yes

Shana Faber - Yes

Heather Forshey – Yes

Sara Frazier - Yes

John Lambert - Yes

Michael Marylander – Yes

Bernadette Murray – Yes

Sean Thuilliez – Yes

Jeff Forman – Yes

#### **14. CEO Performance Evaluation**

The performance evaluation was held in closed session as allowed by the Open Meeting Act.

#### **15. Closed Session Regarding CEO Performance Evaluation Pursuant to California Government Code section 11126(a)**

Mr. Forman called the meeting to closed session at 12:35 p.m.

#### **16. Closed Session with CAMTC Legal Counsel Pursuant to California Government Code section 11126(e)**

Mr. Forman called the meeting to closed session at 12:35 p.m.

#### **17. Return to Open Session and Announce Any Action Taken under Item 15**

The meeting returned to open session at 1:20 p.m.

Ms. Siegel reported no action taken was taken in the personnel closed session.

#### **18. Director of Governmental Affairs, Human Trafficking Report**

Ms. May reported they have been very busy assisting local government on their ordinances and recently discovered a few good ones to use as samples in Southern California and the central valley. Prevention is key. There are the four “Ps” paradigm which the United Nations Human Trafficking came up with: prevention, protection, prosecution and partnerships with victim services through coalitions. CAMTC is working on a new training for city and county staff that look at the establishment regulations to have more targeted application for the establishment permits in those jurisdictions to find those problems ahead of time.

Ms. May provided updates on the State Legislation as outlined in her report in the Board Packet.

Ms. May further reported that she and Mr. McElroy participated in meetings with San Diego and the South Bay coalition to end human trafficking out of Santa Clara and San Bonita

counties which have strong massage focuses. Most exclusively on trafficking of minors. The San Francisco collaborative against human trafficking has their annual conference October 14, 2022. Ms. May is organizing one panel on the nexus between labor and sex trafficking and will make sure one of the panelists focuses on massage.

## **19. Director of Educational Standards Division's Report**

Mr. Smith referred to his report. It has been a busy year of resetting our new normal of schools. For those who have been around awhile know that our school approvals are every four years. Last year, the Board offered schools, as one of the remedies, the opportunity to extend their current approvals by six months, and several of the schools did that. Many of the schools expiring around the end of June, beginning of July took advantage of that which put them now expiring at the end December and early January. We have had our first half of the year where we got through all of the remaining schools who were expiring and had applied for re-approval earlier in the year and now we are beginning to work on all our Fall schools who have applied for re-approval. It is still a busy year and because of the pandemic, we have not made site visits. Now we are able to do site visits to all the approved schools as well as keeping up with the monthly schools' calls which has been great for the schools with high participation. These calls are well received. What we have been hearing from the schools, they are relieved CAMTC is continuing for another four years. As we know, schools do not turn on dime, they need long term planning. They like stability to plan out their schedules, know what they are doing in the future. They are excited to have some resolution and not worry about Sunset for quite some time. Some schools were excited the exam requirement continues to be suspended and some wanted the exam to come back; there are differing voices.

The schools are also curious about the acceptance of foreign education which is another thing we will be addressing. At least one of our schools does teach classes in foreign countries. Therefore, there are many things to consider as we look at that policy on all the different aspects, not those who have just attended the schools in foreign countries, but our own approved schools who have foreign education programs as well as some others.

Mr. Smith further reported, September 13, 2022 is a big date for our distance learning. You may recall during the pandemic, we began our distance learning right before everything shut down. March 12, 2020 was when we issued our first temporary policy for the acceptance of distance learning. Prior to that, CAMTC did not accept distance learning. Schools were governed by this policy, the way it was written, expired on September 13, 2021. For students who had started the program on or before September 13, 2021, it gave them up to twelve months to complete their program under that policy. As of September 13, 2022, distance learning will expire. Therefore, on September 14, 2022, all students will be required to comply with CAMTC's previous procedures regarding education.

A board member inquired about an analysis which was done years ago regarding the establishment of a school in California that is no more than 50 miles from any point in the state. Has the reduction in the number of schools jeopardized that status? Mr. Smith responded at the time, the study indicated approximately 93% of the population was within an hour driving distance from the school. Most of the schools that have closed are in areas where there are other schools. We have not done this study again. Mr. Bates requested to

have the study done again and presented at the next Board meeting as the Legislature is interested in this as well. Mr. Netanel confirmed this can be done by staff, but we need time to have it prepared. Mr. Smith suggested presenting the study to the Board in January 2023 as we are not sure, at this point, if all schools will reapply and if they will be reapproved.

## **20. Director of Law and Code Enforcement Relations' Report**

Mr. McElroy referred to his report in the Board Packet. Mr. McElroy reported that he was interviewed by Dr. Stephany Powell regarding strategies Los Angeles Police Department utilized in the 80s, 90s and 2000s to get rid of illicit massage and we used the Red Light Abatement Act on a lot of them as well as reverse sting operations on the massage business. This is an article Dr. Powell is writing for her nonprofit.

Mr. McElroy reported about a great meeting with the San Diego District Attorney's office. This is something Mr. Netanel has set up through the MOU we have with District Attorney Stephan. The intent of the MOU is to invite top law enforcement in every city in San Diego, whether they are a sheriff or police chief, to have a Zoom meeting with Mr. McElroy and Mr. Netanel (who sits in on most of the meetings) speaking with them and discussing their issues.

Mr. McElroy further reported that trainings via Zoom are averaging approximately thirteen a month. There were approximately forty people in attendance at the last Zoom meeting and it keeps increasing. They are attending from all over the state; individuals from Humboldt County to El Centro, Riverside, Alta Blithe, etc. The Zoom meetings are much more effective and are accomplished more efficiently rather than traveling to each location.

Mr. McElroy wrote an article for the Police Chief's magazine which is included in the report.

Mr. McElroy and Ms. May are assisting cities and counties with their ordinances and with human trafficking issues.

## **21. Outreach Director's Report**

Ms. Rolnick's report is included in the Board Packet.

## **22. Public Comments Regarding Issues Not on This Agenda**

None.

## **23. Items/Suggestions from Board Members for Future Meeting Agendas**

Ms. Murray suggested Board Member outreach and recruitment.

## **24. Adjourn**

Chairperson Forman adjourned the meeting at 2:00 p.m.

Minutes Approved: November 29, 2022

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Shana Faber, Secretary