

LIFT COMMUNITY ACTION AGENCY, INC.  
209 NORTH 4<sup>TH</sup> STREET  
HUGO, OKLAHOMA 74743

MINUTES  
BOARD OF DIRECTORS MEETING  
October 12, 2021  
Head Start Administration Office - Hugo, Oklahoma

The Board of Directors of LIFT Community Action Agency, Inc. met in a regular meeting session on Tuesday, October 12, 2021 at 10:06 a.m. The meeting was held at LIFT CAA's Head Start Administration Office, located at 1005 S. 5<sup>th</sup> Street in Hugo, Oklahoma. The notice of time, place, and an agenda for the meeting were posted 24 hours prior within prominent view at the main office (209 N. 4<sup>th</sup> St., Hugo, Oklahoma) and the meeting site (1005 S. 5<sup>th</sup> St., Hugo, Oklahoma) as well as online at <https://liftca.org/board/>.

The meeting was called to order by Chairman William Smith.

The Invocation was given by Secretary/Treasurer David Hawkins.

Roll Call was taken and a quorum was established (19 Board Members present, 6 absent). The following Board Members were present at the meeting site: Cathie Carothers, Danny Cornish, Clinton Crawley, Earl Dalke, Brent Franks, Selena Franks, Patsy Guess, David Hawkins, Andrea Henkel, Jia Johnson, Vickie Leathers, Kara Maness, Dwight Satterfield, Wade Scott, Les Shumake, David Smith, William Smith, Vicky Wade, and Craig Young. The following members were absent: Brad Burgett, Kevin Cory, Bruce Horton, Mark Jennings, Sandra Meeks, and Leah Savage. LIFT CAA employees and visitors present at the meeting site were: Rhonda Teague, Johnny Moffitt, Lindsey Miller, Darla Galyon, Jordan Mack, Macy Self, Kathy James, Stella Dennis, Amber Duncan, Mary VanNoy, Janitra Bostic, Jennifer Smith, and Rebecca Reynolds. LIFT CAA employees and/or visitors present, appearing remotely via the Zoom communications platform included: Brian Levinson.

In order to be in compliance with the Open Meeting Act (Title 25, Oklahoma Statutes §§ 301-314), the vote of each member was publicly cast and recorded. The agenda contained Consent Docket items of business and the rules that pertain to voting on the items.

William Smith, Chairman, requested the Board's consideration, discussion, and vote to accept Les Shumake as appointed representative for the Choctaw County Board of Commissioners, a Public Entity on the LIFT CAA Board of Directors (entity to expire 12/31/2021). A motion was made by Brent Franks and seconded by Wade Scott to accept Les Shumake as appointed representative for the Choctaw County Board of Commissioners, a Public Entity on the LIFT CAA Board of Directors. The roll call vote was as follows: Yes 16; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item C).

William Smith, Chairman, requested the Board's consideration, discussion, and vote to accept Bruce Horton as appointed representative for Julian Lumber Company, a Private Entity on

the LIFT CAA Board of Directors (entity to expire 12/31/2023). A motion was made by Brent Franks and seconded by Les Shumake to accept Bruce Horton as the appointed representative for Julian Lumber Company, a Private Entity on the LIFT CAA Board of Directors. The roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item D).

William Smith, Chairman, requested a volunteer to serve as Mentor for new Board Member Bruce Horton. Board Member Brad Burgett was appointed to serve as Board Mentor for Bruce Horton (Organizational Standard 5.7).

Rebecca Reynolds, Executive Director, provided the Board with the Finance/Audit/Loan Committee Report. The Committee met on October 12, 2021 at 9:11 a.m. The Committee received a status report on all active loans; there were no new loan applications to present. The Committee voted to recommend full Board approval of the agency's Financial Reports for August 2021. The Committee also received an update on properties; grants are being sought for improvements to the state parks managed by the agency.

#### CONSENT DOCKET ITEMS

##### *CONSIDER APPROVAL OF MEETING MINUTES/FINANCIAL REPORTS*

William Smith, Chairman, requested the Board's consideration, discussion, and vote to approve the September 2021 Regular Meeting Minutes and the August 2021 Financial Reports; the September 2021 Financials were distributed for consideration and vote at the November 2021 Board Meeting (Organizational Standards 5.5 and 8.7). A motion was made by David Smith and seconded by Wade Scott to approve the September 2021 Regular Meeting Minutes and the August 2021 Financial Reports. The roll call vote was as follows: Yes 17; No 0; Abstain 1. The motion carried. The Voting Record is attached (Items G & H).

##### *CONSIDER SUBMISSION OF RESOLUTIONS/GRANT APPLICATIONS*

1. FY 2021 HUD Housing Counseling Grant Application to NeighborWorks® America in the amount of \$25,000; if awarded, these funds will be used to support the salaries of existing Housing Counselors within the agency's Housing Programs.
2. Local Community Grant Application (YouthBuild Program) to Walmart (Facility 49 – Hugo, Oklahoma) in the amount of \$5,000; if awarded, these funds will be used for operating support of the YouthBuild Program.
3. YouthBuild Program Request to International Paper, Valliant Containerboard Mill in the amount of \$1,500; if awarded, these funds will be used for operating support of the YouthBuild Program.
4. AmeriCorps National Civilian Community Corps Application to AmeriCorps; if approved, a team of 8-12 NCCC members will be deployed to provide labor assistance with improvements and facility updates at Hugo Lake Park over a 10-week period, for a cost savings of approximately \$60,000.
5. Child and Adult Care Food Program Application (Head Start/Early Head Start) to the Oklahoma Department of Education in the amount of \$574,946.17; if awarded, these funds, up to \$574,946.17, will be used to provide children enrolled in the agency's Head Start or Early Head Start Programs with the adequate nutritional meals appropriate to their age

group. Meals include breakfast, snack and lunch. Funding will also support food-related supplies and salaries for the Cooks.

6. CACFP Application (Early Learning Centers) to the Oklahoma Department of Education in the amount of \$157,000; if awarded, these funds, up to \$157,000, will be used to provide breakfast, lunch and snacks to students of the Early Learning Centers in Antlers, Broken Bow, Hugo, and Idabel. Centers may be reimbursed for three meal services (two meals and one snack or two snacks and one meal) per student per day.
7. CACFP Application to the Oklahoma Department of Education in the amount of \$1,248,004.74; if awarded, 168,004.74 will be used for program operations to include travel, provision of training and technical assistance and compliance/monitoring visits of daycare home providers. In addition, up to \$1,080,000 will be used for food reimbursement claims filed by the participating home daycare providers.
8. FY 2022 Retired and Senior Volunteer Program Grant Application to AmeriCorps in the amount of \$61,799; if awarded, funding will be used to support program operations for a period of one year within a new three-year grant cycle.

After discussion and Board Member input with regards to the applications presented, a motion was made by Andrea Henkel and seconded by David Hawkins to approve the submission of resolutions and/or grant applications in the amount of \$2,073,249.91 presented as listed on the Consent Docket. The roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item I).

#### *CONSIDER ACCEPTANCE OF GRANTS/CONTRACTS/AWARDS*

1. SFY 2022 Community Action Agencies State Appropriated Head Start Funds Award from the Oklahoma Department of Commerce/Community Development in the amount of \$76,473; these funds will be used to offset Head Start/Early Head Start Teacher salaries and fringe benefits, and support a portion of the salaries/fringe benefits for Family Advocates who work with the programs.
2. Signature Cause Grant Award (Retired and Senior Volunteer Program) from the International Paper Foundation in the amount of \$15,000; these funds will be used for RSVP programmatic support as well as to provide operating support for the program's four food bank stations.
3. YouthBuild Program Award from International Paper, Valliant Containerboard Mill in the amount of \$1,500; these funds will be used for operating support of the YouthBuild Program.
4. Local Community Grant Award (YouthBuild Program) from Walmart (Facility 49) in the amount of \$3,000; these funds will be used for operating support of the YouthBuild Program.
5. American Rescue Plan Act Child Care Stabilization Grant Awards (Early Learning Centers) from the Oklahoma Department of Human Services in the amount of \$42,000; these funds will provide key operating support to maintain child care services within the Early Learning Centers.
6. FY 2022 Base Grant Award from the Oklahoma Court Appointed Special Advocates Association in the amount of \$19,000.08; these funds will be used to support operational expenses for the agency's CASA Program.
7. Emergency Operating Cost Funding Award (Head Start/Early Head Start) from the

Oklahoma Department of Education in the amount of \$33,343.52; these CACFP funds will be used to support emergency operating costs incurred during the public health emergency/COVID-19 Pandemic.

8. Emergency Operating Cost Funding Award (Early Learning Centers) from the Oklahoma Department of Education in the amount of \$12,113.86; these CACFP funds will be used to support emergency operating costs incurred during the public health emergency/COVID-19 Pandemic.
9. Emergency Operating Cost Funding Award (Child and Adult Care Food Program) from the Oklahoma Department of Education in the amount of \$24,240.96; these CACFP funds will be used to support emergency operating costs incurred during the public health emergency/COVID-19 Pandemic.
10. FY 2021 Grants to Prevent and Respond to Domestic Violence, Dating Violence, Sexual Assault, and Stalking Against Children and Youth Program Award from the U.S. Department of Justice, Office on Violence Against Women in the amount of \$500,000; these funds will be used to establish the Safe Place Healing Hearts Too Program, employing three staff members. During the three-year program, funding will be used to build the capacity of the target communities (Choctaw, McCurtain, Pushmataha Counties) to ensure the safety of and enhance services for children (ages 0-10 years) exposed to domestic/dating violence, sexual assault, and stalking. This will be accomplished by: improving access to advocacy, direct and supportive services, and other resources for victims and their non-abusing parents/caregivers; working directly with professionals through the provision of training/education and resources; collaborating with victim service agencies, law enforcement, and faith/community-based organizations to further build and/or enhance the coordinated community response; and promoting community awareness and prevention of these crimes through outreach and education.

A motion was made by Vicky Wade and seconded by Jia Johnson to approve acceptance of grants, contracts, and awards in the amount of \$726,671.42 as presented and listed on the Consent Docket. The roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item J).

William Smith, Chairman, requested the Board's consideration, discussion, and vote to enter into Executive Session to review and discuss the following items in accordance with *Oklahoma Statute Title 25 § 307(B)(1)*: 1.) Executive and Personnel Committee's Performance Evaluation of Rebecca Reynolds, LIFT CAA Executive Director (Organizational Standard 7.4) and 2.) Employment Contract Renewal and Compensation of Rebecca Reynolds as Executive Director of LIFT CAA (Organizational Standard 7.5). A motion was made by Selena Franks and seconded by Les Shumake to enter into Executive Session to review and discuss the Executive and Personnel Committee's Performance Evaluation, Employment Contract Renewal, and Compensation of Rebecca Reynolds as Executive Director of LIFT CAA. The roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item K). LIFT CAA staff/visitors then exited the room; the Board of Directors entered into Executive Session at 10:26 a.m.

After holding Executive Session, LIFT CAA staff/visitors were brought back into the meeting room. William Smith, Chairman, then requested the Board's consideration, discussion,

and vote to adjourn out of Executive Session and the regular Board Meeting be reconvened. A motion was made by Kara Maness and seconded by Jia Johnson to adjourn out of Executive Session and the regular Board Meeting be reconvened. The Roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item L). The Board of Directors adjourned out of Executive Session at 11:38 a.m.

William Smith, Chairman, requested the Board's consideration, discussion, and vote to approve the Performance Evaluation of Rebecca Reynolds, LIFT CAA Executive Director. In accordance with Organizational Standards – Category 7, Standard 7.4, the Governing Board conducts a performance appraisal of the Executive Director each calendar year. The Executive and Personnel Committee conduct the Performance Evaluation with the Executive Director present, then reports back to the Board on its findings. The Board reviews the Performance Evaluation, meets with the Executive Director if deemed necessary, and votes whether to approve the Evaluation. During Executive Session, the Board reviewed and discussed Executive Director Rebecca Reynolds' Performance Evaluation. A motion was made by Vicky Wade and seconded by Kara Maness to approve the Performance Evaluation of Rebecca Reynolds, LIFT CAA Executive Director. The roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item M).

William Smith, Chairman, requested the Board's consideration, discussion, and vote to approve the Renewal of Contract, Employment, and Compensation of Rebecca Reynolds as LIFT CAA Executive Director. In accordance with Organizational Standards – Category 7, Standard 7.5, the Governing Board reviews and approves the Executive Director's compensation each calendar year. During Executive Session, the Board reviewed Reynolds' compensation, which is tied to the renewal of the contract and employment approval, and which was also discussed. A motion was made by Kara Maness and seconded by Cathie Carothers to approve the Renewal of Contract and Employment of Rebecca Reynolds as LIFT CAA Executive Director, along with approval of her Compensation as discussed by the Board in Executive Session. The roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item N).

Rebecca Reynolds, Executive Director, requested the Board's consideration, discussion, and vote to approve a Board Resolution approving the Agreement to Conditions of NeighborWorks Network Charter and NeighborWorks® America Investment and Grant Agreement, as well as the signing of the documents by LIFT CAA Board Chairman William Smith. Reynolds explained that approval of the Resolution, and with it, the Agreement to Conditions of NeighborWorks Network Charter and NeighborWorks® America Investment and Grant Agreement, are necessary due to the agency's recent change of name. Reynolds reviewed all three documents with the Board and facilitated discussion. A motion was made by Les Shumake and seconded by Craig Young to approve a Board Resolution approving the Agreement to Conditions of NeighborWorks Network Charter, NeighborWorks® America Investment and Grant Agreement, and signing of the documents by the LIFT CAA Board Chairman. The roll call vote was as follows: Yes 17; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item O).

Rebecca Reynolds, Executive Director, requested the Board's consideration, discussion, and vote to approve the LIFT CAA Board of Directors Regular Meeting Dates for 2022

(Organizational Standard 5.5). All Regular Meetings of the Board of Directors will be held at 10:00 a.m. on the second Tuesday of each month at LIFT CAA's Head Start Administration Office, located at 1005 S. 5<sup>th</sup> Street in Hugo, Oklahoma. A motion was made by Andrea Henkel and seconded by Cathie Carothers to approve the LIFT CAA Board of Directors Regular Meeting Dates for 2022. The roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item P).

Jordan Mack, Head Start/Early Head Start/EHS-Child Care Assistant Director, provided the Board with a Programmatic Report over the Head Start/Early Head Start/EHS-Child Care Programs (Organizational Standards 5.7 and 5.9). Mack informed the Board of the programs' upcoming Focus Area 2 Monitoring Review for Program Year 2021-2022. She explained the process in detail and staff who would be involved. Mack then reviewed the programs' COVID-19 Operating Procedures with the Board (current as of September 21, 2021), which were developed based on recommendations from the Office of Head Start and Centers for Disease Control and Prevention. These procedures include guidelines concerning recognizing signs and symptoms, exclusions, visitors and volunteers, cleaning and disinfecting, drop off/pick up, screening procedures, facemasks, facility lock down, meal service, diapering, hand washing/hand sanitizer, health checks, if a child becomes sick, classroom settings, and teeth brushing.

Jordan Mack, Head Start/Early Head Start/EHS-Child Care Assistant Director, requested the Board's consideration, discussion, and vote to approve the Head Start/Early Head Start/Early Head Start-Child Care Policy Council Operating Procedures and Conflict Resolution/Impasse Policy. The Policy Council Operating Procedures and Conflict Resolution/Impasse Policy reflect Federal requirements contained in the Head Start Program Performance Standards. These documents were updated to reflect the agency's change in name to LIFT CAA. A motion was made by Les Shumake and seconded by Patsy Guess to approve the Head Start/Early Head Start/Early Head Start-Child Care Policy Council Operating Procedures and Conflict Resolution/Impasse Policy. The roll call vote was: Yes 18; No 0; Abstain 0. The motion carried. The Voting Record is attached (Item R).

Janitra Bostic, Program Director, provided a Board Training/Programmatic Report over the Choctaw County Drug-Free Communities Program (Organizational Standards 5.7 and 5.9). The Choctaw County Drug-Free Communities Program was first funded in 2012 through the Substance Abuse and Mental Health Services Administration, working in partnership with Choctaw County Coalition to serve Choctaw County, Oklahoma. The program has two goals: 1) Establish and strengthen collaboration among communities, public and private non-profit agencies, as well as federal, state, local, and tribal governments to support the efforts of community coalitions working to prevent and reduce substance abuse among youth and 2) Reduce substance abuse among youth and, over time, reduce substance abuse among adults by addressing the factors in a community that increase the risk of substance abuse and promoting the factors that minimize the risk of substance abuse. The Choctaw County Drug-Free Communities Program works to support the efforts of the Choctaw County Coalition, which primarily targets students in 6<sup>th</sup>-12<sup>th</sup> grades and adults to reduce substance abuse among youth and strengthen community collaboration toward these efforts. The program is staffed by a Program Director and a Program Coordinator. In addition to the Choctaw County Coalition, other partners critical to the causes of the project include Choctaw County schools, local law enforcement, community organizations and area pharmacies.

Rhonda Teague, Planning Director, presented the 2021 Customer Satisfaction Report for the 3<sup>rd</sup> Quarter (July – September) in accordance with CSBG Organizational Standards 1.3 and 6.4. The Customer Satisfaction Surveys are designed to allow customers an outlet for providing feedback. The Customer Satisfaction Surveys are completed by clients either online or in paper format after having inquired about or received a service through an agency-operated program. LIFT CAA analyzes these survey responses as an additional tool to determine overall effectiveness of programs. During the 3<sup>rd</sup> Quarter, a total of 23 surveys were collected. Of those, 88% were from Choctaw County, 4% from Carter County, and 4% from McCurtain County, with the remaining 4% from all other service counties. The programs represented during the 3<sup>rd</sup> Quarter included Emergency Assistance and Weatherization. Of those responding, 100% selected ‘Very Satisfied’ with regards to satisfaction level for agency services received.

Jordan Mack, Head Start/Early Head Start/EHS-Child Care Assistant Director, provided the Board with the Policy Council Report for the September 21, 2021 meeting (Organizational Standards 2.1, 5.7 and 5.9).

Rebecca Reynolds, Executive Director, recognized Laura Hatcher (Lead Teacher/Caregiver, Early Head Start Program) as the October 2021 Employee of the Month.

Rebecca Reynolds, Executive Director, recognized the following Service Award recipients: Five Years – Mary VanNoy (Outreach Liaison, Healthy Start Program) and Fifteen Years – Valerie Robinson (Dispatcher, Transit Program).

Other Reports/Announcements/Correspondence were presented as follows: HHS Communication and Guidance Report; HS/EHS/EHS-CC Program Summary Report; USDA Meals and Snack Report; HS/EHS/EHS-CC Enrollment/Attendance Report; HS/EHS/EHS-CC Data Analysis Report; 2021 Community Services Block Grant Monitoring Report; RSVP 50<sup>th</sup> Anniversary and Fundraiser Notices; Agency In-Service – October 28, 2021; and Domestic Violence Awareness Month Information (Organizational Standards 5.7 and 5.9).

There being no other business to come before the Board, a motion was made by Brent Franks and seconded by Clinton Crawley to adjourn the regular meeting. The roll call vote was as follows: Yes 18; No 0; Abstain 0. The motion carried. Voting record is attached (Item Z).

The Regular Meeting adjourned at 12:05 p.m.

  
David Hawkins, Secretary/Treasurer

CALL  
To  
ORDER:  
10:06  
AM

B. FRANKS   W. SCOTT   B. FRANKS   L. SHUMAKE   D. SMITH   W. SCOTT   A. HENKEL   D. HAWKINS   V. WADE   J. JOHNSON

	October 12, 2021	Present	Absent	C			D			G/H			I			J		
				Y	N	A	Y	N	A	Y	N	A	Y	N	A	Y	N	A
1	Brad Burgett		✓															
2	Cathie Carothers	✓		✓			✓			✓			✓				✓	
3	Danny Cornish	✓		✓			✓			✓			✓				✓	
4	Kevin Cory		✓															
5	Clinton Crawley	✓					✓			✓			✓				✓	
6	Earl Dalke	✓		✓			✓			✓			✓				✓	
7	Brent Franks	✓		✓			✓			✓			✓				✓	
8	Selena Franks	✓		✓			✓			✓			✓				✓	
9	Patsy Guess	✓		✓			✓			✓			✓				✓	
10	David Hawkins	✓		✓			✓			✓			✓				✓	
11	Andrea Henkel	✓		✓			✓			✓			✓				✓	
12	Bruce Horton		✓															
13	Mark Jennings		✓															
14	Jia Johnson	✓		✓			✓			✓			✓				✓	
15	Vickie Leathers	✓		✓			✓			✓		✓	✓				✓	
16	Kara Maness	✓		✓			✓			✓			✓				✓	
17	Sandra Meeks		✓															
18	Dwight Satterfield	✓		✓			✓			✓			✓				✓	
19	Leah Savage		✓															
20	Wade Scott	✓		✓			✓			✓			✓				✓	
21	Les Shumake	✓		✓			✓			✓			✓				✓	
22	David Smith	✓		✓			✓			✓			✓				✓	
23	Vicky Wade	✓		✓			✓			✓			✓				✓	
24	Craig Young	✓		✓			✓			✓			✓				✓	
25	William Smith	✓																
26																		
27																		



S. FRANKS      L. SHUMAKE      K. MANESS      J. JOHNSON      V. WADE      K. MANESS      K. MANESS      C. CAROTHERS      L. SHUMAKE      C. YOUNG

	October 12, 2021	Present	Absent	K			J			M			N			O		
				Y	N	A	Y	N	A	Y	N	A	Y	N	A	Y	N	A
1	Brad Burgett		✓															
2	Cathie Carothers	✓		✓			✓			✓			✓			✓		
3	Danny Cornish	✓		✓			✓			✓			✓			✓		
4	Kevin Cory		✓															
5	Clinton Crawley	✓		✓			✓			✓			✓			✓		
6	Earl Dalke	✓		✓			✓			✓			✓			✓		
7	Brent Franks	✓		✓			✓			✓			✓			✓		
8	Selena Franks	✓		✓			✓			✓			✓			✓		
9	Patsy Guess	✓		✓			✓			✓			✓			✓		
10	David Hawkins	✓		✓			✓			✓			✓			✓		
11	Andrea Henkel	✓		✓			✓			✓			✓			✓		
12	Bruce Horton		✓															
13	Mark Jennings		✓															
14	Jia Johnson	✓		✓			✓			✓			✓			✓		
15	Vickie Leathers	✓		✓			✓			✓			✓			✓		
16	Kara Maness	✓		✓			✓			✓			✓			✓		by
17	Sandra Meeks		✓															
18	Dwight Satterfield	✓		✓			✓			✓			✓			✓		
19	Leah Savage		✓															
20	Wade Scott	✓		✓			✓			✓			✓			✓		
21	Les Shumake	✓		✓			✓			✓			✓			✓		
22	David Smith	✓		✓			✓			✓			✓			✓		
23	Vicky Wade	✓		✓			✓			✓			✓			✓		
24	Craig Young	✓		✓			✓			✓			✓			✓		
25	William Smith	✓																
26																		
27																		

A. HENKEL      C. CAROTHERS      L. SHUMAKE      P. GUESS      B. FRANKS      C. CRAWLEY

	October 12, 2021	Present	Absent	D			R			N								
				Y	N	A	Y	N	A	Y	N	A	Y	N	A	Y	N	A
1	Brad Burgett		✓															
2	Cathie Carothers	✓		✓			✓			✓								
3	Danny Cornish	✓		✓			✓			✓								
4	Kevin Cory		✓															
5	Clinton Crawley	✓		✓			✓			✓								
6	Earl Dalke	✓		✓			✓			✓								
7	Brent Franks	✓		✓			✓			✓								
8	Selena Franks	✓		✓			✓			✓								
9	Patsy Guess	✓		✓			✓			✓								
10	David Hawkins	✓		✓			✓			✓								
11	Andrea Henkel	✓		✓			✓			✓								
12	Bruce Horton		✓															
13	Mark Jennings		✓															
14	Jia Johnson	✓		✓			✓			✓								
15	Vickie Leathers	✓		✓			✓			✓								
16	Kara Maness	✓		✓			✓			✓								
17	Sandra Meeks		✓															
18	Dwight Satterfield	✓		✓			✓			✓								
19	Leah Savage		✓															
20	Wade Scott	✓		✓			✓			✓								
21	Les Shumake	✓		✓			✓			✓								
22	David Smith	✓		✓			✓			✓								
23	Vicky Wade	✓		✓			✓			✓								
24	Craig Young	✓		✓			✓			✓								
25	William Smith	✓																
26																		
27																		

ADJOURN:  
12:05 pm