## VBPD LogoBoard Meeting Minutes

**March 8, 2023**

**Meeting Attendance**

| **Board Attendees** | **Board Members Absent** | **Staff Attendees** |
| --- | --- | --- |
| Ann Bevan  | Dianna Banks | Kelly Bolden |
| Phil Caldwell | Molly Korte  | Lorraine Blackwell |
| Frank Carrillo | Rob Matuszak  | Nia Harrison  |
| Brandon Cassady | Theresa Simonds  | Brittany Hughes  |
| Allison Coles-Johnson | Madeline Nunnally  | Jennifer Krajewski  |
| Parthy Dinora (Sara Lineberry) | Jennifer Kelly  | Jamie Liban  |
| Dennis Findley (Virtually) | Sarah Krantz-Ciment  | Teri Morgan  |
| Jennifer Greene |  | Henry Street  |
| Karen Grizzard |  | Penni Sweetenburg-Lee |
| Samantha Hollins |  | Jason Withers  |
| Richard Kriner |  |  |
| Thomas Leach (2nd Half) |  |  |
| Dennis Lites |  |  |
| Rachel Loria |  |  |
| Rick Mitchell (Justin Sheetz) |  |  |
| Deanna Parker  |  |  |
| Lindsay Pearse  |  |  |
| Olivia Price |  |  |
| Eric Raff |  |  |
| Nadia Rauhala  |  |  |
| Nicholas Sladic  |  |  |
| Sarah Taylor  |  |  |
| Ed Turner  |  |  |
| Mary Vought  |  |  |
| Niki Zimmerman (Chair) |  |  |

## Call to Order/ Opening Remarks

A meeting of Virginia Board for People with Disabilities was held at the Delta Hotels in Richmond, Virginia on March 8, 2023.

The Chair, Niki Zimmerman, called the meeting to order at 11:13 p.m. The Chair greeted and welcomed Board members and staff. The Chair reviewed the housekeeping notes.

## Introductions

The Chair asked Board members and staff to introduce themselves.

## Approval of Meeting Minutes

The Chair asked whether there were any changes to the December 7, 2022, Board Meeting minutes. None were noted. The Chair called for a **MOTION** to **APPROVE**. Mr. Ed Turner made a **MOTION** to **APPROVE** the minutes and Rachel Loria seconded. **The MOTION** carried unanimously.

## Public Comment

The Board received no public comments.

## Appointment of Nominations Committee

The Chair stated that we need three Board members to volunteer for the Nomination Committee to bring a slate of officers for Board consideration to the June Board meeting. Mr. Brandon Cassady, Mr. Richard Kriner, and Ms. Rachel Loria volunteered to serve on the Nominations Committee. Mr. Henry Street will coordinate logistics for the meeting.

## Presentation: Right Help. Right Now, Transforming Behavioral Health Care for Virginians

Tim Lindsay, Program Manager, Office of the Secretary of Health and Human Resources, and Dr. Alexis Aplasca, Senior Clinical Advisor, Behavioral Health Transformation, provided a presentation to the Board on behavioral health transformation in Virginia. The presentation covered the 2025 Vision for Behavioral Health in the Commonwealth, progress across several initiatives, including DD system transformation, the development of the Right Help. Right Now Plan, and an overview of survey results. Following the presentation, Board members asked questions of the presenters and provided feedback. The Board appreciated the presentation and learning about this priority initiative.

## Standing Committee Reports

**Investment Committee Report**

Mr. Jason Withers, Grants and Contracts Manager, on behalf of Ms. Lindsay Pearse, Chair of the Committee, provided the IC report. Mr. Withers reported that the meeting was called to order at 9:25 a.m. and reviewed the agenda. The committee received a grants and contracts update and reviewed the Expenditures Report. The IC brought two action items to the full Board for approval.

1. Approval of Sportable Event Sponsorship Request:

**MOTION**by IC to recommend that the Board approve the conference/event support application from Sportable in the amount of $2,500, referenced in attachment BD-2. Mr. Withers asked if there was any discussion, and hearing none, a motion was called for. Ms. Ann Bevan made a **MOTION** to **APPROVE** funding in the amount of $2,500 to the Sportable organization. Mr. Frank Carrillo seconded the **MOTION**. The **MOTION** carried unanimously.

1. Approval of George Mason University’s project titled Mapping Information Ecology: Understanding the Fragmentation of Disability Service Information (Supplemental Packet). Mr. Withers provided an overview of the project. After a brief discussion, Mr. Withers asked if there was any further discussion, and after hearing none, a motion was called for.

|  |
| --- |
| **MOTION** by IC to recommend that the full Board:1. approve an appropriation of funds in the amount of $175,000 necessary to carry out the “Mapping Information Ecology: Understanding the Fragmentation of Disability Service Information” project with George Mason University, and
2. approve staff to the Board to review the proposal application and make an award to GMU.
 |

Ms. Rachel Loria made a **MOTION** to approve an appropriation of funds in the amount of $175,000 to GMU and for staff to review the application and make an award to GMU. Mr. Mick Sladic seconded the **MOTION**. The **MOTION** carried unanimously**.**

**Advocacy, Outreach and Training Committee Report**

Mr. Ed Turner, Chair of the Committee, provided the AOT report. The meeting was called to order at 9:26 a.m. The Committee members introduced themselves. Mr. Turner stated that most of the AOT meeting was spent discussing the evaluation of the Training Alumni Association (TAA) completed by Ms. Nia Harrison, Director of Planning, Research and Evaluation. After some discussion, the committee voted to send a motion to the Board to change the focus of TAA from grassroots advocacy to continuing education for training programs alumni and the broader community. This recommendation is consistent with Option 2 included in the TAA program evaluation.

**MOTION** by AOT to recommend to the full Board:

1. to change the focus of TAA from grassroots advocacy to continuing education for training programs alumni and the broader community. Niki Zimmerman, Chair, asked the Board if there was any discussion, possibly from training program alumni on the Board. Hearing none, she asked for a motion. Olivia Price made a **MOTION** to approve the recommendation coming out of AOT regarding the TAA, Nadia Rauhala seconded the **MOTION**. The **MOTION** carried unanimously.

Additionally, Mr. Turner made a passionate plea for Board members to support Dr. Penni Sweetenburg-Lee in recruiting applications for PIP and YLA.  Currently, there are no YLA applications which Mr. Turner said stated is “ridiculous.” He asked Board members to go home and actively recruit people for both programs.

**Policy Advisory Committee Report**

Mr. Phil Caldwell, Chair of the Committee, provided the PAC report. The meeting was called to order at 9:22 a.m. The Committee did introductions. The committee had two presenters to speak on the Alternative Hiring Process and Pathway Project. The committee asked questions of the presenters and provided feedback. Mr. Caldwell also reported that Ms. Jamie Liban gave an update on her emergency preparedness development activities.

**Executive Committee**

The Chair asked if anyone had any questions from the Executive Committee meeting. Teri Morgan stated that there were 2 EC attachments that had minor errors, Board Attendance and the Fiscal Report, updated documents would be sent to Board members.

## Legislative Update

Ms. Jen Krajewski, Deputy Director of Policy and Legislative Affairs, provided a brief summary of the Virginia Down Syndrome Association’s annual conference, which the Board supported through its conference and event support program.

Ms. Krajewski provided highlights of the 2023 session of the General Assembly. This included a legislative session overview, information on the Senate and House budgets, VBPD assessment recommendations that were put forward as bills, and bills of interest in the areas of community supports, employment, education, housing, healthcare and voting. Ms. Krajewski reported that the General Assembly adjourned on February 25, 2023 and will reconvene on April 12, 2023.

## Presentation: Abuse, Neglect & Exploitation Database

Ms. Colleen Miller, Director, disAbility Law Center of Virginia, and Ms. Erin Haw, Community Resources Unit Manager, presented on the dLVC database project funded by the VBPD. Ms. Miller provided background information about the project, including dLCV’s history with incident reporting, the opportunity to partner with the VBPD on the database project, challenges dLCV experienced, outcomes, and next steps. Discussion ensued and dLCV staff answered questions from Board members.

## Agency Updates & Questions

The Chair asked if there were any questions regarding updates. There were no questions. Ms. Ann Bevan shared brief information about the unwinding of Medicaid now that the public health emergency is ending and encouraged Board members to share information with their networks.

## Other Business

There was none.

## Adjournment

The Chair called for a motion to adjourn the meeting. Phil Caldwell made a **MOTION** to adjourn. Frank Carrillo seconded, all Board members agreed, and the meeting adjourned at 3:17 p.m.

## VBPD LogoExecutive Committee Meeting Minutes

**March 8, 2023**

**Meeting Attendance**

| **Board Attendees** | **Board Members Absent** | **Staff Attendees** |
| --- | --- | --- |
| Phil Caldwell  | Molly Korte | Nia Harrison |
| Sarah Krantz-Ciment | Dennis Lites | Teri Morgan |
| Lindsay Pearse |  | Henry Street |
| Edmond Turner  |  | Jason Withers |
| Niki Zimmerman (arrived at 8:30) |  | Kelly Bolden |
|  |  | Lorraine Blackwell |
|  |  | Jennifer Krajewski |
|  |  | Penni Sweetenburg-Lee |
|  |  | Jamie Liban |

## Call to Order/ Opening Remarks

Due to the absence of the Board chair and vice chair, Executive Committee (EC) members approved Mr. Ed Turner to chair the EC meeting.

Mr. Ed Turner, AOT committee chair, called the meeting to order at 8:18 a.m.

## Review of Executive Committee Meeting Agenda

Mr. Turner greeted and welcomed Board members and staff. Mr. Turner reviewed the EC agenda and allowed Board members and staff to introduce themselves.

## Electronic Participation

The EC Committee must approve participation for Board members to participate electronically. Mr. Turner called for a motion to approve electronic participation for two Board members for personal reasons, Mr. Dennis Findley, and Ms. Sarah Krantz-Ciment. Ms. Lindsay Pearse made a **MOTION** to **APPROVE** electronic participation for the Board members. Mr. Phil Caldwell seconded the **MOTION**. The **MOTION** passed.

## Approval of the December 7, 2022, Executive Committee Minutes

Mr. Turner called for a motion to approve the December 7, 2022, EC minutes. Ms. Lindsay Pearse made a **MOTION** to **APPROVE** the December 7, 2022, meeting minutes. Mr. Phil Cardwell seconded the **MOTION**. The **MOTION** passed unanimously.

## Board Member Attendance

Mr. Henry Street, Director of Administration, noted the attendance tracking attachment EC 3-1. Mr. Street provided committee members with a revised EC 3-1 and stated that the attachment in the board packet contained a few errors. Mr. Street noted that the attendance records are from September 2022 to June 2023. Mr. Street said that there are two Board members of concern, Dianna Banks and Molly Korte, who have missed the last two consecutive meetings. Also, three Board members have resigned.

## Board Membership and Current Vacancies

Ms. Teri Morgan, Executive Director, provided an overview of current Board vacancies. There are six vacant slots and an additional seven vacancies at the end of June 2023. Ms. Morgan reported that Board staff would be actively recruiting new Board members and would be sending additional information to the Board so that they can support recruitment efforts. Ms. Morgan reported that a Virginia Department of Health representative was added to the Board membership during the 2023 session of the General Assembly. This new slot brings the Board into compliance with federal rules. Board membership was not reduced, as anticipated.

## Agency Fiscal Reports

Mr. Henry Street, Director of Administration, briefly summarized the agency’s fiscal report (EC 5). From the approved budget of $1,820,274, as of February 1, 2023, the Board has spent $798,438 within the budget categories leaving a balance of $1,021,835. 56% of our operating budget is unspent, Mr. Street reported a comparative analysis of spending for this time last year and reported that we are on target with our expenditures.

Mr. Street reported that a new federal fiscal year started on October 1, 2022. Mr. Street reported that we are operating with the Board’s 2022 and 2023 grant awards. On February 1, 2023, our remaining 2022 award balance totaled $1,214,187 of the total award of $1,702,352. Mr. Street reported that there was an error on the report in the Board packet concerning the 2023 Notice of Award amount and that an updated fiscal report would be sent to the Board.

## Executive Director’s Update and Questions

Teri Morgan, Executive Director, summarized the activities that had taken place in the last quarter. Ms. Morgan reported on key staff activities, including General Assembly/Legislative and Policy Work in January and February, Agency Administration/Board Operations and Programs/Planning/Marketing & Communications. She also stated that the Agency office space downsizing had been completed and that the Agency had migrated from Google to Microsoft.

## Committee Agendas

Committee chairs/staff, Mr. Ed Turner, Ms. Lindsay Pearse, and Mr. Phil Caldwell, provided a brief overview of their committee meeting agendas.

## Other Business

There was no other business.

## Adjournment

Mr. Turner thanked the Committee members. Mr. Lindsay Pearse made a **MOTION** to adjourn the meeting. The meeting adjourned at 9:04 a.m.

## VBPD LogoAOT Meeting Minutes

**March 8, 2023**

**Meeting Attendance**

| **Board Attendees** | **Board Members Absent** | **Staff Attendees** |
| --- | --- | --- |
| Allison Coles-Johnson | Dianna Banks | Lorraine Blackwell |
| Jennifer Greene | Jen Kelly | Brittany Hughes |
| Olivia Price | Molly Korte | Nia Harrison |
| Nadia Rauhala | Robert Matuszak | Teri Morgan |
| Ed Turner  | Madeline Nunnally | Penni Sweetenburg-Lee |
| Niki Zimmerman |  |  |
|  |  | Christine Germeyer |

## Call to Order/ Opening Remarks

The Advocacy, Outreach and Training Committee meeting was held at the Delta Hotels on March 8, 2023. Mr. Ed Turner called the meeting to order at 9:20 a.m.

**Approval of Minutes**

Mr. Turner called for approval of the minutes. Ms. Olivia Price made a **MOTION** to **APPROVE** the December 2023 Board Meeting minutes. Ms. Niki Zimmerman **SECONDED**. The **MOTION** carried unanimously.

**Executive Committee Update**

Mr. Ed Turner gave a brief summary on the executive committee updates.

**TAA Program Evaluation**

Ms. Nia Harrison, Director of Planning, Research, and Evaluation, presented an evaluation of the Board’s Training Alumni Association (TAA). The evaluation included background on the TAA program history, program activity over time, key program benefits, challenges and outcomes, cost and funding analysis, a summary of the activities of other DD Councils regarding engagement of training program alumni and advocacy efforts, and concerns about participation in lobbying versus education of policymakers.

Ms. Harrison asked for input on the program’s future direction and presented the committee with four options for consideration: O*ption 1:* Maintain the program’s original purpose; *Option 2 (Preferred Option)*: Refocus Board vision on continuing education for alumni and/or the broader community; *Option 3:* Discontinue the program; *Option 4:* Convene and ad hoc committee of Board members to further discuss options.

The committee discussed the evaluation and four options. Ms. Allison Coles-Johnson stated that she wanted to go on record supporting Option 2 referencing the success of the DEI events. Discussion continued and committee members agreed on proceeding with Option 2 and recommend continuing education for training program alumni and the broader disability community as the new focus. There was brief discussion about training topics, and it was recommended that continuing education include training on advocacy versus lobbying.

Mr. Turner called for a vote for Option 2 to present to the full Board. Ms. Olivia Price made a **MOTION** to **APPROVE** Option 2 to provide continuing education for training program alumni and the broader disability community. Ms. Nadia Rauhala **SECONDED**. The **MOTION** carried unanimously.

**Training Programs**

Dr. Penni Sweetenburg-Lee gave an update on the Board’s Training Programs, PIP and YLA. Both training programs are currently recruiting and seeking more applicants. Dr. Sweetenburg-Lee introduced the new Training & Alumni Development Program Coordinator, Ms. Christine Germeyer. Ms. Germeyer is a 2020 Partners in Policymaking graduate.  She is a member of the Training Alumni Association and is active within the disabilities communities.  There has been no additional activity during this reporting period.

**Communications**

Communications Director, Ms. Lorraine Blackwell, gave a brief update of the Board’s website. Currently, the website progress is on pause as procurement resolves an issue. Ms. Blackwell noted Facebook posts lacked engagement with people of color. There was a discussion of how to engage more people of color. Ms. Niki Zimmerman offered a suggestion of meeting with BiPOC boards to bring awareness of the Board’s purpose.

**Other Business**

There was no other business.

**Adjournment**

The Chair called for a **MOTION** to adjourn the meeting. Jennifer Greene made the **MOTION** to adjourn and Olivia Price **SECONDED** the motion. The meeting adjourned around 10:45 a.m.

# **VBPD LogoInvestment Committee Meeting Minutes**

## March 8, 2023

## Meeting Attendance

| **Board Attendees** | **Board Members Absent** | **Staff Attendees** |
| --- | --- | --- |
| Lindsay Pearse | Theresa Simonds |  Jason Withers |
| Frank Carrillo | Thomas Leach |   |
| Dennis Lites | Rick Mitchell |   |
| Mick Sladic |  |   |
| Brandon Cassady |  |  |
| Richard Kriner |  |  |

## Call to Order/ Opening Remarks

A meeting of the Investment Committee was held at Delta Hotels by Marriott on March 8, 2023. Investment Committee Chair, Lindsay Pearse, called the meeting to order at 9:25 a.m. Ms. Pearse provided members with a brief overview from the Executive Committee meeting.

**Approval of Minutes**

Ms. Pearse asked if there were any questions/concerns with the December 2022 meeting minutes. Hearing none, she called for a motion to approve the minutes, as presented. Mr. Mick Sladic made a **MOTION** to approve the December 2022 meeting minutes, and Mr. Frank Carrillo **SECONDED**. The **MOTION** was carried unanimously.

## Grants and Contracts Expenditure Monitoring

Mr. Withers, Grants and Contracts Manager, provided updates on recent activities and expenditures regarding six grant projects: Assistive Technology grant with Children’s Assistive Technology Service (CATS); Ability First grant with James Madison University; Training on Inclusion, Diversity and Equity (TIDE) grant with Virginia Commonwealth University; Strengthening Self-Advocacy in Virginia grant with The Arc of Virginia; Trusted Disability Champions + Disability-Centered Pop-Up Vaccinations = A Winning COVID-19 Vaccination Combination with the ENDependence Center of NOVA; and the Support Service Provider (SSP) Pilot Project with the Virginia Department for the Deaf and Hard of Hearing (VDDHH). Mr. Withers advised that staff to the Board still had concerns, expressed at the September and December 2022 Board meetings, about the CATS grantee being able to liquidate their remaining grant funds by the time their grant project ends in July 2023. He advised, however, that staff to the Board have approved a budget amendment request received from the grantee to allow them to create videos that provide training on assistive technology in order to spend down remaining grant funds while meeting the intended project outcomes. Mr. Brandon Cassidy inquired if it would be appropriate for the grantee to partner with a local university to advertise the availability of assistive technology. Ms. Pearse advised that the grantee is working with Emory and Henry college as part of the grant project. Further discussion ensued regarding the CATS grant project.

## Review of the Sportable Event Support Application

Mr. Withers discussed the application received from the Sportable organization with committee members for their event titled, “RVA Adaptive Sports Festival” on April 15, 2023. Mr. Withers discussed that the applicant is requesting $2,500 from the Board for their conference and that the RVA Adaptive Sports Festival is the largest exposition in the region of sports and recreational opportunities for people of all ages with disabilities. The accessible and inclusive event will provide the opportunity to try out 16 different sports adapted for people of all ages with limited mobility, a physical disability, or visual impairment from wheelchair sports teams to archery, cycling, and pickleball. The community resource fair will feature over 50 organizations sharing opportunities for individuals with developmental and physical disabilities. Mr. Cassidy advised that he would be interested in attending the event, if funded by the Board. Mr. Richard Kriner and Mr. Mick Sladic inquired if perhaps the Board could have a booth/table at the Sportable event to provide attendees with information about the Board’s work, etc. Mr. Withers advised he would discuss with the Board’s Executive Director and Communications Director.

Further discussion ensued.

Mr. Cassidy made a **MOTION** to recommend approval of the conference/event support request in the amount of $2,500 received from Sportable. Mr. Sladic **SECONDED**. The **MOTION** was carried unanimously.

## Review of Funding Appropriation Request for GMU Grant Project

Mr. Withers discussed the request from Board staff to approve an appropriation of $175,000 to carry out a solicited grant project with George Mason University (GMU). The grant project, entitled “Mapping Information Ecology: Understanding the Fragmentation of Disability Service Information,” will continue with the work that Management Support Solutions (MSS) started with the former Assessment of Access to Information grant project. Mr. Withers also discussed an approval that is sought for staff to make a grant award to GMU in connection with an approved proposal application, due to the Board by March 15, 2023. Mr. Carrillo asked that if awarded, will the grantee be sensitive to the different cultures that access disability information. Mr. Withers advised that the grantee will be reviewing data that MSS gathered from the various ethnic groups they surveyed during the former grant project. Mr. Dennis Lites inquired if any recommendations would be developed with this newly proposed project. Mr. Withers advised that the grantee will be developing a final report that explains the results of the project, findings, and recommendations on information management informed by the research. Ms. Pearse also informed committee members that an Information Access steering committee had been formed for planning and prioritization of activities. Further discussion ensued.

Mr. Carrillo made a **MOTION** to recommend approval to the Board for an appropriation of $175,000 to carryout the GMU grant project and for staff to the Board to review the proposal application once it is received from GMU. Mr. Lites **SECONDED**. The **MOTION** was carried unanimously.

**Wrap-up & Potential Future Meeting Topics**

As a follow-up to the committee’s discussion that occurred in December 2022, Mr. Withers advised that Colleen Miller from the disAbility Law Center of Virginia (dLCV) grantee will be presenting today on the outcomes from the former grant project entitled “Development of a Database Management System.” Mr. Kriner inquired if perhaps there could be a presentation to the Board on the Subminimum Wage to Competitive Integrated Employment Innovative Model Demonstration grant, known as project EPIC, with the Virginia Department for Aging and Rehabilitative Services (DARS). Mr. Withers advised he would consult with Teri to see if this would be a possibility for a future Board meeting. Mr. Sladic advised that Capital One is currently working to develop banking products for individuals with disabilities and inquired if there are other organizations or individuals that they could connect with to test the products. Mr. Withers advised that perhaps some of the Board’s training program alumni would be interested in doing so and that he would touch base with Teri. Mr. Kriner advised that he could connect Mr. Sladic with some organizations in this area.

## Adjournment

The Chair adjourned the meeting at 10:38 am.

# **VBPD LogoPolicy Adivsory Committee Meeting Minutes**

## March 8, 2023

## Meeting Attendance

|  |  |  |
| --- | --- | --- |
| **Board Attendees** | **Board Members Absent** | **Staff Attendees** |
| Ann BevanPhil CaldwellKaren GrizzardSamantha HollinsKyle JonesRachel LoriaDeanna ParkerEric RaffSarah TaylorMary Vought | Parthy DinoraDennis FindleySarah Kranz-Ciment | Jennifer KrajewskiJamie Liban |

## Call to Order & Introductions

A meeting of the Policy Advisory Committee was held at Delta Hotels by Marriott on March 8, 2023. The Chair, Mr. Phil Caldwell called the meeting to order at 9:13 a.m.

Committee members introduced themselves.

## Approval of December 2022 Minutes

Ms. Mary Vought noted one omission from the December minutes. In the Discussion section the topic of Quality Adjusted Life Years (QALY) should be included. Ms. Karen Grizzard made a **MOTION** to approve meeting minutes, and Ms. Samantha Hollins **SECONDED**. The **MOTION** was carried unanimously.

## Executive Committee Update

Mr. Caldwell briefed the Policy Advisory Committee on the Executive Committee report. The report included executive committee minutes approval, budget status, office downsizing update, migration to Microsoft Office and a Board membership update. Of particular note, Ed Turner announced that he will be stepping down after the June meeting due to relocating to Florida.

**Presentation: Alternative Hiring Process**

Ms. Sandra Phipps from the Department for Aging and Rehabilitative Services and Natalie Brannon from Department of Human Resource Management presented information regarding the Alternative Hiring Process. They provided an overview of the process to obtain a Certificate of Disability (COD) and how that COD is used in the Commonwealth’s hiring process. In addition, they provided some data on use of the COD, as well as success stories.

Mr. Caldwell thanked the presenters.

## Emergency and Disaster Preparedness Update

Ms. Jamie Liban, Emergency Preparedness Development Coordinator, provided an update on the Board’s Inclusive Emergency Management Project. Ms. Liban discussed the project background, access and functional needs (AFN) population and protections under civil rights laws. She updated the committee on the recent literature review and project timeline moving forward.

## Update on Policy Assessments

Ms. Jen Krajewski provided an update on the policy assessments. She informed the committee that Board staff has enlisted the help of Applied Self Direction as a consultant to assist with the CD Services Assessment. Applied Self Direction will assist with fine tuning the recommendations for the assessment. Applied Self Direction brings a wealth of knowledge in how other states have structured CD services and best practices in this area.

## Liaison Update

Ms. Krajewski indicated that there is no update beyond what is included in the Board packet sent out before the meeting. Ms. Krajewski noted that if any committee member has questions, please reach out.

## Adjourn

The Chair adjourned the meeting at 10:49 a.m.