

DISTRICT OF COLUMBIA
HIGHER EDUCATION LICENSURE COMMISSION

Public Session No. 20-09
September 21, 2020 (virtual)
9:30 am

I. Call to Order

Commissioner Mary Dilworth called the meeting to order at 9:44 am.

Commissioners Present: Commissioner Mary Dilworth, Ed.D., Chair
Commissioner John Cross, A.B., A.M., M.S., Vice Chair
Commissioner Joanne Joyner, Ph.D., Secretary
Commissioner Estell Mathis-Lloyd, M. Ed.
Commissioner Anita B. Shelton, MSW

Staff Present: Angela Lee, Executive Director
Terasita Edwards, Deputy Director
Jocelyn Harris, Education Compliance Specialist
Alesia Henry, Education Compliance Specialist
Dorothy Thomas, Education Compliance Specialist
Nagesh Tammara, Attorney Advisor
Maia Turner, Administrative Assistant

Guests Present: Hillsdale College
Andrew Heim

YWCA National Capital Area Career Education & Training
Center
Aleathia Adams

Allied Health Technology Institute
Frank Uzoma

Urban Ed
Roxanne Williams

Daniel Morgan Graduate School of National Security
James Carroll

Moreland University
Emily Feistritzer

VETS Group Training Academy
Vanita Williams
Joe Wynn

The Chicago School of Professional Psychology
Dr. William “Bill” Brown
Dr. Jonathan Dodrill
Dr. Heather Sheets

Southeast Welding Academy
Landrea W. Dudley
Delmus Nelson

The Busch School of Government and Public service - Texas
A&M University
Frank B. Ashley, III
Francis Gregory Gause
Jeryl Mumpower

Truxton University
Jen Jacob
Robby Tandrian
Randall Blevins

Four Walls Career and Technology Institute
Tish Nichols
Edward Pinkard

Dudley Beauty College
Melanie Dudley McClain

Universidad Ana G. Mendez – Carolina Campus
Ramon Nieves
Dr. Rupert Acosta
Dr. Illia Matos

Flatiron School, LLC
Alan “Don” Gallegos
James Leslie
Caitlyn Shelby

James Madison University
David Jones
Cheverton
Kristi Shaeckelford

Westlink Career Institute
Dasia Merriweather

Amala Lives
Brandy Forte
Keosha Douglas

Medstar Hospital Center
Gayle C. Thompson
Emily Briton

Claremont Lincoln University
Stephanie Varnon-Hughes
Nancy Barnes

Davis Memorial Goodwill
Pat Philippe

Walden University
JoAnn Emenecker
Staci R. Shelley

American University
Sandra Morales-Bermudez
Prita Patel

Toni Thomas Associates dba Community Empowerment
Training Academy
Racquel Williams Jones

Brigham Young University
Scott Dunaway

Strayer University
Kimberly Frazer
Lisa Sincere

Bay Atlantic University
Sinem Vatanartiran

OSSE Employees
Joelle Lastica Hlava (TAL)
Erin Janulis
Elizabeth Ross

University of Kentucky

Alison Griffith

Northwestern University
Mearah Quinn Brauner
Ivan Meyers
Ellen Shearer

New York University
Janet Alperstein

Comptia Org
Selah Roberts

Ohio University
Hebah Abdalla

Public Attendees
William Teng
Christopher Andrew Bauer
Nate Mills
David Corey
Sandra Neves

II. Ascertainment of Quorum

Five (5) Commission members were present constituting a quorum.

III. Approval of the Agenda

The Commission voted to approve the September 21, 2020 agenda.

IV. Public Comment (reserved for agenda items only)

There were no comments from the public.

V. Consent Agenda

A. Approval of the July 9, 2020 meeting minutes

The Commission voted to approve the minutes from the July 9, 2020 meeting.

APPROVAL LIST (1 year)

B. One-year approval list

Recommended approval for the following applications for one (1) year from the date of expiration.

RENEWALS & AMENDMENTS *submitted at time of renewal*

Institutions	Approval Type	Expiration Date if Approved
Lyndon B. Johnson School of Public Affairs, The University of Texas at Austin (D)	Renewal	8/31/2021
Northwestern University (D)	Renewal/Amendment	11/30/2021
Hillsdale College (D)	Renewal	7/31/2021
Washington Baltimore Center for Psychoanalysis (ND)	Renewal/Amendment	9/30/21
Goodwill Greater Washington (ND)	Renewal/Amendment	7/31/21
YWCA National Capital Area Career Education Training Center (ND)	Renewal	9/30/2021
Bay Atlantic University (D)	Renewal/Amendment	9/30/2021
BUEI (dba Mentora College) (ND)	Renewal	9/30/2021

AMENDMENTS ONLY

* The licensure period for institutions seeking approval to amend by adding new programs, new location or name change will synchronize with the institutions current license.

Institutions	Approval Type	Current Expiration
Medstar Washington Hospital Center (ND)	Amendment	1/31/2021
Walden University (D)	Amendment	1/31/2021
New York University (D)	Additional Location	Permanent

CONDITIONAL EXEMPTIONS

Institutions	Approval Type	Expiration Date if Approved
University of Kentucky (D)	Renewal	9/30/2021
Brigham Young University (D)	Renewal	9/30/2021
Ohio University (D)	Renewal	7/31/21
Eastern Mennonite University (D)	Renewal	9/30/21

STATE AUTHORIZATION RECIPROCITY AGREEMENT (SARA)

Institutions	Approval Type	Expiration Date if Approved
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Gallaudet University (D)	Renewal	9/10/2021
Georgetown University (D)	Renewal	9/10/2021
American University (D)	Renewal	11/16/2021
Strayer University (D)	Renewal	12/4/2021
George Washington University (D)	Renewal	9/11/2021
Career Technical Institute (D)	Renewal	9/11/2021
Wesley Theological Seminary (D)	Renewal	9/14/2021

STATE APPROVING AGENCY APPROVALS

July 1 – August 31, 2020

The HELC, acting as the District of Columbia State Approving Agency for Veterans Education benefits, approved the following applications:

INSTITUTE OF HIGHER LEARNING (IHL)

Initial VA Approval

Institution Name	Program Name
Bay Atlantic University	

Facility Amendments

Institution Name	Amendment
Moreland University	Change of institution name from TEACH-NOW Graduate School of Education

OJT/APPRENTICESHIP

Initial Approval

Institution Name	Facility Type
National Restaurant Association Educational Foundation	Licensure and Certification

COMPLIANCE & MONITORING REPORT

UNLICENSED ACTIVITY

The Commission is investigating the following institutions suspected to be operating postsecondary educational programs in the District of Columbia without approval.

Institutions
Middle East Institute
ELS Language Center
Fluent City

LICENSE EXPIRATIONS

Notice of license expiration was sent to the following institutions. They have not responded to the Commission.

Institutions	Approval Type	Expiration Date
Community Care Training Services (ND)	Provisional	7/31/2020
DC Central Kitchen (ND)	License	7/31/2020
Nursing Assistant Academy (ND)	License	5/31/2020

VI. Non-Consent Agenda (items removed from consent agenda)

There were no items removed from the consent agenda.

VII. Unfinished Business

A. Truxton University

Truxton University submitted an application for Provisional licensure to offer a degree program in Business Administration.

RECAP from previous meeting(s):

At the July 9, 2020 public meeting, the Commission deferred action on the application for provisional licensure submitted by Truxton University to offer its degree programs. The Commission noted the following concerns with first submission: plans for calculating retention, dispute resolution policy, organizational chart reflective of the Board of Directors, clarify about the Corporate Secretary, 2.5 GPA scale for a degree granting program, discrepancies in the student catalog related to total number of credits, and clarity regarding student progression.

The Commission voted (In favor: Joyner, Lloyd, Dilworth, Opposed: Cross) to deny the Provisional application submitted by Truxton University.

B. Prospect College

Prospect College submitted an application requesting program amendment to offer the Medical Assistant, Medical Office Administration and PC Specialist non-degree programs in a distance education (hybrid format);

And to delete the programs in: Medical Billing and Coding and Dental Assistant. Additionally, the institution has submitted an application for license renewal.

The application fails to demonstrate compliance with the following licensure standards: timely submission, finances, physical plant, catalog and accreditation.

RECAP from previous meetings:

At the July 9, 2020 public meeting, the Commission voted unanimously to defer action on the application submitted by Prospect College until the September 21, 2020 public meeting. At that time the institution requested the amendments, but failed to submit the license renewal application timely.

The Commission voted unanimously to defer action on the applications for renewal, program deletion and amendment to offer non-degree programs in distance education, hybrid format submitted by Prospect College until the November 5, 2020 public meeting and requested that the institution submit the necessary information to demonstrate compliance with HELC standards no later than October 1, 2020.

VIII. Applications for Licensure/Exemption/Amendment

A. Provisional

i. Claremont Lincoln University

Claremont Lincoln University submitted an application for Provisional licensure to offer degree programs: Master of Arts in Organizational Leadership, Master of Arts in Social Impact, Master of Arts in Peace and Social Justice, Master of Arts in Sustainability Leadership, Master of Arts in Healthcare Administration and Master of Arts in Human Resources Leadership.

The Commission voted unanimously to approve the application for Provisional licensure submitted by the Claremont Lincoln University for a period of one (1) year, not to exceed September 30, 2021.

ii. Southeast Welding Academy

Southeast Welding Academy submitted an application for Provisional licensure to offer non-degree certificate programs: Basic Shielded Metal Arc, Advanced Shielded Metal Welding, Basic Pipe Welding, Advanced Pipe Welding and Oxy Fuel Cutting.

The institution allowed its last license to expire on 5/31/2019 but continued to operate.

The Commission voted unanimously to approve the Provisional application submitted by Southeast Welding Academy for one (1) year, no to exceed May 31, 2021 with the conditions that the institution submit evidence of 6 months of operating capital in a bank account designated for the institution, retention and placement rates for all students, and reinstatement and late fees within thirty (30) days. The Commission also requested an audit to evidence sufficient working capital to sustain the institution.

B. Renewals/Amendment Applications

i. Flatiron School, Inc.

Flatiron School, Inc. submitted an application requesting amendment to change the institution's ownership to Flatiron Holdings, Inc.

The Commission voted unanimously to approve the application submitted by the Flatiron School, Inc. synchronous with the current licensure approval.

ii. Westlink Career Institute

Westlink Career Institute submitted an application for licensure renewal to continue offering non-degree programs in: Basic Emergency Medical Technician, Advanced Emergency Medical Technician, Phlebotomy, Medical Assistant and EKG Program; and an amendment application requesting temporary approval to change the instruction modality from residential to hybrid for the programs: Basic Emergency Medical Technician, Advanced Emergency Medical Technician, Phlebotomy, EKG, Medical Assistant, American Heart Association (AHA) Courses (CPR/ACLS), Career and Job Readiness, and CASAS; and an application to change to a new location at address 700 12th Street, NW, Suite 700 Washington, DC 20005.

The Commission voted unanimously to approve the applications for licensure renewal submitted by Westlink Career Institute for one (1) year, not to exceed July 31, 2021. The Commission voted unanimously to approve the applications for amendment and new location submitted by Westlink Career Institute synchronous with the current licensure approval with the conditions to provide proof of current licenses for faculty as well as payment for the additional location application within 30 days. Additionally, the institution will be required to participate in a site visit when safe to do so in light of the COVID19 public health emergency.

iii. James Madison University

James Madison University submitted an application for continued licensure to offer JMU Washington Semester program.

At its July 2020 Public Session, the Commission granted conditional approval to JMU's request for reinstatement. The condition was that the institution attend the New Applicant workshop, submit a complete provisional license and remit requisite fees and fines. The institution has satisfied all of the requirements and remitted all fees and fines as ordered.

The Commission voted unanimously to approve the application requesting continued licensure submitted by the James Madison University synchronous with the current licensure approval.

iv. Four Walls Career and Technology Education Center

Four Walls Career and Technical Education Center submitted an application for program

amendment to modify the mode of delivery from residential to hybrid for the following approved programs: Adult Basic Education/General Education Diploma (ABE/GED), National External Diploma Program (NEDP), Digital Literacy, CORE Curriculum (Construction), Stationary Steam Engineering, Electrical Wiring, Rise Up Customer Service and Sales Credential Training, Heating Ventilation and Air Conditioning (HVAC).

The Commission voted unanimously to approve the application requesting program amendment submitted by Four Walls Career and Technology Education Center synchronous with the current licensure approval with the condition to provide a full explanation of the retention rates within 30 days.

v. Dudley's Beauty College

Dudley Beauty College submitted an application for licensure renewal to continue offering non-degree programs in Cosmetology, Nail Technology and Cosmetology Instructor; and program amendment to modify its currently approved programs to incorporate temporary distance learning. The institution has also requested waiver to the renewal and amendment application fees.

The Commission voted unanimously to approve the application requesting licensure renewal and program amendment submitted by the Dudley Beauty College for one (1) year, not to exceed September 30, 2021.

The Commission voted (In favor: Cross, Lloyd, Shelton; Opposed: Joyner, Dilworth) to waive the fee of \$2500.00 for the renewal application.

vi. Baylor University

Baylor University submitted an application for Conditional Exemption Renewal to continue offering the Baylor in Washington Semester program and an amendment to change location to address from 321 8th St., NE to 660 North Capitol Street, NW 7th Floor, Washington, DC 20001.

The Commission voted unanimously to approve the application requesting Conditional Exemption Renewal submitted by Baylor University for one (1) year, not to exceed July 31, 2021.

The Commission voted unanimously to approve the application requesting amendment to change location submitted by Baylor University synchronous with the current licensure approval with condition to pay a \$100.00 fine for failing to notify the Commission of their institution move last year.

vii. Allied Health and Technology Institute

The Allied Health and Technology submitted an application for licensure renewal to continue offering non-degree programs in Home Health Aide, Nursing Assistant, Bridge Program from CNA to HHA.

The Commission voted unanimously to approve the application requesting licensure renewal submitted by the Allied Health and Technology Institute for one (1) year, not to exceed September 30, 2021 with the condition to provide Certificate of Clean Hands and Certificate of Good Standing or proof that they filed the a request with the requisite agencies to secure copies of the requisite documents by October 21, 2020.

viii. Moreland University

Moreland University submitted an application for licensure renewal and a request for Permanent licensure.

The Commission voted (In favor: Cross, Joyner, Lloyd; Opposed: Shelton; Abstention: Dilworth) to approve the application requesting licensure renewal submitted by Moreland University for a period of one (1) year, not to exceed September 30, 2021.

The motion to approve request for permanent licensure submitted by Moreland University did not receive a second.

ix. Urban Ed, Inc.

Urban Ed, Inc. submitted an application for licensure renewal to continue offering non-degree programs in Amazon Web Services Cloud Practitioner, Amazon Web Services Solutions Architect-Associate, Cisco Certified Entry level Network Technician, Cisco Certified Network Associate Routing & Switching, Cisco Certified Network Associate Security, Certified Associate Programmer: Essentials in C++, Help Desk Institute -Customer Service Representative, Introduction to Cybersecurity, Information Technology Essentials (A+), Information Technology Infrastructure Library, Net Dev Group Linux Essentials, Network +, Security +, Computing Technology Industry Association Network+, Computing Technology Industry Association Security+; and a program amendment to add STEAMAcad program which includes 9 courses.

The Commission voted unanimously to defer action on the application requesting licensure renewal submitted by Urban Ed, Inc. until the November 5, 2020 public meeting to provide the institution an opportunity to clarify the structure of the proposed programs.

x. The Chicago School of Professional Psychology

The Chicago School of Professional Psychology submitted an application for program amendment to offer 26 degree programs 100% distance learning in alignment with other TCSPS campuses.

The Commission voted unanimously to approve the application requesting program amendment submitted by The Chicago School of Professional Psychology with the conditions to provide the demographics of the faculty and the students, gender and race ethnicity, explanation of nursing related library resources related to cultural diversity in writing within 30 days.

xi. VETS Group Training Academy

The VETS Group Training Academy submitted an application for licensure renewal to continue offering non-degree certificate programs in PC Specialist Program, Network Specialist Program, Security Specialist Program, Computer Specialist Program, Network Administrator Program, Security Administrator Program, Cyber Security Professional Program, Microsoft Office Specialist Program, Web Development Certificate Program, Cable Installation Program, Project Management Professional Program, Certified Wireless Tower Climber Program, AWS Cloud Computing, Wireless Broadband Technician, Cyber Security Professional Program Level 1, Cyber Security Professional Program Level 2, Network Administrator Program Level 1, Network Administrator Program Level 2; and program amendment to modify its existing programs.

The Commission voted unanimously to approve the application requesting licensure renewal submitted by the VETS Group Training Academy for one (1) year, not to exceed July 31, 2021.

The Commission voted unanimously to approve the application requesting program amendment to modify its existing programs submitted by the VETS Group Training Academy synchronous with the current licensure approval.

xii. Amala Lives Institute

The Amala Lives Institute submitted an application for program modification to offer distance learning to existing programs in Culinary Arts and Hospitality; and an amendment to add an additional location at address 4321 Ord Street, NE, Washington, DC 20019.

The Commission voted unanimously to approve the application requesting program modification and amendment to add an additional location submitted by Amala Lives synchronous with the current licensure approval with following conditions to be satisfied by October 1, 2020: provide an updated catastrophic events policy and indicate the date that they will receive the Certificate of Occupancy from the Department of Recreation.

xiii. Opportunities Industrialization Center

The Opportunities Industrialization Center submitted an application for licensure renewal to continue offering non-degree certificate programs in Customer Service, Certification for Hospitality and Retail, Hospitality, Home Health Aide (HHA), Microsoft Office Specialist, A+ Computer Repair, Networking Cabling, and Retail Sales and Entrepreneurial Training; and a

program amendment to modify the Business Office Solutions and MOS Certification as a hybrid program.

The Commission voted unanimously to approve the application requesting licensure renewal submitted by Opportunities Industrialization Center for a period of one (1) year, not to exceed September 30, 2021 with the condition that the institution submit proof of current licensure for the RNs teaching in the HHA program.

The Commission voted unanimously to approve the application requesting program amendment submitted by the Opportunities Industrialization Center synchronous with the current licensure approval.

C. Closures

i. Universidad Ana G. Mendez – Carolina Campus

Universidad Ana G. Mendez – Carolina Campus (UAGM) submitted the school closure form, with a proposed date of December 12, 2020. The university will cease classroom instruction at the current location 514 V Street NE Washington, DC 20002 and will close its campus physical facilities no later than December 31, 2020. Copies of the student records will be surrendered to the HELC. The institution's current custodian of records is:

Ms. Silquia Velez Registrar and VA School Certifying Official, 5575 S. Semoran Blvd. Suite 505, Orlando, Florida 32822; (407) 563-6501 Ext. 1843

The Commission voted unanimously to approve the closure plan submitted by Universidad Ana G. Mendez – Carolina Campus (UAGM). The final report on the closure plan is due December 31, 2020.

ii. Daniel Morgan Graduate School of National Security

Daniel Morgan Graduate School of National Security (DMGS) submitted the school closure form, to the Commission on August 10, 2020, and according to the institution's website home page, the campus closed effective July 31, 2020. The plan was due 90 days prior to the closure.

On August 27, 2020, the Middle States Commission on Higher Education (MSCHE) approved the teach-out plan developed by DMGS. Cessation of accreditation with MSCHE was effective August 1, 2020.

The institution's student records were surrendered to the HELC.

The Commission voted unanimously to approve the closure plan submitted by Daniel Morgan Graduate School of National Security.

IX. Pending Cases

A. Continued

i. Case #C2020-012 – S. Bradley v. The Salon Professional Academy

On May 14, 2020, the Commission received a formal complaint from S. Bradley against The Salon Professional Academy alleging: the inability to graduate and take state board exam due to institutional closure related to COVID19 (was scheduled to graduate 5/28/20): Students were not notified of the closure timely (3 days-notice); and the student paid \$154 for Dermalogica products and had not received the items (school refunded the money).

The Commission voted unanimously to refer the complaint to the HELC Executive Director to investigate further: determine what the complainant is specifically seeking, find out from the institution, in writing, how the complainant can complete the program, determine if the parties can agree on a mutual resolution, find out from the institution the reason why part time students and full time students were treated differently with respect to being allowed to come into the school, and request a written commitment from the institution that the student can complete the program.

X. Extended Public Comment (limited to 2 minutes per person on any item/matter not listed on the agenda)

Mr. Francis Gregory Gause and Professor Jeryl Mumpower of the Busch School of Texas A&M University spoke to the Commission regarding alternative in surety bond presentation in light of the fact that state of Texas does not permitting its entities to purchase surety bonds.

The Commission will accept a letter of credit that will serve in lieu of a surety bond.

XI. Report of the Executive Director

The following are updates to conditions of license approval and other requests made by the Commission that remain unresolved:

A. After Action Report

- i. The Certification School Worldwide** still has an outstanding request for their financial compilation audit report.
- ii. Westlink Career Institute** has provided the financial audit for calendar years 2018 and 2019 as of July 30, 2020. The institution paid their Notice of Infraction issued at the March public meeting for failure to provide the financial audit.
- iii. Mid-Atlantic College** has a hearing scheduled.
- iv. Paralegal Institute's** matter is pending signature of the joint stipulation agreement as voted on during the September 14, 2020 meeting.
- v. Innovative Institute** has a hearing scheduled.

B. Unlicensed Activity/Expired Licenses Report

The Higher Education Licensure Commission is investigating unlicensed activity with the Middle East Institute, ELS language Center, Fluent City and Rowan University.

The Higher Education Licensure Commission has also communicated with following institutions regarding their license expirations: Community Care Training Services, DC Central Kitchen, and Nursing Assistant Academy.

C. Student Advisory Committee

The Student Advisory Committee (SAC) recruitment remains open. Interested persons may contact osse.elcmail@dc.gov. Information is available on the HELC web page at osse.dc.gov/helc.

D. COVID-19 response update

The Commission released some guidance that is tailored toward the reopening of the post-secondary school sector at the end of June. The information is available on the Commission's website and has also been distributed to the schools via email communication.

XII. Correspondence and Communications

A. Actionable

i. Moreland University (8/5/20)

RE: Request for permanent licensure

In a letter submitted to the Commission, dated August 5, 2020, requesting that Moreland University (operating formerly under the names TEACH-NOW Graduate School of Education and Educators School of Education), be granted a permanent license according.

B. Informational

i. University of the Potomac

RE: Reopening

September 14, 2020, providing update that the university has made the decision to provide 100% online instruction to students through the end of December 2020.

No action required by the Commission at this time.

ii. Strayer University

RE: JWMI Program – New Concentration

May 19, 2020: notification of updates to Strayer University's program offerings. First, the institution is adding a new concentration to The Jack Welch Management Institute (JWMI) Master of Business Administration (MBA) program titled Operations Management. Second, the institution is redesigning the Master of Science in Information Assurance (MSIA) program, including updating the name to Master of Science in Information Security and Assurance.

No action required by the Commission at this time.

iii. American Bar Association

RE: UDC School of Law

September 24, 2020: Notification that at its August 13-14, 2020 meeting, the Council of the Section of Legal Education and Admissions to the Bar of the American Bar Association (the "Council") considered the status of the University of the District of Columbia David A. Clarke School of Law (the "Law School") regarding its noncompliance with Standards 316 and 501(b) and Interpretation 501-1.

Following consideration of the record in the matter, the Law School's appearance before the Council, and the Law School's responses to the Council's August 2019, February 2020, and May 2020 Decision Letters, the Council concluded that the information provided by the Law School is sufficient to demonstrate compliance with Standards 316 and 501(b) and Interpretation 501-1. Accordingly, the Rule 13(a)(2) hearing concerning Standard 316 is cancelled in accordance with Rule 20(d). The University of the District of Columbia David A. Clarke School of Law remains an approved law school.

No action required by the Commission at this time.

iv. Flatiron School

RE: Excella Scholarship

September 14, 2020: Letter, informing of the Excella Technology Scholarship will be available to new enrollees at Flatiron School online, or upon return to our 1440 G Street, NW, Washington, DC 20005 campus. Excella, exclusively, has allocated \$30,000 in scholarship dollars to equip up to two recipients in 2020-2021 with the education and skills necessary to obtain a job in the information-technology workforce. Two students who attend a Flatiron School DC program will receive a scholarship. Excella will cover \$15,000 for each scholarship recipient in the form of a tuition credit. Scholarships will be available to students interested in Flatiron School's DC on-campus programs in Software Engineering or Data Science. Scholarships will be awarded to diverse individuals who show exceptional characteristics during the admissions process.


No action required by the Commission at this time.

XIII. Nominations & Election of Officers

In accordance with DCMR Title 5 Chapter A82 the Commission shall choose annually from among its members a Chairperson, Vice Chairperson and Secretary. The Commission must elect its Officers at a public meeting.

Having no further business, the meeting was adjourned at 4:11 pm.

Respectfully submitted,


Commissioner Estell Mathis-Lloyd
Secretary