FLORIDA | Board of Clinical Lab Personnel

OFFICIAL MINUTES

September 7, 2018

Rosen Plaza 9700 International Drive Orlando, Florida 32819



Carleen Van Siclen, MSHA, MLS (ASCP) *Chair* Linda Valdes, MS, MT (ASCP) *Vice-Chair* Anthony Spivey, DBA, *Executive Director*

The Florida Board of Clinical Laboratory Personnel held a meeting on Friday, September 7, 2018, commencing at 9:00 a.m. This meeting was held at the Rosen Plaza, 9700 International Drive, Orlando, Florida 32819, to which all persons were invited to attend. Participants in this public meeting were made aware that these proceedings were being recorded and that an audio file of the meeting will be posted to the board's website.

AGENDA

1		Section I began: 9:01 a.m.				
1	I.	CALL TO ORDER (Roll Call):				
1		Carleen P. Van Siclen, MS, MLS (ASCP), Chair Linda Valdes,				
2		MS, MT (ASCP), Vice-Chair				
3		Michele Morgan, D.B.A.				
4		Beatriz E. Montoya, MBA, BSMT, AMT (<u>Absence Excused</u>)				
5		Yvette McCarter, Ph.D.				
6		D 1 C4 - 66 D 4 -				
7		Board Staff Present:				
8 9		Dr. Anthony Spivey, DBA, Executive Director				
10		Gail Curry, Program Operations Administrator				
11		Guir Curry, Frogram Operations Frammistrator				
12		Board Counsel:				
13						
14		Deborah Loucks, Assistant Attorney General				
15		Timothy Frizzell, Assistant Attorney General				
16						
17		<u>Prosecution Services:</u>				
18		M 111 (A ' (C 1C 1				
19 20		Mary Iglehart, Assistant General Counsel				
21		Court Reporter:				
22		Court Reporter.				
23		American Court Reporter-Suzette Bragg				
24		(850) 421-0058				
25						
26		Section I ended: 9:02 a.m.				
27		Section II began: 9:02 a.m.				
28						
29	II.	APPROVAL OF MINUTES:				
30		a. June 15, 2018				
31		Action: Motion to approve the meeting minutes made by Dr. McCarter. Second made by Dr. Morgan.				
32						
33		Vote: 4 yeas / 0 opposed. Motion carried.				
34						
35		Section II ended: 9:03 p.m.				
36		Section III began: 9:03 p.m.				
37						

38

III.

FINAL ORDER:

Determination of Waiver

a. Alicia Landolfi, C.L.P. Case No: 2017-05179

Ms. Mary Iglehart, Assistant General Counsel presented the case details and asked the board to grant motions on behalf of the department.

Action: Motion to adopt the investigative report into evidence, find that the respondent was properly served, and adopt the findings of fact set forth within the complaint made by Ms. Van Siclen. Second made by Dr. McCarter.

Vote: 3 yeas / 0 opposed. Motion carried. Dr. Morgan recused.

Action: Motion to find that the respondent waives the right to an informal hearing made by Ms. Van Siclen. Second by Ms. Valdes.

Vote: 3 yeas / 0 opposed. Motion carried. Dr. Morgan recused.

Action: Motion to adopt the conclusions of law as stated in the administrative complaint and find that the respondent is in violation of the board's practice act as charged in the administrative complaint made by Ms. Van Siclen. Second made by Dr. McCarter.

Vote: 3 yeas / 0 opposed. Motion carried. Dr. Morgan recused.

Ms. Iglehart presented the department's recommended penalty as follows: License suspension until she is able to demonstrate practice with skill and safety; referral to Profession Resource Network (PRN) for evaluation and comply with any recommendations; the board shall retain jurisdiction until she can appear before them.

Action: Motion to accept the recommended penalty set forth by prosecution by Ms. Van Siclen. Second made by Dr. McCarter

Vote: 3 yeas / 0 opposed. Motion carried. Dr. Morgan recused.

Ms. Iglehart advised that the department has requested that the licensee pay prosecution costs in the amount of \$2,561.40 to be made payable within ninety days of the final order. Ms. Van Siclen recommended an extended time frame.

Action: Motion to impose the costs of \$2,561.40 to be made payable within one year of the final order made by Ms. Van Siclen. Second made by Dr. McCarter.

Vote: 3 yeas / 0 opposed. Motion carried. Dr. Morgan recused.

Section III ended: 9:10 a.m. Skipped to Section X Section IV began: 9:12 a.m.

IV. PETITIONS WITH APPLICATIONS:

a. Judith Staff

90	Not present, nor represented by counsel.
91 92	Action: Motion to deny the petition made by Ms. Van Siclen. Second made by Ms. Valdes.
93 94	Vote: 4 yeas / 0 opposed. Motion carried.
95 96 97	Action: Motion to approve the application contingent upon taking the required examination or allow the opportunity to withdraw the application made by Dr. McCarter. Second made by Ms. Van Siclen
98 99	Vote: 4 yeas / 0 opposed. Motion carried.
100 101	b. Avisa Asemi, Ph.D.
102 103 104	Present. Not represented by counsel.
105 106	Action: Motion to deny the petition made by Dr. Morgan. Second made by Ms. Valdes.
107 108	Vote: 4 yeas / 0 opposed. Motion carried.
109 110	Action: Motion to accept withdrawal of the application made by Ms. Van Siclen. Second made by Dr. McCarter.
111 112 113	Vote: 4 yeas / 0 opposed. Motion carried.
114 115	c. Roberto Guajardo
116 117	Present. Not represented by counsel.
118 119	Action: Motion to deny the petition made by Ms. Van Siclen. Second made by Dr. Morgan.
120 121 122	Vote: 4 yeas / 0 opposed. Motion carried. Action: Motion to accord withdrawal of the application made by Ms. Von Sielen. Second made by Dr.
122 123 124	Action: Motion to accept withdrawal of the application made by Ms. Van Siclen. Second made by Dr. Morgan.
125 126	Vote: 4 yeas / 0 opposed. Motion carried.
127 128	d. Jessica Isaac
129 130	Present. Not represented by counsel.
131 132 133	Action: Motion to approve the petition made by Dr. McCarter. Second made by Ms. Van Siclen. Vote: 4 yeas / 0 opposed. Motion carried.
134 135	Action: Motion to approve the application made by Ms. Van Siclen. Second made by Dr. McCarter.
136 137	Vote: 4 yeas / 0 opposed. Motion carried.
138 139	e. Tyra J. Andre
140 141	Not present, nor represented by counsel.

142 143	Action: Motion to approve the petition made by Ms. Van Siclen. Second made by Dr. McCarter
144 145	Vote: 4 yeas / 0 opposed. Motion carried.
146 147	Action: Motion to reconsider prior vote made by Ms. Van Siclen. Second made by Dr. McCarter
148 149	Vote: 4 yeas / 0 opposed. Motion carried.
150 151	Action: Motion to deny the petition made by Ms. Van Siclen. Second made by Dr. McCarter
152 153	Vote: 4 yeas / 0 opposed. Motion carried.
154 155	Action: Motion to reconsider previous vote made by Dr. Morgan. Second made by Ms. Van Siclen.
156 157	Vote: 4 yeas / 0 opposed. Motion carried.
157 158 159 160	Action: Motion to approve the petition for bachelor's degree made by Dr. Morgan. Second made by Dr. McCarter.
161 162	Vote: 4 yeas / 0 opposed. Motion carried.
163 164 165	Action: Motion to approve the application contingent upon completing three hours of academic science credit in a chemical science within one year made by Dr. Morgan. Second made by Ms. Van Siclen.
166 167 168	Vote: 4 yeas / 0 opposed. Motion carried.
169 170	f. Essam Mankarios
171 172	Present. Not represented by counsel.
173 174	Action: Motion to approve the petition made by Dr. Morgan. Second made by Dr. McCarter.
175 176	Vote: 4 yeas / 0 opposed. Motion carried.
177 178	Action: Motion to approve the application made by Dr. McCarter. Second made by Ms. Valdes.
179 180	Vote: 4 yeas / 0 opposed. Motion carried.
181 182	g. Marchella Bradshaw
183 184	Present. Not represented by counsel.
185 186	Action: Motion to deny the petition made by Dr. Morgan. Second made by Ms. Valdes.
187 188	Vote: 4 yeas / 0 opposed. Motion carried.
189 190	Action: Motion to approve application for a temporary license valid for one year to fulfill the bachelor's degree made by Dr. Morgan. Second made by Dr. McCarter.
191 192 193	Vote: 4 yeas / 0 opposed. Motion carried.

194		Section IV ended: 10:40 a.m.
195		Break 10:40-10:59 a.m.
196		Section V began: 10:59 a.m.
197		
198	V.	<u>DECLARATORY STATEMENT</u> :
199		a Deviler Deview DC CCT (ACCD)
200		a. Darlene Brown, BS, SCT (ASCP)
201		NT (
202		Not present, nor represented by counsel. The board declined to answer the first question since they
203		cannot advise a person who is not a licensee of the clinical laboratory board. The second question
204		was addressed by the board to clarify what personnel need a license to practice. Ms. Valdes suggested
205		that the laboratories' refer to their accrediting agency for further clarification.
206		
207		Action: Motion to refer the laboratory to their accrediting agency made by Ms. Van Siclen. Second
208		made by Ms. Valdes.
209		
210		Vote: 4 yeas / 0 opposed. Motion carried.
211		
212		Section V ended: 11:07 a.m.
213		Section VI began: 11:07 a.m.
214		
	X7T	A DDI 10 A NIEG DDEGENIEED EOD DO A DD DEVIEW
215	VI.	APPLICANTS PRESENTED FOR BOARD REVIEW:
216		
217		a. <u>TECHNICIAN</u>
218		
219		Elizabeth Keller
220		
221		Not present, nor represented by counsel.
222		
223		Action: Motion to approve the application made by Dr. Morgan. Second made by Dr. McCarter.
224		
225		Vote: 4 yeas / 0 opposed. Motion carried.
226		
227		b. TECHNOLOGIST
228		
229		Mary Ellen Hoovler
230		112M1 J 221V11 220V 11V1
231		Present. Not represented by counsel.
232		Tresent. Not represented by counsel.
233		Action: Motion to approve the application made by Dr. McCarter. Second made by Ms. Van Siclen.
234		Action. Wotton to approve the application made by Dr. McCarter. Second made by Wis. Van Sielen.
235		Vote: 4 yeas / 0 opposed. Motion carried.
		Vote. 4 yeas / 0 opposed. Wotton carried.
236		Lower O'Dawy
237		James O'Berry
238		No. 11 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
239		Not present, nor represented by counsel. The board determined that in order for Mr. O'Berry to
240		upgrade to Supervisor rank, he must complete a total of twelve hours of academic science (six
241		chemical and six biological)
242		
243		Action: Motion to vacate prior board order made by Dr. McCarter. Second made by Ms. Van Siclen.

245 246	Vote: 4 yeas / 0 opposed. Motion carried.					
247	Action: Motion to approve application for Technologist made by Dr. McCarter. Second made by					
248	Ms. Van Siclen.					
249	1715. Vali Sicioli.					
250	Vote: 4 yeas / 0 opposed. Motion carried.					
251	vote. 4 yeas / o opposed. Modoli carried.					
	Maniala Mantinan					
252	Mariela Martinez					
253						
254	Present. Represented by counsel, Elizabeth Fata.					
255						
256	Action: Motion to approve the application made by Ms. Van Siclen. Second made by Ms. Valdes.					
257						
258	Vote: 4 yeas / 0 opposed. Motion carried.					
259						
260	Emad Keleny					
261						
262	Not present, nor represented by counsel.					
263						
264	Action: Motion to deny the application made by Ms. Valdes. Second made by Dr. Morgan					
265						
266	Vote: 4 yeas / 0 opposed. Motion carried.					
267	7 11					
268	Crystal Loska					
269	,					
270	Present. Not represented by counsel.					
271	The state of the s					
272	Action: Motion to approve the application made by Ms. Van Siclen. Second made by Dr. McCarter					
273	Treation is approve the approximation made by 1125. Your Bleton, Bootsha made by 21. Meetates					
274	Vote: 4 yeas / 0 opposed. Motion carried.					
275	7 occ. 1 yeas 7 o opposed. Motion curred.					
276	o CUDEDVICOD					
	c. <u>SUPERVISOR</u>					
277	Alaiandua Vanguar					
278	Alejandro Vazquez					
279						
280	Present. Not represented by counsel.					
281						
282	Action: Motion to approve the application made by Dr. McCarter. Second made by Dr. Morgan.					
283						
284	Vote: 4 yeas / 0 opposed. Motion carried.					
285						
286	Yordanys Fernandez					
287						
288	Not present, nor represented by counsel.					
289						
290	Action: Motion to approve application contingent upon receiving a completed and signed					
291	employment verification from Palmetto General Hospital made by Dr. McCarter. Second made by					
292	Ms. Van Siclen.					
293						
294	Vote: 4 yeas / 0 opposed. Motion carried.					
295						
296	Amy Boutahar					

297 298	Action: Motion to approve the application made by Dr. McCarter. Second made by Ms. Van Siclen.					
299	Vote: 4 yeas / 0 opposed. Motion carried.					
300						
301	Orlando E. Bracho					
302						
303	Present. Not represented by counsel.					
304						
305	Action: Motion to accept the application contingent upon receiving a revised employment					
306	verification made by Dr. McCarter. Second made by Ms. Van Siclen.					
307						
308	Vote: 4 yeas / 0 opposed. Motion carried.					
309						
310	Action: Motion to rescind the prior vote made by Dr. McCarter. Second made by Ms. Van Siclen.					
311						
312	Vote: 4 yeas / 0 opposed. Motion carried.					
313						
314	Action: Motion to approve the application made by Dr. McCarter. Second made by Ms. Valdes.					
315						
316	Vote: 4 yeas / 0 opposed. Motion carried.					
317						
318	Maikel Alvarez Melendez					
319						
320	Not present, nor represented by counsel.					
321						
322	Action: Motion to approve the application made by Dr. McCarter. Second made by Ms. Van Siclen					
323						
324	Vote: 4 yeas / 0 opposed. Motion carried.					
325						
326	Nicole Cottrell					
327						
328	Present. Not represented by counsel.					
329						
330	Action: Motion to approve the application made by Dr. McCarter. Second made by Dr. Morgan.					
331						
332	Vote: 4 yeas / 0 opposed. Motion carried.					
333						
334	Cathleen Bransford					
335						
336	Not present, nor represented by counsel.					
337						
338	Action: Motion to approve the application made by Dr. McCarter. Second made by Dr. Morgan.					
339						
340	Vote: 4 yeas / 0 opposed. Motion carried.					
341						
342	Jonalynn Masters					
343						
344	Action: Motion to deny the application with option to withdraw application made by Dr. McCarter.					
345	Second made by Ms. Van Siclen.					
346						
347	Vote: 4 yeas / 0 opposed. Motion carried.					

d. TRAINING PROGRAM

Creative Testing Solutions

Action: No action required. Renewal approved prior to meeting.

Pathology On The Go, Inc.

Action: Motion to deny the approval of renewal made by Dr. McCarter. Second made by Ms. Van Siclen.

Vote: 4 yeas / 0 opposed. Motion carried.

Southern Technical College

Action: No action required. Renewal approved prior to meeting.

All Children's Hospital Cytogenetics Training Program

Action: No action required. Renewal approved prior to meeting.

Section VI ended: 12:27 p.m. Section VII began: 12:27 p.m.

VII. PUBLIC COMMENT:

a. Proposed changes 483.824; 64B3-5.007 (Phil Amuso)

Mr. Amuso expressed concerns with scope of practice for laboratory directors and whether directors should be certified in all areas that they intend to direct. Mr. Amuso suggested removing language from the statute to correlate with CLIA regulations. The board discussed the difference between physician directors versus lab directors with a doctoral degree. Ms. Loucks advised that whomever is seeking change within the statute must obtain a house and senate sponsor to have a bill introduced to the legislature.

Section VII ended: 1:13 p.m. Break 1:13-2:04 p.m. Section VIII began: 2:06 p.m.

VIII. CE PROVIDER COMPLIANCE:

a. Sysmex and Stago/Lab Roots

The board discussed average reporting time by continuing education providers. Ms. Loucks asked whether the board should issue an order to show cause since many providers are not in compliance with department rule. Ms. Van Siclen suggested opening rule chapter 64B-3-11.004, Florida Administrative Code to make further stipulations. Ms. Loucks asked Dr. Spivey if he could confirm whether CE providers were under a department contract. The board agreed to discuss the rules further at the next board meeting.

Section VIII ended: 2:21 p.m.

400		Section IX began: 2:21 p.m.
401		200001111 20 9 2.22 p
402	IX.	RATIFICATION:
403		
404		a. Licensure
405		
406		Clinical Laboratory Personnel
407		
408		Action: Motion to ratify the approval of licensees made by Ms. Van Siclen. Second made by Dr.
409		McCarter.
410		
411		Vote: 4 yeas / 0 opposed. Motion carried.
412		
413		Clinical Laboratory Personnel Trainees
414		
415		Action: Motion to ratify the approval of licensees made by Ms. Van Siclen. Second made by Dr.
416		Morgan.
417		Votas Avana / O approved Mation coming
418		Vote: 4 yeas / 0 opposed. Motion carried.
419		h Continuina Education
420 421		b. Continuing Education
421		CE Providers & Courses approved by CE Committee Chair
423		CE Floviders & Courses approved by CE Committee Chair
424		Action: Motion to ratify the approval of courses made by Ms. Van Siclen. Second made
425		by Dr. McCarter.
425		by Dr. McCarter.
427		Vote: 4 yeas / 0 opposed. Motion carried.
428		Vote: 4 yeas / 0 opposed: Wotton carried.
429		Section IX ended: 2:21 p.m.
430		Section X addressed out of order at 9:10 a.m.
431		Section X addressed out of order at 7.10 d.m.
	T 7	PROCECUTE ON PEROPE
432	Х.	PROSECUTION REPORT:
433		Mo Islahant marridad atatistics assauding the announceities aroundly arouning the Department
434		Ms. Iglehart provided statistics regarding the prosecutions currently open in the Department.
435 436		Total cases: 9
437		Under legal review: 4
438		Awaiting board action: 3
439		Cases older than 1 year continued for prosecution: 1
440		Cases order than I year continued for prosecution. I
441		Action: Motion to authorize continued prosecution of cases older than one year made by Ms. Van
442		Siclen. Second made by Ms. Valdes.
443		
444		Vote: 3 yeas/ 0 opposed. Dr. Morgan recused. Motion carried.
445		
446		Section X ended: 9:12 a.m.
447		Section XI began: 2:21 p.m.
448		
449	XI.	BOARD COUNSEL REPORT:

451		a. August Rules Report
452		b. 2018-2019 Annual Regulatory Plan
453		
454		Action: Motion to approve the Annual Regulatory Plan made by Dr. McCarter. Second made by
455		Dr. Morgan.
456		
457		Vote: 4 yeas / 0 opposed. Motion carried.
458		
459		c. Consultation with AHCA on Alternate Site Testing
460		
461		Mr. Jack Plagge, manager for the Agency for Healthcare Administration Outpatient Services
462		Unit explained his credentials and experience. Mr. Plagge advised that alternate site testing would
463		only apply to hospital based laboratories. Ms. Van Siclen asked about unlicensed activity
464		practices that would affect the board. Mr. Plagge advised that AHCA would only be able to
465		investigate unlicensed activity that occurs within hospital based laboratories since they still
466		license hospitals and no longer have authority over independent laboratories. Mr. Plagge advised
467		that they plan to open rulemaking in the near future.
468		that they plan to open ratemaking in the near rature.
469		d. CLIA Oversight of Clinical Laboratory Director qualifications
470		e. 64B3-5.007 Director; Limitations and Qualifications
		e. 04D5-5.007 Director; Limitations and Quantications
471		Ma Daharah Lauaka Assistant Attaman Cananal introduced Mr. Timothy Erimoll. Assistant
472		Ms. Deborah Loucks, Assistant Attorney General introduced Mr. Timothy Frizzell, Assistant
473		Attorney General as the new board counsel for the clinical laboratory profession. Mr. Frizzell
474		presented his background and experience.
475		M T 1
476		Ms. Loucks presented the rules report and advised of the revisions made to the language in Rule
477		Chapter 64B3-3.001, Florida Administrative Code.
478		
479		Action: Motion to accept the revised language made by Dr. Morgan. Second made by Ms. Van
480		Siclen.
481		
482		Vote: 4 yeas / 0 opposed. Motion carried.
483		
484		Ms. Loucks asked whether the proposed rules would have adverse impacts on small business and
485		whether regulatory costs would exceed two hundred thousand dollars within one year of
486		implementation. Ms. Van Siclen stated there would be no adverse impact or increase of costs.
487		
488		Ms. Loucks asked whether the proposed rules would be subject to a minor violation. Minor
489		violation means that it will not directly affect the public health, safety, or welfare and is able to be
490		resolved with citation or notice of non-compliance. Ms. Van Siclen stated there would be no minor
491		violations.
492		
493		Ms. Loucks presented certification examinations for toxicology. The board discussed the
494		possibility of making the addition of toxicology as a licensure specialty. The board agreed to
495		discuss further at the next board meeting.
496		
497		Section XI ended: 2:40 p.m.
498		Section XII began: 2:40 p.m.
499		
500	XII.	CHAIR/VICE CHAIR REPORT:
501		

502 Ms. Valdes provided an overview of the Annual Long Range Planning meeting. Ms. Valdes advised that no legislation was pushed through relating to anti-trust issues. Discussion occurred 503 regarding social media practices, violations, unlicensed activity and the opioid crisis. Ms. Loucks 504 505 advised that there will be a teleconference call on September 14, 2018 regarding health history questions within the licensure application(s). 506 507 508 Section XII ended: 2:45 p.m. Section XIII began: 2:45 p.m. 509 510 XIII. **EXECUTIVE DIRECTOR'S REPORT:** 511 512 Dr. Spivey provided information of the upcoming annual meeting and advised that the meeting 513 will be more interactive for Chairs and Vice Chair participation. 514 515 a. Revenue Report 516 517 518 Dr. Spivey presented the revenue report. 519 520 Section XIII ended: 2:48 p.m. Section XIV began: 2:48 p.m. 521 522 XIV. 523 **OLD BUSINESS:** 524 525 None 526 527 Section XIV ended: 2:48 p.m. Section XV began: 2:48 p.m. 528 529 XV. 530 **NEW BUSINESS:** 531 532 Ms. Van Siclen asked board counsel for clarification of the reporting process for unlicensed 533 activity. Dr. Spivey advised that the department now has a periodical magazine which provides statistics of unlicensed activity. Dr. McCarter expressed concerns of assessing training program 534 compliance. Dr McCarter asked whether the board could require documentation to prove that 535 students are doing what is required. Dr. Spivey advised that he would work with board counsel to 536 537 have a notice placed on the website relating to training program rule changes. 538 539 Section XV ended: 3:09 p.m. 540 Section XVI began: 3:09 p.m. 541 XVI. 542 **COMMITTEE REPORTS:** 543 544 a. Budget - Dr. Morgan 545 546 Nothing to Report 547 b. Continuing Education – Ms. Valdes 548 549

Nothing to Report

c. Credentials - Ms. Van Siclen

550

551

552

553		Nothing to Report			
554		J. Disciplinary Counting of M. Martana			
555 556		d. Disciplinary Compliance – Ms. Montoya			
556 557		Nothing to Papart			
558		Nothing to Report			
559		e. Examination – Ms. Montoya			
560		c. Examination – 1415. 1410110ya			
561		Nothing to Report			
562					
563		f. Healthiest Weight – Dr. McCarter			
564					
565		Nothing to Report			
566					
567		g. Legislation – Dr. McCarter			
568					
569		Nothing to Report			
570 571		h Duchahla Causa Du Mausan			
571 572		h. Probable Cause – Dr. Morgan			
573		Nothing to Report			
574		Troubing to Report			
575		i. Professional Association – Ms. Valdes			
576					
577		In order to save money, Ms. Valdes suggested electronic licenses instead of paper.			
578					
579		j. Rules – Ms. Van Siclen			
580					
581		Nothing to Report			
582		h Turking Day and Day McContain			
583 584		k. Training Program – Dr. McCarter			
585		Addressed in Section XV			
586		Addiessed in Section A v			
587		l. Unlicensed Activity – Ms. Valdes			
588					
589		Nothing to Report			
590					
591		Section XVI ended: 3:19 p.m.			
592		Section XVII began: 3:19 p.m.			
593	3/3/11				
594	XVII.	NEXT MEETING DATE:			
595 596		December 7, 2018			
597		December 1, 2016			
598		Section XVII ended: 3:19 p.m.			
599		Section XVIII began: 3:19 p.m.			
600					
601	XVIII.	PROPOSED 2019 BOARD MEETING DATES:			
602					
603		The board discussed future dates and availability. Changed December 6, 2019 to December 13,			

604		2019.
605		
606		Section XVIII ended: 3:21 p.m.
607		Section XIX began: 3:21 p.m.
608		
609	XIX.	ADJOURNMENT:
610		
611		Meeting adjourned at 3:21 p.m.
612		
613		