



Arkansas Department of Health

Arkansas State Board of Nursing
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Governor Asa Hutchinson
José R. Romero, MD, Secretary of Health
Sue A. Tedford, MNsc, APRN, Director

BOARD MEETING MINUTES

TIME AND PLACE: September 8, 2021
Board Conference Room

MEMBERS PRESENT: Lance Lindow, RN; Yolanda Green, LPN; Stacie Hipp, APRN; Michael Burdine, RN; Neldia Dycus, BS, MHSM, MHRD, RN; Jasper Fultz, LPN; Melanie Garner, LPN, CLC; Ramonda Housh, MNsc, APRN, CNP, C-PNP; Janice Ivers, MSN, RN, CNE (arrived after morning session)

MEMBERS ABSENT: Rachel Sims, BSN, RN

STAFF ATTENDING AT VARIOUS TIMES: Sue A. Tedford, Director, MNsc, APRN
David Dawson, JD, General Counsel
Ashley Fisher, Attorney Specialist
Lisa Wooten, Assistant Director, MPH, BSN, RN
Aaron Singleton, Regulatory Board Chief Investigator
Karen McCumpsey, Assistant Director, MNsc, RN, CNE
Tonya Gierke, Assistant Director, JD, BSN, RN
Shannon McKinney, Assistant Director, DNP, APRN, WHNP-BC
Tammy Vaughn, Program Coordinator, MSN, RN, CNE
Leslie Suggs, Executive Assistant to the Director
Albert Williams, Information Systems Coordinator
Mindy Darner, Legal Support Specialist
Lisa Mendenhall, Legal Support Specialist
Corrie Edge, Administrative Analyst
Kelly Doppelhammer, Legal Support Specialist
Mary Kennebrew, Guest

President Lance Lindow called the meeting to order at 11:06 a.m. Guests were welcomed and a flexible agenda was approved.

DISCIPLINARY HEARINGS

General Counsel, David Dawson, represented the Board. Motions reflect the decisions of the Board reached in deliberation following the hearing of each case.

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Ashley Fisher, Attorney Specialist, presented consent agreements that had been entered into since the last meeting. Following discussion of each individual agreement, the following motion was passed:

MOTION: I MOVE that the Arkansas State Board of Nursing ratify the following Consent Agreements:

- Huitt, Joseph Ralph RN 121455, L059584** (Hermitage, AR)
Violation – *The Nurse Practice Act of Arkansas* ACA §17-87-309(a)(2), (a)(4) and (a)(6)
Probation – 5 years
Courses – The Nurse and Professional Behaviors
- Moore, Marilyn Teresa, R076826, L043851** (Conway, AR)
Violation – *The Nurse Practice Act of Arkansas* ACA §17-87-309(a)(4) and (a)(6)
Probation – 3 years
Courses – Substance Abuse Bundle
Civil Penalty - \$2,250.00
- Thompson, Kayla Shikel RN 913318** (Porterville, MS)
Violation – *The Nurse Practice Act of Arkansas* ACA §17-87-309(a)(4) and (a)(6)
Probation – 1 year
Courses – Documentation for Nurses, Ethics of Nursing Practice
Civil Penalty - \$750.00

Brought by Stacie Hipp and seconded by Jasper Fultz

PASSED

Lisa Wooten, Assistant Director, reviewed updates made to the motions. These updates will be made before the October Meeting.

Sue Tedford, Director, presented information about the full Independent Practice Credentialing committee and announced members that have been appointed to the committee:

- Dr. Darlene Byrd - faculty Certified Nurse Practitioner – term expires 9/1/2024
- Dr. Leonie Declerk - faculty Certified Nurse Practitioner – term expires 9/1/2024
- Dr. Mark Foster - faculty Certified Nurse Practitioner – term expires 9/1/2024
- JuliaPonder - Certified Nurse Practitioner at large – term expires 9/1/2024
- Dr. Mitzi Scotten - Faculty Physician, NYIT College of Osteopathic Medicine at ASU – term expires 9/1/2024
- Professor Donna Shipley - Faculty Physician, Arkansas College of Osteopathic Medicine in Fort Smith – term expires 9/1/2024
- Dr. Purushottam Thapa - Faculty Physician, College of Medicine of the UAMS – term expires 9/1/2024

Sue Tedford discussed the three workgroups she is participating in. First ARNA has put together a group of stakeholders tasked with developing a plan to implement nurse staffing ratios. The second workgroup is led by Senator Hammer with several other legislators participating. The focus of the group is to identify actions which can improve the nursing shortage. They will be submitting a proposal to the Governor in the next few weeks. The third workgroup is working on the implementation of Act 757 of 2021. This statute allows PN programs in high schools. The Education Committee will review the ASBN Rules, Chapter 6 to consider any changes needed to facilitate implantation of this statute.

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Sue Tedford presented information about a committee looking at ACT 757 PN pilot program in Fort Smith High School. The committee is looking to put this program in more high schools. They are looking at Chapter 6 and the rule saying that a high school diploma or equivalent is needed.

The meeting recessed for lunch at 11:45 p.m. Following lunch, the Board resumed hearings.

President Lance Lindow called the meeting to order at 1:01 p.m. A flexible agenda was approved.

MISTY LEE KENDALL SCANTLING, LICENSE NO. L056459 (INACTIVE-SUSPENSION)

Respondent was present for the proceedings before the Board and was not represented by counsel. Lisa Wooten, MPH, BSN, RN, provided testimony on behalf of the Board. Respondent has been charged with Ark. Code Ann. § 17-87-309(a)(6) and pleads not guilty to the charges. On July 11, 2018, the Board ordered Respondent's LPN licensure on probation two (2) years. Respondent became noncompliant with the July 11, 2018 Consent Agreement and the Board ratified a Noncompliance Consent Agreement on September 12, 2019, placing Respondent's LPN licensure on probation for two (2) years. On September 19, 2019, ASBN staff sent Respondent a compliance packet by certified mail to her last known address on file with the Board. The certified mail was returned Addressee Unknown. The Board staff contacted Respondent and updated her address. The compliance packet was resent on October 3, 2019. The certified mail was signed for on October 8, 2019. Respondent has failed to comply with all of the terms of the September 12, 2019 Noncompliance Consent Agreement. Respondent failed to submit Quarterly Employer Performance Evaluation Reports and Quarterly Support Group Attendance Logs. Respondent submitted four (4) of five (5) employer reports and two (2) of five (5) attendance logs between the dates of October 1, 2019 and March 31, 2021. Respondent failed to submit AA/NA/support group reports. Respondent submitted One hundred thirty-four (134) of two hundred seventy-five (275) reports between the dates of October 1, 2019 and March 31, 2021. Respondent failed to contact the Board approved monitoring company daily. Respondent missed twenty-seven (27) check-ins as of March 31, 2021. Respondent failed to call and submit specimens for drug testing when selected by the Board approved monitoring company on October 4, 2019. Respondent called but failed to show and submit specimens for drug testing when selected by the Board approved monitoring company on six (6) occasions between February 10, 2019 and March 16, 2021. Respondent submitted a positive specimen for a drug with no prescription on file with the board on June 16, 2020 – Morphine 706 ng/mL and Codeine 527 ng/mL; and September 9, 2020 – Cyclobenzaprine 1562 ng/mL Respondent submitted a positive specimen for a supra-therapeutic level (>5,000 ng/mL) of diphenhydramine on October 25, 2019. On November 3, 2020, the Board staff notified Respondent via the Affinity Message Center of her noncompliance. Respondent has violated Ark. Code Ann. § 17-87-309(a)(6) and the Board's *Rules*, Chapter Seven, Section IV (A)(6)(t) by failing to comply with the terms and conditions of the Probation Noncompliance Consent Agreement, signed by Respondent, and ratified by the Board on September 12, 2019.

MOTION: I MOVE that based on the evidence presented and the allegations contained in the Order and Notice of Hearing, the Arkansas State Board of Nursing finds that **MISTY LEE KENDALL SCANTLING, LICENSE NO. L056459 (INACTIVE-SUSPENSION)**, has been charged with a violation of Ark. Code Ann. § 17-87-309(a)(6) and the Board's *Rules*, Chapter Seven, Section IV (A)(6)(t), and that the Respondent's license and privilege to practice as a nurse be suspended one (1) year with the following terms and conditions:

- Pursuant to A.C.A. §17-87-104(b)(1), Respondent must pay a civil penalty of \$3,750.00 plus any outstanding balance associated with previous disciplinary action.
- Respondent shall attend AA/NA, or other Board approved counseling / support group meetings and shall submit quarterly reports to the Board through the Board approved monitoring program. Acceptable evidence shall consist of completion of the disciplinary form, Aftercare Meetings Report. Respondent shall log attendance of all support group meetings via the Board approved monitoring program. Respondent shall attend at least three (3) AA/NA or other Board approved support group meetings a week during the period of

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supervision or follow the evaluator's recommendations if the evaluator's recommendations are greater.

- Respondent shall abstain at all times from the use of controlled or abuse potential substances, including alcohol and products that contain alcohol. Respondent shall not consume hemp, poppy seeds, or any product or by-product containing the same. Respondent shall not use or consume products that contain Cannabidiol (CBD). Short-term treatment with a controlled medication may be allowed for an acute illness or acute condition. Short-term treatment is a course of treatment that is limited in duration. Respondent shall notify Board staff within ten (10) days of being prescribed a controlled or abuse potential substance via the Board approved drug screen monitoring program. Respondent shall log all medications, including over-the-counter medications via the Board approved drug screen monitoring program. Acceptable documentation includes, but is not limited to photo(s) of the prescription label, documentation from the provider, or documentation from the pharmacy indicating the prescriber, medication, dose, date prescribed and amount dispensed.
- Respondent shall submit to observed, random drug screens. The observed drug screens shall meet the criteria established by the Board and be conducted through a Board approved drug screen monitoring program, laboratory, and collection site. Respondent shall contact the monitoring program to activate their account and begin checking in daily beginning the first of the month following Board order. If selected for testing, Respondent shall submit the specimen within two (2) hours from the time of notification. Respondent shall not submit specimens at Respondent's place of employment or practice site. Failed drug screens include the results of a biological specimen, which is determined to be diluted, substituted, abnormal, adulterated, or tests positive for alcohol, controlled substances, abuse potential substances, or their metabolites without a valid prescription. Failed drug screens also include failure of Respondent to check-in daily, failure of Respondent to present and provide specimen when notified, and failure of Respondent to provide specimen within the allotted time.
- Respondent shall provide evidence within six months of successful completion of the Board approved course(s): *Substance Abuse Bundle*. Respondent shall submit the certificate of completion via the Board approved monitoring program.
- Respondent shall submit the Enforcement Personal Report to the Board via the Board approved monitoring program quarterly.
- Respondent shall execute any release necessary to give the Board access to records, including but not limited to medical, psychological, employment, and or criminal records. Failure to execute a release shall be grounds for additional disciplinary action against Respondent's license / privilege to practice.
- Respondent shall ensure that all reports, of Respondent and the employer, are submitted quarterly.
- Respondent shall obey all federal, state, and local laws, and all rules governing the practice of nursing in this state.
- Respondent shall be responsible for all costs involved in complying with the Board's order.
- Respondent shall request license reinstatement to the Board via the Arkansas Nurse Portal once compliance with the Board's suspension order is met.
- A probation period of four (4) years shall follow the suspension period. All conditions of the suspension period regarding treatment programs, random drug screens, and abstinence shall continue through the probation period.
- While on probation, if working as a nurse, the Nurse Licensure Compact status of Respondent's Arkansas license shall be single state, allowing practice only in the state of Arkansas. Respondent may submit the Multistate Nursing License Application after successful completion of probation to determine if license qualifies for multi-state compact status.

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- Respondent shall notify and present to each employer a copy of this Board order. Respondent shall have employer sign and submit directly to the Board the document, Employer Acknowledgement.
- Respondent shall have their employer submit directly to the Board a Performance Evaluation Report quarterly.
- Respondent shall not collect any drug screen from a participant whom has been ordered to drug screen by the Board of Nursing.
- Respondent shall work under supervision in any setting. Supervision requires another nurse at the same or higher education level, to be working in the same setting as Respondent and be readily available to provide assistance and intervention.
- Respondent shall not be employed in critical care, in-home hospice or home health settings.
- Respondent shall notify the Board within ten (10) days, via the Arkansas Nurse Portal, of any change, even a temporary one, in name, address, or employer.
- Respondent shall request verification of termination of the probationary period via the Arkansas Nurse Portal.
- Pursuant to Ark. Code Ann. §17-87-309, failure to comply with this order may result in additional disciplinary action on the Respondent's licensure and/or privilege, including but not limited to, additional probation, suspension, or revocation of licensure and/or privilege to practice nursing in this state.

Rachel Sims has recused herself from this case.

Brought by Janice Ivers and seconded by Neldia Dycus.

PASSED

CARLA BETH WOOTEN ROBERTSON HENDRIX, LICENSE NO. R093814 (EXPIRED)

Respondent was not present for the proceedings before the Board and was not represented by counsel. Ashley Fisher represented the Board and Lisa Wooten, MPH, BSN, RN, provided testimony on behalf of the Board. Respondent held Arkansas License No. R093814 until its expiration on August 31, 2019. A complaint was made by Respondent's previous employer, Drew Memorial Hospital. On January 12, 2019, the Charge Nurse, Lori Floyd, reported that Respondent had slurred speech and an inability to concentrate. Respondent claimed to have taken "two Benadryl" earlier. Ms. Floyd informed Respondent that she could not provide patient care in her current condition and proceeded to escort her to a mandatory drug screening. The phlebotomist, Sarah Rodrigues, stated that Respondent arrived at the lab at 23:25 with Nurse Floyd. Respondent did not want to submit a list of medications she was taking and that it was "none of their business". She failed to complete the required paperwork for the drug screening, was unable to provide a sample at the time. Respondent drank 10 oz of Dr. Pepper and was told that she had to stay in the lab up to three (3) hours until she was able to produce a urine specimen. Respondent left the facility about 23:55 without providing a specimen. She was contacted by the Nurse Manager, Jamie Wolfe, on January 13, 2021 about the situation to which Respondent replied that she was unable to submit a specimen because she took too much Benadryl. Respondent was terminated immediately for failure to submit to a drug screen. On November 12, 2019, Respondent requested information on the Nurse Portal about how to renew her license. On July 8, 2020, Respondent's RN license issued by Missouri was revoked for misappropriation. Board staff sent a letter through the Nurse Portal and by certified mail to the last known mailing address on file for Respondent requesting her to contact the Board and provide her work history. The letter was not returned and the communication on the Portal was never accessed. On April 13, 2021, Board staff sent a second letter to Respondent through the Nurse Portal and by certified mail to her last known mailing address on file notifying Respondent that her case was being forwarded to the Board for a hearing for failing to respond to the Board's requests. She was additionally given the opportunity to send in a voluntary surrender form. The certified mail was delivered on April 16, 2021. Respondent has not communicated with Board staff or returned the voluntary surrender form.

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MOTION: I MOVE that based on the evidence presented and the allegations contained in the Order and Notice of Hearing, the Arkansas State Board of Nursing finds that **CARLA BETH WOOTEN ROBERTSON HENDRIX, LICENSE NO. R093814 (EXPIRED)**, has been charged with a violation of Ark. Code Ann. § 17-87-309 (a)(6), and that Respondent's license and privilege to practice as a nurse be suspended two (2) years with the following terms and conditions:

- Pursuant to A.C.A. §17-87-104(b)(1), Respondent must pay a civil penalty of \$3,750.00 plus any outstanding balance associated with previous disciplinary action.
- Respondent shall provide evidence of a comprehensive assessment for substance use disorder within thirty (30) days of receipt of this order. Acceptable evidence shall consist of an evaluation with appropriate testing by an evaluator, who meets the Board approved criteria and specializes in addiction disorders. Respondent shall supply a copy of the Board's order to the evaluator. The evaluation shall contain evidence that the evaluator knows the reason for the referral. The evaluator shall specifically advise the Board that the nurse is or is not presently able to engage in the safe practice of nursing or recommend the conditions, if any, under which safe practice could occur. Respondent shall ensure the evaluator sends the report directly to the Board.
- Respondent shall attend AA/NA, or other Board approved counseling / support group meetings and shall submit quarterly reports to the Board through the Board approved monitoring program. Acceptable evidence shall consist of completion of the disciplinary form, Aftercare Meetings Report. Respondent shall log attendance of all support group meetings via the Board approved monitoring program. Respondent shall follow the evaluator's recommendations regarding treatment, counseling and support group meetings. Respondent shall attend three (3) meetings per week until the Board receives the evaluation with recommendations regarding meeting attendance.
- Respondent shall abstain at all times from the use of controlled or abuse potential substances, including alcohol and products that contain alcohol. Respondent shall not consume hemp, poppy seeds, or any product or by-product containing the same. Respondent shall not use or consume products that contain Cannabidiol (CBD). Short-term treatment with a controlled medication may be allowed for an acute illness or acute condition. Short-term treatment is a course of treatment that is limited in duration. Respondent shall notify Board staff within ten (10) days of being prescribed a controlled or abuse potential substance via the Board approved drug screen monitoring program. Respondent shall log all medications, including over-the-counter medications via the Board approved drug screen monitoring program. Acceptable documentation includes, but is not limited to photo(s) of the prescription label, documentation from the provider, or documentation from the pharmacy indicating the prescriber, medication, dose, date prescribed and amount dispensed.
- Respondent shall submit to observed, random drug screens. The observed drug screens shall meet the criteria established by the Board and be conducted through a Board approved drug screen monitoring program, laboratory, and collection site. Respondent shall contact the monitoring program to activate their account and begin checking in daily beginning the first of the month following Board order. If selected for testing, Respondent shall submit the specimen within two (2) hours from the time of notification. Respondent shall not submit specimens at Respondent's place of employment or practice site. Failed drug screens include the results of a biological specimen, which is determined to be diluted, substituted, abnormal, adulterated, or tests positive for alcohol, controlled substances, abuse potential substances, or their metabolites without a valid prescription. Failed drug screens also include failure of Respondent to check-in daily, failure of Respondent to present and provide specimen when notified, and failure of Respondent to provide specimen within the allotted time.
- Respondent shall provide evidence within six months of successful completion of the Board approved course(s): *Substance Abuse Bundle and The Nurse and Professional Behaviors*.

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Respondent shall submit the certificate(s) of completion via the Board approved monitoring program.

- Respondent shall submit the Enforcement Personal Report to the Board via the Board approved monitoring program quarterly.
- Respondent shall execute any release necessary to give the Board access to records, including but not limited to medical, psychological, employment, and or criminal records. Failure to execute a release shall be grounds for additional disciplinary action against Respondent's license / privilege to practice.
- Respondent shall ensure that all reports, of Respondent and the employer, are submitted quarterly.
- Respondent shall obey all federal, state, and local laws, and all rules governing the practice of nursing in this state.
- Respondent shall be responsible for all costs involved in complying with the Board's order.
- Respondent shall request license reinstatement to the Board via the Arkansas Nurse Portal once compliance with the Board's suspension order is met.
- A probation period of three (3) years shall follow the suspension period. All conditions of the suspension period regarding treatment programs, random drug screens, and abstinence shall continue through the probation period.
- While on probation, if working as a nurse, the Nurse Licensure Compact status of Respondent's Arkansas license shall be single state, allowing practice only in the state of Arkansas. Respondent may submit the Multistate Nursing License Application after successful completion of probation to determine if license qualifies for multi-state compact status.
- Respondent shall notify and present to each employer a copy of this Board order. Respondent shall have employer sign and submit directly to the Board the document, Employer Acknowledgement.
- Respondent shall have their employer submit directly to the Board a Performance Evaluation Report quarterly.
- Respondent shall not collect any drug screen from a participant whom has been ordered to drug screen by the Board of Nursing.
- Respondent shall work under supervision in any setting. Supervision requires another nurse at the same or higher education level, to be working in the same setting as Respondent and be readily available to provide assistance and intervention.
- Respondent shall not be employed in critical care, in-home hospice or home health settings.
- Respondent shall notify the Board within ten (10) days, via the Arkansas Nurse Portal, of any change, even a temporary one, in name, address, or employer.
- Respondent shall request verification of termination of the probationary period via the Arkansas Nurse Portal.
- Pursuant to Ark. Code Ann. §17-87-309 and the ASBN *Rules*, Chapter 7, Section IV, (A)(6)(t), failure to comply with this order may result in additional disciplinary action on the Respondent's licensure and/or privilege, including but not limited to, additional probation, suspension, or revocation of licensure and/or privilege to practice nursing in this state.

Brought by Ramonda Housh and seconded by Melanie Garner.

PASSED

ELIZABETH MAY GENTRY DRYWATER, LICENSE NO. L050725

Respondent was not present for the proceedings before the Board and was not represented by counsel. Lisa Wooten, MPH, BSN, RN, provided testimony on behalf of the Board. On December 4, 2018, the Board issued a Letter of Reprimand with stipulations on Respondent's Licensed Practical Nurse License. Respondent was ordered to submit evidence of course completion within six (6) months, June 4, 2019, of the following courses: *The Nurse and Professional Behaviors, Sharpening Critical Thinking Skills,*

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Arkansas Nurse Practice Act and Geriatric Assessment. An extension to complete the courses was granted and on January 10, 2020, Respondent completed and submitted course certificates for all required courses except *The Nurse and Professional Behaviors* course. Respondent requested and was granted an extension to July 31, 2020, to submit course completion certificate for *The Nurse and Professional Behaviors* Course. Respondent was granted another extension to December 31, 2020. Respondent did not reply to Staff communications inquiring about completion of the remaining course. On May 25, 2021, the Board staff sent a letter by certified mail and through the nurse portal notifying her of the noncompliance and referral to hearing. Respondent was given the option to voluntary surrender her license by June 11, 2021, in lieu of a hearing. The certified letter was returned by the United States Postal Service to the Board marked Return to Sender/ Attempted Not Known / Unable to Forward. The letter sent through the nurse portal has not been viewed by Respondent. The Board Staff has not received the course completion certificate, a signed voluntary surrender form or any form of communication from Respondent. Respondent has violated Ark. Code Ann. § 17-87-309(a)(6) and the Board's *Rules*, Chapter Seven, Section IV (A)(6)(t) by failing to fully comply with the terms and conditions of the Letter of Reprimand dated December 4, 2018.

MOTION: I MOVE that based on the evidence presented and the allegations contained in the case of **ELIZABETH MAY GENTRY DRYWATER, LICENSE NO. L050725**, the Arkansas State Board of Nursing finds that Respondent has violated of Ark. Code Ann. § 17-87-309 (a)(6) and the ASBN *Rules*, Chapter 7, Section IV, (A)(6)(t), and that the Board suspend the license and privilege to practice nursing until the terms of their Letter of Reprimand are met.

Brought by Ramonda Housh and seconded by Melanie Garner.

PASSED

TINA RENEE CLEVELAND STRONG, LICENSE NO. R076923 AND L039912 (EXPIRED)

Respondent was not present for the proceedings before the Board and was not represented by counsel. Lisa Wooten, MPH, BSN, RN, provided testimony on behalf of the Board. On March 19, 2020, the Board issued a Letter of Reprimand with stipulations on Respondent's Licensed Practical Nurse (LPN) and Registered Nurse (RN) Licenses. Respondent was ordered to submit evidence of course completion within six (6) months, September 19, 2020, of *The Nurse and Professional Behaviors* course. The Letter of Reprimand was sent by certified and regular mail to Respondent's last known address on file with the Board. The certified letter was not picked up by Respondent. The letter sent by regular mail was not returned. No course completion certificate was received. On May 25, 2021, Board staff sent a letter by certified mail and through the nurse portal notifying Respondent of the noncompliance and referral to hearing. Respondent was given the option to voluntary surrender her license by June 11, 2021, in lieu of a hearing. The certified letter was returned by the United States Postal Service to the Board marked Return to Sender/ Not Deliverable as Addressed/ Unable to Forward. The letter sent through the nurse portal has not been viewed by Respondent. The Board has not received the course completion certificate, a signed voluntary surrender form or any communication from Respondent. Respondent has violated Ark. Code Ann. § 17-87-309(a)(6) and the Board's *Rules*, Chapter Seven, Section IV (A)(6)(t) by failing to fully comply with the terms and conditions of the Letter of Reprimand dated October 9, 2018.

MOTION: I MOVE that based on the evidence presented and the allegations contained in the Order and Notice of Hearing, the Arkansas State Board of Nursing finds that **TINA RENEE CLEVELAND STRONG, LICENSE NO. R076923 AND L039912 (EXPIRED)**, the Arkansas State Board of Nursing finds that Respondent has violated of Ark. Code Ann. § 17-87-309 (a)(6) and the ASBN *Rules*, Chapter 7, Section IV, (A)(6)(t), and that the Board suspend the license and privilege to practice nursing until the terms of their Letter of Reprimand are met.

Brought by Janice Ivers and seconded by Neldia Dycus.

PASSED

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Sue Tedford reminded the Board members to complete their annual self-evaluation. They will receive an e-mail with the link to Survey Monkey.

There being no further business, the meeting adjourned at 3:25 pm.



Lance Lindow, President



Mindy Darner, Recording Secretary



Date Approved