

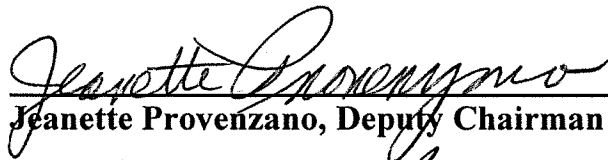
Date: December 2, 2013

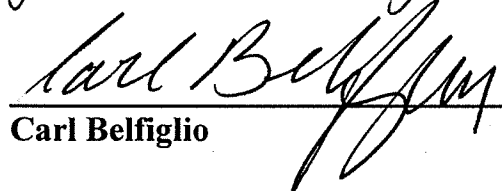
COMMITTEE MINTUES APPROVAL

HEALTH AND PERSONNEL:

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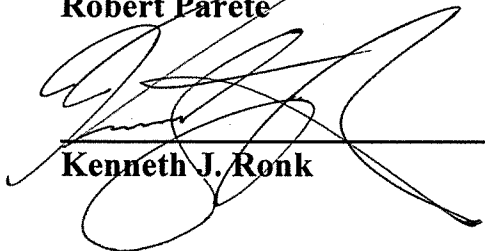
Robert Aiello, Chairman


Jeanette Provenzano, Deputy Chairman


Carl Belfiglio

XXXXXXXXXXXX

Robert Parete


Kenneth J. Ronk

Today's Date: January 7, 2014

Health and Personnel Committee

Regular Meeting Minutes

DATE & TIME: December 2, 2013, 5:30 PM
LOCATION: Karen L. Binder, 6th Floor, COB, Kingston, NY
PRESIDING OFFICER: Deputy Chairman Jeanette Provenzano
LEGISLATIVE STAFF: Krista Barringer, Deputy Clerk
PRESENT: Legislators Carl Belfiglio, Robert Parete and Kenneth Ronk (arrived 5:39 PM)
ABSENT: Legislator Robert Aiello
QUORUM PRESENT: Yes
OTHER ATTENDEES: Legislators Mary Wawro and Hector Rodriguez, Legislative Counsel Erica Guerin, League of Women Voters Observer Lee Cane, Deputy County Executive Kenneth Crannell, and Community Services Board Member Amy Russell.

Deputy Chairman Provenzano called the meeting to order at 5:32 PM.

MOTION NO. 1 Resolutions No. 357 – December 17, 2013

Text of Motion: Resolve to Approve Resolutions No. 357 - Approving The Execution Of A Contract In Excess Of \$50,000.00 Entered Into By The County – Family Services, Inc. – Department Of Mental Health

Motion Made By: Legislator Belfiglio

Motion Seconded By: Legislator Parete

Resolution No. 357 Summary: This Resolution states the Ulster County Legislature has examined the contract with **Family Services, Inc.** and hereby approves the contract in the form as filed with the Clerk of the Ulster County Legislature or as modified with the approval of the County Attorney and Legislative Counsel.

Discussion:

Legislator Belfiglio asked about the OASAS funding. Deputy County Executive Crannell replied the funding for this and many of the contracts was State Aide pass through funding. Legislator Belfiglio asked if this was for funding of administration by Family Services. Deputy County Executive Crannell replied Family Services provided services directly. Legislator Belfiglio noted Family Services provides funding to the Ulster Prevention Council. Deputy County Executive Crannell indicated he was not sure if that was with this money. He confirmed this funding was with federal dollars.

Voting In Favor: Legislators Belfiglio, Parete, Provenzano and Ronk

Voting Against: None
No. of Votes in Favor: 4
No. of Votes Against: 0
Disposition: Carried

MOTION NO. 2 Resolutions No. 358 – December 17, 2013

Text of Motion: Resolve to Approve Resolutions No. 358 - Approving The Execution Of A Contract In Excess Of \$50,000.00 Entered Into By The County – Rehabilitation Support Services – Department Of Mental Health

Motion Made By: Legislator Belfiglio for discussion

Motion Seconded By: Legislator Parete

Resolution No. 358 Summary: This Resolution states the Ulster County Legislature has examined the contract with **Rehabilitation Support Services** and hereby approves the contract in the form as filed with the Clerk of the Ulster County Legislature or as modified with the approval of the County Attorney and Legislative Counsel.

Discussion:

Legislator Belfiglio asked where the facility was located. Legislative Counsel Guerin replied the 18-bed Abel House was located in Saugerties. Deputy County Executive Crannell noted the facility provides alcohol and drug dependency residential treatment services. Legislative Counsel Guerin provided details from the contract.

Voting In Favor: Legislators Belfiglio, Parete, Provenzano and Ronk
Voting Against: None
No. of Votes in Favor: 4
No. of Votes Against: 0
Disposition: Carried

MOTION NO. 3 Resolutions No. 359 – December 17, 2013

Text of Motion: Resolve to Approve Resolutions No. 359 - Approving The Execution Of A Contract In Excess Of \$50,000.00 Entered Into By The County – Health Alliance Hospital Broadway Campus – Department Of Mental Health

Motion Made By: Legislator Belfiglio for discussion

Motion Seconded By: Legislator Ronk

Resolution No. 359 Summary: This Resolution states the Ulster County Legislature has examined the contract with **Health Alliance Hospital Broadway Campus** and hereby approves the contract in the form as filed with the Clerk of the Ulster County Legislature or as modified with the approval of the County Attorney and Legislative Counsel.

Discussion:

Legislator Parete noted there was an incident in Saugerties which caused the Legislature to adjust the contract and not allow large dose methodone prescriptions on weekends. He requested that the Legislature ensure this was included in the contract. The Committee discussed the move from a County run methodone program to the Kingston Hospital methodone program. Legislator Parete indicated he was uncomfortable voting on the resolution without this requirement in the contract. Deputy County Executive Crannell replied he was unsure if this issue was addressed in the contract. Legislator Ronk stated the Committee could hold on voting on the contract and have a special meeting to vote on it before the December 17th session. Legislator Belfiglio stated the Committee could pass the resolution and amend it on the floor. Legislator Parete reiterated his concerns with the weekend methodone prescriptions. Deputy County Executive Crannell indicated this issue predated his employment with the County and noted the contract was approved by the Legislature last year. He stated he needed to do more research on the issue and it's resolution with the contract agency. Legislator Ronk rescinded his second to the motion.

Disposition: Held pending a Special Meeting of the Health & Personnel Committee

MOTION NO. 4 Resolutions No. 360 – December 17, 2013

Text of Motion: Resolve to Approve Resolutions No. 360 - Approving The Execution Of A Contract In Excess Of \$50,000.00 Entered Into By The County – Health Alliance Hospital Broadway Campus – Department Of Mental Health

Motion Made By: Legislator Parete

Motion Seconded By: Legislator Ronk

Resolution No. 360 Summary: This Resolution states the Ulster County Legislature has examined the contract with **Health Alliance Hospital Broadway Campus** and hereby approves the contract in the form as filed with the Clerk of the Ulster County Legislature or as modified with the approval of the County Attorney and Legislative Counsel.

Discussion: None

Voting In Favor: Legislators Belfiglio, Parete, Provenzano and Ronk

Voting Against: None

No. of Votes in Favor: 4

No. of Votes Against: 0

Disposition: Carried

MOTION NO. 5 Resolutions No. 361 – December 17, 2013

Text of Motion: Resolve to Approve Resolutions No. 361 - Approving The Execution Of A Contract In Excess Of \$50,000.00 Entered Into By The County – Astor Services for Children & Families – Department Of Mental Health

Motion Made By: Legislator Belfiglio for discussion

Motion Seconded By: Legislator Ronk

Resolution No. 361 Summary: This Resolution states the Ulster County Legislature has examined the contract with **Astor Services for Children & Families** and hereby approves the contract in the form as filed with the Clerk of the Ulster County Legislature or as modified with the approval of the County Attorney and Legislative Counsel.

Discussion:

Legislator Belfiglio asked if the financial amount indicated was for the total amount or just the County share. He noted the County paid 41% of the total amount. Deputy County Executive Crannell replied the amount indicated was the total amount.

Legislator Parete asked for a definition of the “other” award basis category. Legislators discussed the purchasing bid process. Legislative Counsel Guerin noted the “other” category was defined by the County Attorney.

Legislator Belfiglio noted the differences in the percentages from the State Aid. Deputy County Executive Crannell noted the percentages depend on the programming. He discussed the Kids Together program. Ms. Russell noted the program provided a form of group therapy.

Voting In Favor: Legislators Belfiglio, Parete, Provenzano and Ronk

Voting Against: None

No. of Votes in Favor: 4

No. of Votes Against: 0

Disposition: Carried

MOTION NO. 6 Resolutions No. 362 – December 17, 2013

Text of Motion: Resolve to Approve Resolutions No. 362 - Approving The Execution Of A Contract In Excess Of \$50,000.00 Entered Into By The County – Family of Woodstock, Inc. – Department Of Mental Health

Motion Made By: Legislator Parete

Motion Seconded By: Legislator Ronk

Resolution No. 362 Summary: This Resolution states the Ulster County Legislature has examined the contract with **Family of Woodstock, Inc.** and hereby approves the

contract in the form as filed with the Clerk of the Ulster County Legislature or as modified with the approval of the County Attorney and Legislative Counsel.

Discussion:

Legislator Ronk asked what hotline was being funded. Deputy County Executive Crannell replied it was the crisis hotline.

Voting In Favor: Legislators Belfiglio, Parete, Provenzano and Ronk

Voting Against: None

No. of Votes in Favor: 4

No. of Votes Against: 0

Disposition: Carried

MOTION NO. 7 Resolutions No. 363 – December 17, 2013

Text of Motion: Resolve to Approve Resolutions No. 363 - Approving The Execution Of A Contract In Excess Of \$50,000.00 Entered Into By The County – Mental Health Association in Ulster County – Department Of Mental Health

Motion Made By: Legislator Ronk

Motion Seconded By: Legislator Belfiglio

Resolution No. 363 Summary: This Resolution states the Ulster County Legislature has examined the contract with **Mental Health Association in Ulster County** and hereby approves the contract in the form as filed with the Clerk of the Ulster County Legislature or as modified with the approval of the County Attorney and Legislative Counsel.

Discussion: None

Voting In Favor: Legislators Belfiglio, Parete, Provenzano and Ronk

Voting Against: None

No. of Votes in Favor: 4

No. of Votes Against: 0

Disposition: Carried

MOTION NO. 8 Resolutions No. 364 – December 17, 2013

Text of Motion: Resolve to Approve Resolutions No. 364 - Approving The Execution Of A Contract In Excess Of \$50,000.00 Entered Into By The County – Ulster-Greene Counties Chapter of NYSARC – Department Of Mental Health

Motion Made By: Legislator Parete

Motion Seconded By: Legislator Belfiglio

Resolution No. 364 Summary: This Resolution states the Ulster County Legislature has examined the contract with **Ulster-Greene Counties Chapter of NYSARC** and

hereby approves the contract in the form as filed with the Clerk of the Ulster County Legislature or as modified with the approval of the County Attorney and Legislative Counsel.

Discussion: None
Voting In Favor: Legislators Belfiglio, Parete, Provenzano and Ronk
Voting Against: None
No. of Votes in Favor: 4
No. of Votes Against: 0
Disposition: Carried

MOTION NO. 9 Resolutions No. 365 – December 17, 2013

Text of Motion: Resolve to Approve Resolutions No. 365 - Approving The Execution Of A Contract In Excess Of \$50,000.00 Entered Into By The County – Multi County Community Development Corporation – Department Of Mental Health

Motion Made By: Legislator Parete

Motion Seconded By: Legislator Belfiglio

Resolution No. 365 Summary: This Resolution states the Ulster County Legislature has examined the contract with **Multi County Community Development Corporation** and hereby approves the contract in the form as filed with the Clerk of the Ulster County Legislature or as modified with the approval of the County Attorney and Legislative Counsel.

Discussion: Deputy County Executive Crannell stated he would follow-up on the locations of the facilities specified in the contract.

Legislator Belfiglio asked what population was served. Deputy County Executive Crannell replied this was primarily housing for the mentally disabled.

Voting In Favor: Legislators Belfiglio, Parete, Provenzano and Ronk
Voting Against: None
No. of Votes in Favor: 4
No. of Votes Against: 0
Disposition: Carried

Follow-up Discussion: Legislative Counsel Guerin noted the location in the contract stated it was in the Town of Saugerties. Deputy Clerk Barringer noted the Ulster County headquarters of Multi-County Community Development Corporation is in Saugerties. Deputy County Executive Crannell noted they do not list the locations of the individual homes as they are the homes of individuals. Legislative Counsel Guerin noted this would be a HIPPA violation.

MOTION NO. 10**Resolutions No. 366 – December 17, 2013**

Text of Motion: Resolve to Approve Resolutions No. 366 - Approving The Execution Of A Contract In Excess Of \$50,000.00 Entered Into By The County – P.E.O.P.L.E., Inc. – Department Of Mental Health

Motion Made By: Legislator Parete

Motion Seconded By: Legislator Ronk

Resolution No. 366 Summary: This Resolution states the Ulster County Legislature has examined the contract with **P.E.O.P.L.E., Inc.** and hereby approves the contract in the form as filed with the Clerk of the Ulster County Legislature or as modified with the approval of the County Attorney and Legislative Counsel.

Discussion: Legislator Ronk noted the percentage of State Aid. Deputy County Executive Crannell replied the Department combined multiple funding categories in an attempt to maximize aid funding and reduce the County share.

Voting In Favor: Legislators Belfiglio, Parete, Provenzano and Ronk

Voting Against: None

No. of Votes in Favor: 4

No. of Votes Against: 0

Disposition: Carried

MOTION NO. 11**Resolutions No. 367 – December 17, 2013**

Text of Motion: Resolve to Approve Resolutions No. 367 - Approving The Execution Of A Contract In Excess Of \$50,000.00 Entered Into By The County – Gateway Community Industries – Department Of Mental Health

Motion Made By: Legislator Ronk

Motion Seconded By: Legislator Belfiglio

Resolution No. 367 Summary: This Resolution states the Ulster County Legislature has examined the contract with **Gateway Community Industries** and hereby approves the contract in the form as filed with the Clerk of the Ulster County Legislature or as modified with the approval of the County Attorney and Legislative Counsel.

Discussion: None

Voting In Favor: Legislators Belfiglio, Parete, Provenzano and Ronk

Voting Against: None

No. of Votes in Favor: 4

No. of Votes Against: 0

Disposition: Carried

MOTION NO. 12**Resolutions No. 368 – December 17, 2013**

Text of Motion: Resolve to Approve Resolutions No. 368 - Approving The Execution Of A Contract In Excess Of \$50,000.00 Entered Into By The County – Forensic Medical Services – Department Of Health

Motion Made By: Legislator Belfiglio

Motion Seconded By: Legislator Ronk

Resolution No. 368 Summary: This Resolution states the Ulster County Legislature has examined the contract with **Forensic Medial Services** and hereby approves the contract in the form as filed with the Clerk of the Ulster County Legislature or as modified with the approval of the County Attorney and Legislative Counsel.

Discussion: Chair Belfiglio noted previous Committee discussions regarding the medical examiner services. He noted the medical examiner does not do autopsies. Legislator Parete noted a coroner performs autopsies and the medical examiner performs field investigations.

Deputy County Executive Crannell noted if the County exceeded the amount listed, they would have to come back to the Legislature to request additional funding.

Legislator Ronk asked if the County had explored with Dutchess County the possibility of a shared coroner. Deputy County Executive Crannell replied they had discussions with Dutchess County but had nothing to report to the Committee from those discussions. He noted Dutchess County has been focused on getting their new operation up and running. He stated they were expanding the County's suicide prevention app with Dutchess County.

Legislator Belfiglio asked who performs an autopsy. Legislative Counsel Guerin replied Albany Medical Center would send staff to Ulster County to perform the autopsy. Legislator Parete noted the Kingston Hospital expanded it's morgue to allow the autopsies to be performed there. Legislative Counsel Guerin discussed the details in the contract.

Legislator Parete noted the County explored doing autopsies in house and found it better, financially, to farm it out.

Legislator Belfiglio asked what would happen if it was an abnormal year and additional autopsies were needed. Deputy County Executive Crannell reiterated they would come back to the Legislature to request additional funding. Legislative Counsel Guerin noted the agency is only paid if they provide the service.

Voting In Favor: Legislators Belfiglio, Parete, Provenzano and Ronk

Voting Against: None

No. of Votes in Favor: 4

No. of Votes Against: 0

Disposition: Carried

MOTION NO. 13 **RESOLVED To Block Resolutions 369 to Resolution 378**

Text of Motion: **RESOLVED To Block Resolutions 369 to Resolution 378**

Motion Made By: Legislator Parete

Motion Seconded By: Legislator Ronk

Discussion: None

Voting In Favor: Legislators Belfiglio, Parete, Provenzano and Ronk

Voting Against: None

No. of Votes in Favor: 4

No. of Votes Against: 0

Disposition: Carried

Motion No. 14 **Resolutions No. 369 to 378 – December 17, 2013**

Text of Motion: Resolve to Approve Resolutions No. 357 to 368 - Confirming Appointment/Reappointment Of A Member To The Community Services Board, The Community Services' Mental Health Subcommittee, Substance Abuse Subcommittee And The PW/DD Subcommittee

Motion Made By: Legislator Parete

Motion Seconded By: Legislator Ronk

Resolution No. 369 Summary: This Resolution confirms the above named individual as a member of the Mental Health Subcommittee of the Ulster County Community Services Board for the term indicated. (Knox)

Resolution No. 370 Summary: This Resolution confirms the above named individual as a member of the Substance Abuse Subcommittee of the Ulster County Community Services Board for the term indicated. (Rabbino)

Resolution No. 371 Summary: This Resolution confirms the above named individual as a member of the Ulster County Community Services Board for the term indicated. (Botero)

Resolution No. 372 Summary: This Resolution confirms the above named individual as a member of the Ulster County Community Services Board for the term indicated. (Laporte)

Resolution No. 373 Summary: This Resolution confirms the above named individual as a member of the Ulster County Community Services Board for the term indicated. (Netter)

Resolution No. 374 Summary: This Resolution confirms the above named individual as a member of the PW/DD Subcommittee of the Ulster County Community Services Board for the term indicated. (Knox)

Resolution No. 375 Summary: This Resolution confirms the above named individual as a member of the Mental Health Subcommittee of the Ulster County Community Services Board for the term indicated. (Ronk)

Resolution No. 376 Summary: This Resolution confirms the above named individual as a member of the Mental Health Subcommittee of the Ulster County Community Services Board for the term indicated. (Raphael-Paskey)

Resolution No. 377 Summary: This Resolution confirms the above named individual as a member of the Mental Health Subcommittee of the Ulster County Community Services Board for the term indicated. (Botero)

Resolution No. 378 Summary: This Resolution confirms the above named individual as a member of the Substance Abuse Subcommittee of the Ulster County Community Services Board for the term indicated. (Laporte)

Discussion: None

Voting In Favor: Legislators Belfiglio, Parete, Provenzano and Ronk

Voting Against: None

No. of Votes in Favor: 4

No. of Votes Against: 0

Disposition: Carried

Motion No. 15 Resolution No. 393 – December 17, 2013

Text of Motion: Resolve to Approve Resolution No. 393 - Prohibiting
Unauthorized Fund Transfers To Personnel Budget Lines

Motion Made By: Legislator Ronk

Motion Seconded By: Legislator Belfiglio

Resolution No. 393 Summary: This Resolution states that no appointing authority shall transfer funds from any budget line item to a personnel budget line for the purposes of increasing salary or benefits without obtaining the approval of the Legislature and that the appointing authority seeking authorization to transfer funds from any budget line to a personnel budget line shall file with the Clerk of the Legislature a request that shall include the name of the employee of whose salary and/or benefits would be increased, the personnel budget line from which the employee gets paid, and the budget line item from which the funds would be transferred. It also

states that in the event the Legislature does not approve the transfer of funds, the appointing authority shall be prohibited from making such transfer.

Discussion:

Deputy County Executive Crannell noted the County Attorney contacted the resolution sponsor to express concern with the transfer of funds as this is the authority of the County Executive. Deputy Chair Provenzano stated she spoke with the resolution sponsor and understood his concerns to be with specific departments. She noted the Comptroller's office moved to 40-hour weeks. Legislator Ronk noted the issue included the fact that the Comptroller came to the Legislature to request a raise in salary for staff, which was defeated. He stated the Comptroller did this raise in salaries through the hourly change despite the vote of the Legislature.

Legislator Parete stated he thought they agreed with the raise request. Deputy County Executive Crannell noted a compromise resolution failed on the floor.

Deputy Chair Provenzano stated the Comptroller took money from a contractual line. She stated she was not comfortable voting on the resolution tonight and felt more discussion was needed to ensure the Legislature did this right. She noted the Charter indicates the County Executive has the authority to transfer funds. She noted he could not move money between departments. She also noted she discussed the issue with the County Executive and he indicated they did not move money from contractual lines. Deputy County Executive Crannell noted they will do the hourly change and will use savings from other personnel lines to adjust these alternate work schedules.

Legislator Ronk noted the Charter also indicates the Legislature would receive notice of any alternate work schedules. Deputy County Executive Crannell indicated they would add this to the monthly Personnel report. Legislator Ronk asked about receiving notice whenever an employee's compensation changes. Deputy County Executive Crannell felt the County Attorney would be willing to work on this with the Legislature. Legislator Ronk felt the resolution sponsor would be willing to do a charter amendment on this issue. Deputy County Executive Crannell noted this would require a public referendum. Legislator Ronk replied he still felt the resolution sponsor would be willing.

Legislator Parete asked if a branch of government could arbitrarily set it's own hours or if the Legislature set the policy. Deputy County Executive Crannell differentiated the concerns between what the County Executive does and issue being discussed, which is what the Comptroller did. Legislator Parete expressed concern with branches of government going around the Legislature. Legislator Provenzano detailed her conversation with the resolution sponsor. She stated she would like to have Legislative Counsel Guerin work with County Attorney Havranek to make the sponsor happy.

Legislator Parete asked if both Resolution #393 and #394 were being indicated by County Attorney Havranek as opposed to the Charter. Deputy County Executive Crannell replied only #393 was in opposition to the Charter and referenced §C-40 which specified the County Executive was able to transfer funds. Legislative Counsel Guerin agreed the Resolution should be amended to reflect the different appointing authorities so as to not hinder the County Executive's authority.

Legislative Counsel Guerin noted with respect to #394, she understood there to be not problems expressed by County Attorney Havranek. Deputy County Executive Crannell replied #394 does impact the County Executive's ability to adjust for temporary and flex scheduling needs of the Departments.

Deputy Chairman Provenzano motioned to have Legislative Counsel Guerin and County Attorney Havranek work on the language of the Resolution. Legislator Ronk seconded.

Legislator Belfiglio asked if the resolution was amended, would it have to return to the Ways and Means Committee. Legislator Ronk stated they would have to have a special meeting before the final Ways and Means Committee meeting. Legislative Counsel Guerin noted the amendment would have to be approved by the resolution sponsor.

Voting In Favor: Legislators Belfiglio, Parete, Provenzano and Ronk
Voting Against: None
No. of Votes in Favor: 4
No. of Votes Against: 0
Disposition: Resolution held pending amendments made by Legislative Counsel Guerin and County Attorney Havranek and approved by the resolution sponsor.

Motion No. 16 **Postpone Resolution No. 394**

Text of Motion: Resolve to Postpone Resolution No. 394 Until The Next Meeting of the Health & Personnel Committee - Establishing A Policy To Increase The Amount Of Hours In An Employee's Legal Work Week

Motion Made By: Legislator Ronk

Motion Seconded By: Legislator Belfiglio

Resolution No. 394 Summary: This Resolution states that any appointing authority that wishes to increase the amount of hours for a legal work week for an employee shall seek the approval of the Legislature prior thereto and that the appointing authority shall file with the Clerk of the Legislature a request that shall include the name of the employee whose legal work week would be increased, a description of the employee's

responsibilities, the fiscal impact of the increase in hours, and an explanation for the need to increase the legal work week. It also states that in the event the Legislature does not approve the request, the appointing authority shall be prohibited from changing the employee's legal work week.

Discussion: None
Voting In Favor: Legislators Belfiglio, Parete, Provenzano and Ronk
Voting Against: None
No. of Votes in Favor: 4
No. of Votes Against: 0
Disposition: Resolution Held Until The Next Meeting Of The Health & Personnel Committee

MOTION NO. 17 **RESOLVED To Approve the Health & Personnel Committee**

Test of Motion: **RESOLVED To Approve the Health & Personnel Committee**
Minutes of November 7, 2013.

Motion Made By: Legislator Belfiglio

Motion Seconded By: Legislator Ronk

Discussion: None

Voting In Favor: Legislators Belfiglio, Parete, Provenzano and Ronk

Voting Against: None

No. of Votes in Favor: 4

No. of Votes Against: 0

Disposition: Carried

Old Business (Monthly Personnel Report) :

Legislator Belfiglio indicated there were prior reports missing. Deputy County Executive Crannell stated he would get these out to the Committee.

Legislator Ronk noted four full-time employees were fired the same day from the same department. Deputy County Executive Crannell replied these were seasonal employees that were held over for a specific paving project. Legislator Belfiglio asked if the County would be paying unemployment for these fired employees. Deputy County Executive Crannell indicated he did not think so. Legislator Ronk noted one of the fired employees had been hired months prior to the others. Legislator Parete stated employees would be entitled to unemployment payments after six months. He stated the fired full-time employee hired in 2009 would be eligible for payment. Committee members discussed unemployment eligibility.

New Business: None

Adjournment

Motion Made By: Legislator Parete

Motion Seconded By: Legislator Ronk

No. of Votes in Favor: 4

No. of Votes Against: 0

TIME: 6:27 pm

Dated the 4th day of December, 2013

Krista J. Barringer, Deputy Clerk

Minutes Approved on: