

**Board of Vocational Rehabilitation**  
**April 7-8<sup>th</sup>, 2016**  
**Governor's Inn, Pierre, South Dakota**

Members present: Brett Glirbas, Eric Weiss, Chuck Quinn, Jolleen Laverdure, Lisa Sanderson, Darla McGuire, Kendra Gottsleben, Kim Hoberg, Chad Maxon, Patty Kuglitsch, and Thore Jenshus. Absent members: Tim Neyhart, Carol Kirchgesler and Colleen Moran. Others present: Cole Uecker, Colette Wagoner, Jason Simmons, Melissa Flor, Beth Schlitz, Dr. Greg Cooch, Mary Livermont, and Tria Dennis. Interpreters were Julie Paluch and Rick Norris.

**WELCOME AND INTRODUCTIONS:** Brett, Chairperson, called the meeting to order at 1:05 pm. He invited members and others to introduce themselves along with something that each is looking forward to. He thanked everyone and moved onto the approval of the agenda. **MOTION MADE (M) TO APPROVE THE AGENDA AS DISSEMINATED, SECONDED (S) AND CARRIED (C).** He moved to the January 29<sup>th</sup> meeting minutes and asked for edits. Hearing none, **MOTION TO APPROVE THE JANUARY 29<sup>TH</sup> MEETING MINUTES AS DRAFTED, MSC.** Moving onto the Board's Executive Committee March 22<sup>nd</sup> minutes, the Chair asked staff to review the funding recommendations noted within the minutes. She explained that four funding requests were received from Project SEARCH staff to attend a national conference in Florida: 1) Angie Mulder/Project SEARCH Teacher/Sioux Falls for \$2,000; 2) Larry Ayres/Project SEARCH Coordinator/Brookings for \$3,600 (two staff); 3) Linda White/Project SEARCH teacher/coordinator/Aberdeen for \$2,000; and Alisha Warrey/Aberdeen Project Search job coach for \$2,000. The Executive Committee's recommendation was to approve up to \$2,000 per site (Aberdeen, Brookings, Sioux Falls) for actual costs. **MOTION TO APPROVE THE EXECUTIVE COMMITTEE MINUTES INCLUDING THE FUNDING RECOMMENDATION TO SUPPORT PROJECT SEARCH STAFF (\$2,000 PER SITE/ABERDEEN, BROOKING AND SIOUX FALLS) TO ATTEND THE NATIONAL CONFERENCE, MSC.**

**ANNOUNCEMENTS:** Lisa addressed the Dare to Dream conference held in Sioux Falls. She stated it was a successful event and Jo Mascorro, keynote speaker was well received. If anyone missed the conference, it will be held again in Watertown/July 9<sup>th</sup> and Rapid City/October 15<sup>th</sup>. Registration is \$25 and CEU's are available. Lisa reported that "Lighting the Way" will be held in Sioux Falls June 9 and 10<sup>th</sup>. Kendra reported that the Center for Disabilities Symposium "Connecting the Dots: Engaging People, Resources and Community" will be held April 18-19<sup>th</sup> in Sioux Falls. Patty thanked the Board for allowing her to participate in the Dare to Dream conference and

spoke to the various things presented: working with people with disabilities of all ages and how best to communicate with others. She encouraged others to participate in future dates.

**PUBLIC COMMENT:** There was none.

**DIVISION DIRECTOR'S REPORT:** Eric thanked members for attending today and for their service to the Board. BVR Nominations: He spoke of the solicitation for Board nominations and that it is sometimes challenging to identify persons interested and able to serve. The due date for nominations was March 25<sup>th</sup>; however there is still opportunity to submit nominees prior to the information being submitted to the Governor for his review and consideration. Ability for Hire is an educational campaign to deliver information, outreach and resources to businesses, job seekers and the workforce system regarding hiring individuals with disabilities. The Department of Human Services (DHS) received a Telly Award for the Ability for Hire video campaign; so far, three commercials and two videos have been produced. These have been produced through Epicosity, a Sioux Falls company that specializes in marketing and public relations. This video features Kendra, fellow board member, whose disability hasn't stopped her from working and fully enjoying it. The Department was also honored twice by the MarCom Awards, an international creative competition for marketing and communication professionals. Workforce Innovation and Opportunity Act – The Departments of Labor and Regulation and Human Services conducted public forums on the proposed unified state plan under WIOA. Eric outlined the programs contained with the Unified State Plan (i.e., adult, dislocated worker and youth programs, adult education and family literacy, Wagner-Peyser Act, and both vocational rehabilitation programs). This was the first submission of the Unified State Plan, which was due in early April. The State Plan can be viewed on either the Division's or DOL's websites. Activities of Daily Living Services Waiver: It's the Division's intent to amend this waiver to better support individuals with quadriplegia receiving services in order to remain living in their own home, community and avoid residing in a nursing facility. Some of the proposed changes include: add specialized medical equipment and supplies, respite care, environmental accessibility adaptations, and vehicle modifications. Removing case management services is the biggest change, and changing it to a Medicaid administrative function to be held by positions within DRS to comply with conflict free case management requirements. Personal attendant hours that can be provided will be raised from 42 hours per week to 50 hours. The proposed changes come from public input gathered from participant surveys, provider feedback and an ADLS workgroup. It is the Division's intent to make the amendment effective July 1<sup>st</sup> once approval is obtained from the Centers for Medicare and Medicaid Services

(CMS). A question was asked about homemaker services in the ADLS waiver and the possibility of these services in instances where there is a roommate. Eric agreed to follow-up on this question and disseminated the following response following the meeting. *"The waiver amendment has a list of tasks that a personal attendant can complete. Included with those homemaker-related tasks is this language: "unless there is another person in the home who is able to perform the task". In some cases, there is someone that normally performs that task, in which case we don't intend to pay for a personal attendant through the ADLS Medicaid waiver to perform that task. In other cases, it may be clear that homemaker services are needed in which case those services will be allowable."* In response to a question asked about who was providing the case management services prior to the proposed change, it was shared that it was done in house by the providers (Independent Living Choices, Homecare Services of South Dakota and Preferred Home Health). It will be provided by an external source – provided by the Division – who will recruit to fill FTE's to provide case management services. Eric noted that waiver participants spoke to the difficulty of recruiting attendants. In response the proposed changes offer a higher reimbursement rate to providers to either raise wages or offer health insurance for attendants. Performance Indicators: Eric spoke to information released by Rehabilitation Services Administration (RSA) which compares vocational rehabilitation agencies across the nation. In Federal Fiscal Year (FFY) 2014 the SD general agency has the highest rehabilitation rate for employment outcomes and services provided. South Dakota was also noted as highest with closed Supported Employment cases. He also mentioned the 2015 Disability Statistics Annual Report reflecting South Dakota having the highest employment rate for people with disabilities at 50.1 percent. He noted there is still a gap and more work to be done. The [2015 Disability Statistics Annual Report](http://www.disabilitycompendium.org/docs/default-source/2015-compendium/annualreport_2015_final.pdf) can be viewed at [http://www.disabilitycompendium.org/docs/default-source/2015-compendium/annualreport\\_2015\\_final.pdf](http://www.disabilitycompendium.org/docs/default-source/2015-compendium/annualreport_2015_final.pdf). Legislative Session: Additional funding and FTE's were sought for the ADLS program as well as increased funding for provider inflation. Both were approved. Inflationary rate increases for providers will be added over a three year time period.

ABLE ACT (Achieving a Better Life Experience Act of 2014) federal legislation passed in 2014, which is a tax advantage savings account for individuals with disabilities and their families. The ABLE Act currently limits eligibility to individuals with significant disabilities with an age of onset of disability before turning 26 years of age. You need not be under the age of 26 to be eligible for an ABLE account. You could be over the age of 26, but must have had an age of onset before the individual's 26th birthday. A total annual contribution by all participating individuals, including family and friends, for a single tax year is \$14,000. A "qualified disability expense" means any expense

related to the designated beneficiary as a result of living a life with disabilities, may include education, housing, transportation, employment training and support, assistive technology, personal support services, health care expenses, financial management and administrative services and other expenses which help improve health, independence, and/or quality of life. Division Budget: it was explained that the economy has an impact on the number of applicants for VR services, e.g., when the economy improves, it's easier to find employment, which means fewer applicants for services. It is a great time to find employment now, employers are recruiting. The Division expects to provide services for all eligible individuals, thus there is no need to implement an Order of Selection. An Order of Selection would create a waiting list for eligible applicants based upon priority categories. Through the legislative session and budget process, the Division was able to obtain the state dollars required for the match to federal dollars. FFY 2015 Year End Report: Eric handed out the finalized year-end report, reminding members that Jennifer Geuther presented this information at the January meeting. This information is also available on the Division's website. A question was asked about WIOA and the 15% of the VR allotment targeting pre-employment transition services to students with disabilities who are eligible for VR services and if the Division is on track to meet this objective. Eric responded that he is pretty confident that the Division is on track, estimating that 10-12% will be spent through services provided, and the Division will track staff time to reach the required percentage. Training Opportunities: The following items were handed out and members were reminded that if they are interested in attending an event, the Board has resources to assist with their attendance:

- 2016 Fall Conference Mark Your Calendar "Finding the Gold in Everyone";
- Dr. Gregory Lester "Power with People & How to Handle Just About Anyone";
- 2016 Training/Events Calendar for the Division

**TRIBAL LISTENING SESSION INVITATION TO PARTNER:** Eric explained that the Division of Service to the Blind and Visually Impaired and Board of SBVI have taken the lead on planning a public gathering/disability summit the last few years. Events have been held in Mission, Eagle Butte, and Lower Brule. They are hoping to organize an event in Pine Ridge, but are waiting to receive a nomination of the Pine Ridge Tribal Vocational Rehabilitation Program. This person can help organize the event, knowing their community best (outreach, advertising, meeting location). Similar events held previously have provided great opportunities to share information and resources to individuals from the community and surrounding area. The Division and Board have partnered previously in addition to other state and tribal entities. If and when the Division and Board of SBVI are further along, word will be sent to the members about the event.

## **BREAK**

**INDICATOR 14 – POST SECONDARY EDUCATION OUTCOMES UPDATE:** Brett asked Melissa Flor to introduce Dr. Greg Cooch and Beth Schlitz to the group. Dr. Cooch greeted members and thanked them for asking him back. A PowerPoint was handed out (see attached) and he explained this data is from the 2013-14 exiters. Indicator 14, Post School Outcomes looks at Percent of youth who are no longer in secondary school, had Individualized Education Programs (IEPs) in effect at the time they left school, and were enrolled in:

- a) higher education
- b) higher education or competitively employed
- c) higher education or in some other postsecondary education or training program; or competitively employed or in some other employment within one year of leaving high school.”

He explained the definitions utilized for the survey including: higher education, competitive employment, some other post-secondary education or training; and other employment. There were 446 respondents which was a 82% response rate. Actual target data for FFY 2014 included: 20.17% enrolled in higher education; 74.21% enrolled in higher education or competitively employed; and 82.29% enrolled in higher education or in some other post-secondary education or training program; or competitively employed in some other employment. Data reflected a 18% ‘not engaged’ rate. A question was asked of what VR can do to have the greatest impact? Dr. Cooch utilized the data, which reflects if the person is employed more than 3 months and works more than 20 hours a week, this increases the likelihood of the exiter being engaged. Dr. Cooch further added that more information is needed on independent predictors. Lisa offered that this instrument doesn’t take in to account the student’s parent(s) or guardians situation, e.g., level of education, employment. Dr. Cooch stated he met earlier with Office of Special Education staff to talk about the issue of how to “engage” students. Beth indicated that information can be shared with VR of what was identified as possibilities or strategies for students who are not engaged. A question was asked about extracting data specific to students who are deaf or hearing impaired and reviewing this in more detail with the closure of the School for the Deaf. The response provided was that it could be done; however the number of participants in this category might be so small that the information might be misleading. Dr. Cooch commended both agencies in terms of using the gathered data to guide the service delivery system, and not conducting the survey only as part of a requirement.

**ASPIRE UPDATE:** Mary Livermont explained that ASPIRE is a research project to advance self-sufficiency of youth receiving Social Security Income (SSI) and their families. South Dakota is in a consortium with five other states. This project will compare youth and families who access current services with youth who receive enhanced services. The goal is to enroll 2,000 youth with 1,000 assigned to the Usual Services and 1,000 assigned to the ASPIRE services. SD enrolled 120 youth in January and was asked to enroll ten more by the end of April. Mary shared a handout "Demographics of SD Youth in ASPIRE Services" (see attached) which identified age, highest grade level completed, race, residence, etc. Second handout "South Dakota Enrollment Locations" (see attached) reflected ASPIRE and Usual Services enrollment locations in the state. Intervention services offered to ASPIRE youth and family members have included the following: Self-determination classes offered in Sioux Falls, Rapid City, Pine Ridge, Brookings, Sisseton and Yankton with 37 students participating. Parent trainings conducted by South Dakota Parent Connection in Sioux Falls and Rapid City with future sessions to be held in Huron and Rosebud. Financial literacy training conducted in Sioux Falls with future trainings planned for Yankton, Rapid City, Rosebud, and Huron. Twelve youth have had employment at some point or are currently employed; some have had volunteer opportunities or job shadowed. Two ASPIRE staff have been trained and certified as Community Work Incentives Coordinators (CWICS) who can provide benefits counseling. Thirty-seven youth have been referred to VR which includes 21 open cases. ASPIRE youth have been accepted into Project SEARCH, will be attending Youth Leadership Forum and attended Catch the Wave events. She encouraged people to like their Facebook page (<https://www.facebook.com/aspirewestorg>) and subscribe to the newsletter through the website <http://aspirewest.org/south-dakota>. A question was asked about the enrollment map and having no youth identified for areas to the west of Pierre/Gettysburg/Mobridge. Mary responded that a large part of this is tribal land and with this being a research project, it requires Tribal approval. The project has received approval from Crow Creek, Sisseton/ Wahpeton, Pine Ridge, Rosebud and Standing Rock Tribes. Success stories are being gathered and will be included in the newsletters. There were no more questions. Members thanked Mary for sharing this information.

Before adjourning for the evening, Brett reminded members that election of officers will be conducted at the next meeting, and he encouraged members to think about serving as an officer: Chairperson, Vice-Chairperson and Member-At-Large. There was also discussion of the Board's three committees and activities assigned to each.

## **MEETING ADJOURNED FOR THE DAY, MSC.**

**MEETING RECONVENED:** Welcome and Introductions: Brett Glirbas, Chairperson, called the meeting to order at 8:05 am and invited everyone to re-introduce themselves.

**DIVISION INITIATIVE/REQUEST FOR PROPOSALS:** Kim provided a copy of a letter disseminated to VR offices, providers, CILs, school districts and Tribal VR programs in early March (see attached) by the two VR agencies. Following the passage of the Workforce Innovation and Opportunity Act and the emphasis on pre-employment services for youth, this initiative is seeking proposals to fund pre-employment services for students with disabilities and employer based work experience for VR clients. Proposals are due April 15<sup>th</sup>.

**EMPLOYMENT WORKS INITIATIVES:** Kim spoke to her work as the Division's Business Specialist. She works directly with the Sioux Falls Business Resource Network and the Black Hills Workforce Diversity Network and three new business led model grantees in Aberdeen, Brookings and Yankton. Kim provides support and outreach to communities across the state providing information and resources with businesses, job seekers and public workforce systems. She also works with communities on activities associated with the National Disability Employment Awareness Month. Section 511 Subminimum Wage: Kim explained how new requirements under WIOA impose new and specific limitations on employers who hold special wage certificates, which allows an employer to legally pay an individual with a disability less than minimum wage. Now certain criteria must be satisfied by employers before they can hire individuals with disabilities who are age 24 or younger or continue to employ individuals of any age while paying them a rate that is less than minimum wage. There are approximately 1,300 workers in South Dakota earning less than minimum wage, most working in sheltered workshops. If an adult continues to work in a segregated workshop then VR must meet with each person. New requirements for school districts restrict subminimum wage activities for students with disabilities. Youth cannot start work in subminimum wage until the following conditions are met: receive pre-employment transition services; has been served or been determined ineligible by VR; has been provided career counseling and information/referrals to other public programs that allow the experience of competitive, integrated employment. If the youth is already working in subminimum wage as of July 22, 2016: if never accessed VR, they should apply for VR Services; be provided career counseling and information and referrals to other public programs that allow the experience of competitive, integrated employment; and receive pre-employment transition services. Eric stated that

information and resources can be found under the Division's website under the provider tab

[http://dhs.sd.gov/drs/Provider%20Resources/Section\\_511\\_Subminimum\\_Wage\\_Requirements.aspx](http://dhs.sd.gov/drs/Provider%20Resources/Section_511_Subminimum_Wage_Requirements.aspx). The Division is providing training to providers and employers regarding the pending changes (see 2016 Training/Events handout).

South Dakota Retailers Association (SDRA) was selected by the US Department of Labor's Office of Disability Employment Policy (ODEP) to participate in a national pilot program designed to increase workplace inclusion of people with disabilities. SDRA staff will work with ODEP's technical assistance team to implement strategies to help their member businesses create more disability inclusive workplaces. Kim has been working with SDRA staff and now discussions include increasing the utilization of Project Skills. SDRA will be hosting three Employment Law Workshops inviting Jackson, Lewis, PC staff to present on labor laws (Watertown/September 27; Sioux Falls/September 28; and Rapid City/September 29). Kim was asked to facilitate local providers/resources for the trainings. Kim was contacted by Department of Labor and Regulation's public relations staff for resources to include in their business folders, e.g., Ability for Hire brochures. Ability for Hire project will now expand on the marketing materials that have been completed at this point (success stories, testimonials, employer resource guide). Ability for Hire Facebook page continues to grow with likes counting over 3,000. Supported Employment establishment grants: Kim spoke of the nine grants awarded to Community Support Providers for capacity building to seek competitive employment for youth with developmental/intellectual disabilities under the age of 24, individuals with disabilities working in sheltered employment, and individuals with disabilities with limited work histories. Nine grants were awarded the first round with the hiring of 11 FTE's. Five grants were awarded the second round with the addition of six FTEs for Community Support Providers and 2 ½ FTE's for Mental Health Centers. Three more grants were awarded in 2016. Eric explained that VR dollars are utilized for FTE salaries and this will be phased out and a fee for service structure will be utilized. A question was asked about available grants to assist with transportation efforts, and Eric noted that transportation is a barrier to employment. VR can assist a consumer through case services, however, these services are time limited. DRS staff advocate at the local level for needed services by serving on various committees, e.g., Chamber, Mayor's Committee. Lisa noted that River City Transit is a great partner, working with a number of employers in different areas sustaining multiple infrastructures (Mobridge, Eagle Butte, Pierre, Highmore), and suggested the utilizing the employer led initiatives as an avenue for impacting transportation at the local level in other communities.

**NDEAM 2016 UPDATE:** Board staff explained that a review committee consisting of BVR, B/SBVI and SILC members reviewed 12 funding proposals earlier in the week. Proposed funding requests was \$23,680 and the committee is recommending approval of \$23,180.00. Committee discussion included scaling back the Sioux Falls advertising line item of \$500. Other comments included: recognizing communities growing diversity of planning partners; need to continue to grow representation of non-disability specific entities on planning teams (city/county/public/private businesses, SDRA), and asking for feedback from event attendees of how they heard about the event to best gauge use of advertising dollars. At this time, the BSBVI will commit up to \$5000 to support the 2016 events. A suggestion was made to create a uniform evaluation to be utilized for each community. **MOTION TO APPROVE THE COMMITTEE'S FUNDING RECOMMENDATION OF \$23,180 FOR THE 2016 NDEAM EVENTS, MSC.** After further discussion of funds, carryover from the 2015 events, and Chuck Quinn reported that the SILC approved \$1,500 to support these events at their last meeting - **MOTION TO APPROVE \$13,000 IN SUPPORT OF THE 2016 NDEAM EVENTS, MSC.**

(Agenda items moved around to accommodate student's schedule)

**SELF-DETERMINED YOUTH:** Kendra reported that the Transition Services Liaison Project started "Self-Determined Youth" in November to create a student leadership team in South Dakota. Kendra and Kirk Bender (Aberdeen) serve as the coordinators of the project. Students with disabilities that have attended Youth Leadership have been identified to serve on the team. Students are in grades 9<sup>th</sup> – 12<sup>th</sup>, have various disabilities and are on an Individualized Education Plan (IEP). Face to face quarterly meetings are held in addition to monthly conference calls to pull the team together. The focus is on self-determination and self-advocacy skill building. The team identifies opportunities for students to attend and participate, e.g., trainings, board meetings. Kendra introduced Tria Dennis, student from Pierre school district, who is on the leadership team. Tria spoke to working with Partners in Policymaking and attending the legislative day at the capital and providing mock testimony. The students are planning a regional conference to provide leadership opportunities for other teens. Tria spoke of communicating with her teachers, running her own IEP meeting and her plans to attend post-secondary education. Some of the students spoke at the Special Education annual conference and will return to YLF as leaders. Kendra spoke about the team, watching them grow and develop, and recognizing their eagerness to learn more. A thank you was extended to Tria for attending and sharing information.

**GOVERNOR'S AWARDS:** Board staff reported that the solicitation for Governor's Awards was disseminated the end of March with a due date of April 29<sup>th</sup>. The solicitation packet has been posted on the Department and Division's website as well as the Coalition, Freedom to Work and South Dakota Retailers Association Hire websites. The review committee has included representatives from the BVR, B/SBVI and SILC in the past, where they convene by video conference to review all nominations. Their recommendations are forwarded to the Governor for review and final selection. Once this has been done the awards ceremony is coordinated with the Governor's office. Kendra, Jolleen and Chad agreed to serve on the review committee for the Board and staff will contact the SILC and B/SBVI about their willingness to participate again.

**STATEWIDE INDEPENDENT LIVING COUNCIL:** Chuck reported that the SILC met March 2 in Fort Pierre. Reports were provided by DRS including updates on the Home Modifications and Assistive Devices program, Ramp program, Consumer Satisfaction Survey outcomes and the IL services quarterly report, the DSBVI report included: board activities, hosting a disability summit, hosting a public forum in conjunction with the National Federation of the Blind State Convention. DSBVI also has an agreement with Media One to develop outreach materials with a focus on transition services for students with vision loss. SILC staff reported on a budget update which included the SILC approving funds to support the Youth Leadership Forum and National Disability Employment Awareness Month activities. The CIL staff training will be held in May which will include these topics: What's Happening on the Safety Front, Bullying Among Adults and Effective Strategies for working with people with borderline personality disorders; Asst. Attorney General Paul Cremer – What has changed as a result of the Elder Abuse Task Force – What should we be looking for; How do we report so it's acted upon; and South Dakota Advocacy Services and the Client Assistance Program, TAD and EDP, ADLS Waiver and MAWD. The Division of Developmental Disabilities staff presented on community living and assistive technology, conflict free case management, and the use of "Supporting Real Lives Across the LifeSpan" folders. The election of officers also took place during this meeting which included Craig Eschenbaum/Chairperson, Monte Tschetter/Vice Chairperson and Vicki Kerkvliet/Member-At-Large. There were also updates from the consumer services, housing and outreach/public awareness workgroups. The final major item was the State Plan for Independent Living which is undergoing an entire rewrite this year and due the end June which includes information gathered from the 704 report, committee workgroups, survey results and hosting public input meetings.

**BREAK**

**BRAINSTORMING – STRATEGIC PLANNING FUNDS:** Brett invited discussion on the use of the Board's strategic planning funds. It was explained that the budget contains a line item 'strategic planning' which the Board has discretion for expenditures. Several years ago the Board implemented two funding applications to be utilized by individuals with disabilities/family member or an organization. The application can provide financial support for a person to attend a training (registration fees, meals, mileage, lodging, attendant/respite care) or for an organization to host an event, increase capacity, conduct studies, or provide outreach or training. A question was asked of how this information is made known or where is it available. The two applications are under the Board's informational tab on the Division's website and vocational rehabilitation counselors can share it with individuals. Transportation was discussed at length and the Board's role of affecting change on this topic can be explored (i.e., advocate for additional funding at state and national levels). Costs associated with driving (gas, modifications to a vehicle, hiring a driver, driver evaluation) were discussed to include VR providing assistance with one time purchases vs. ongoing needs. Another person spoke to people unable or choosing not to drive and that options exist e.g., purchase bus passes, purchase a bicycle, transit, and paratransit. The difficulty in hiring a driver was shared. Members were encouraged to think about the topic and if they have ideas, to send them to Brett, Eric or staff. This can be added to the next meeting's agenda for further discussion.

**CLOSING ACTIONS:** Future Agenda Items: nothing was mentioned. Scheduling Next Meeting: Staff was asked to send a doodle poll out with several date options of the last part of June with priority of meeting places of Pierre and Sioux Falls. There was also discussion of the September meeting and holding that in conjunction with the Board of SBVI, and to possibly include a new member orientation. **MOTION TO ADJOURN, MSC.**