

**Board of Vocational Rehabilitation
June 21/22, 2017**

Ramkota Hotel, Pierre, South Dakota

Members Present: Cole Uecker, Chuck Quinn, Lisa Sanderson, Darla McGuire, Kendra Gottsleben, Kim Hoberg, Patty Kuglitsch, Eric Weiss, and Peter Bullene. **Members absent:** Joe Vetch, Colleen Moran, Chad Maxon, Beth Schlitz, Jolleen Laverdure and Thore Jenshus. **Others present:** Vicki Kerkvliet, Lyle Cook, Bernie Grimme, Mary Livermont, Catherine Greseth, and Colette Wagoner. Interpreters: Julie Paluch and Rick Norris.

OPENING ACTIONS: Patty Kuglitsch, Chairperson, called the meeting to order at 1:20 pm and invited everyone to introduce themselves. Approval of the Agenda: Patty asked if there were any changes or additions to the agenda; there were none. **MOTION MADE (M) TO APPROVE THE AGENDA AS DISSEMINATED, MOTION SECONDED (S) AND CARRIED (C).** Patty moved to the March 2017 meeting minutes, asking for changes. Staff noted several grammatical changes and another edit was noted on page 5 regarding a percentage. **MOTION TO APPROVE THE MINUTES AS CORRECTED, MSC.** Next, she referred to the Executive Committee minutes from May 31, 2017. **MOTION TO APPROVE THE EXECUTIVE COMMITTEE MEETING MINUTES, MSC.**

ANNOUNCEMENTS: Lyle Cook, Project Director, Oun'iyekihapi Vocational Rehabilitation Services (Cheyenne River Sioux Tribe) announced an event similar to Catch the Wave will be held on September 20 in Eagle Butte. The event is designed for Native American high school students with disabilities. Save the date cards will be disseminated soon. Their program is also organizing the Disability Summit/Walk. This date has not been finalized and will be held prior to Labor Day. He extended an invitation to board members to both events. Patty announced the South Dakota Association of the Deaf (SDAD) 51st Biennial Conference will be held June 30 – July 2, in Deadwood.

PUBLIC COMMENT: There were none.

DIRECTOR'S COMMENTS: Eric began with introductory comments about Vicki Kerkvliet and the Sioux Falls Business Resource Network (BRN). BRN is a business led initiative, which began in 2000. There have been changes over the years within this organization. Currently, Vicki Kerkvliet is the director, and she has a board of directors which represents business leaders of the Sioux Falls community. At this point, Eric introduced Vicki and turned the meeting over to her.

SIoux FALLS BUSINESS RESOURCE NETWORK (BRN): Vicki thanked the Board for the opportunity to speak about BRN. She outlined the board of directors and the businesses/organizations they represent, and touched on the role of the advisory board. She outlined the three areas of emphasis (education, awareness, and provision of resources). She shared recent educational presentations and groups which have made the requests i.e., SHRM, SDN Communications, VR staff, and Minnehaha County. She spoke about coordinating with Vicki Nelson, Sioux Falls DRS Supervisor meetings with providers and businesses to talk about employment needs. (i.e., ILC/need for personal care attendants, VA/various positions). Speaking with attendees after the presentations has led to additional opportunities to present, and talk about their hiring/recruiting needs. BRN is also involved with organizing local National Disability Employment Awareness Month activities. She spoke of utilizing surveys or evaluations and obtaining feedback regarding future topic or need areas. Presentations have also included employees with disabilities and the employers who have hired individuals with disabilities. The Disability Friendly Recognition (done in collaboration with the City's Disability Awareness Commission) is a program which recognizes local businesses which employ one or more persons with disabilities. To date over 100 businesses have been recognized (listed on BRN's website <http://sfbrn.org/>). The VR agencies send her monthly emails to inform her of employers who have hired individuals with disabilities. A newer campaign which grew out of this is the "Thank You" program. Individuals leave a "Thank You" card with the business for hiring people with disabilities (business cards were handed out). She attends Chamber of Commerce ribbon cutting events and writes articles for the Sioux Falls Chamber and South Dakota Retailers Association newsletters. BRN disseminates a monthly email newsletter, a list that grows by gathering employer business cards at various functions. She attends functions with an exhibit/booth to share information and share resources. When asked what/how she felt about her position, she replied she feels like a saleswoman promoting the value of VR and linking employers to services that are available; a need that exists because not everyone knows what VR is, what services are available, how providers fit in, etc. In response to a question of the contract, information was shared that the contract ends in 2019, and she is currently updating and revising next year's goals. When asked about outcomes of the project, it was harder to pinpoint. A lot of work is making the first contact and developing relationships with business owners and human resource managers. She now receives follow-up contacts or questions, and is contacted by others who have been referred to her by someone else. Questions being asked of her have included how to support employees with recent injuries/accident or a disability/disease that has progressed, re-writing job applications, clarifying who does what (VR, community support providers, job coaches) and how things fit together. There were no further questions and Vicki was thanked for attending and sharing information with members.

DIVISION DIRECTOR'S REPORT: Eric clarified roles of state agency staff (DRS and SBVI), which includes Kim as the Business Specialist, and Vicki and Catherine Greseth who work for private non-profit agencies which contract with the Division. He explained that they work together making connections with employers, business owners, and human resource managers across the state. A question was asked about a "VR presentation" or flowchart in response to questions asked during Vicki's presentation. Information can speak to VR services and what can be made available. It was explained that VR is individualized and services are based upon the unique needs and employment goal of the person being served. Youth Leadership Forum: A handout was passed out which laid out the week and major activities accomplished for the week. Forty-six student delegates were selected to attend, each having to apply and be interviewed. The location of YLF has been moved around the state since it started in 1999 (USD/Vermillion, Augustana/Sioux Falls, Northern State University/Aberdeen). Transition Services Liaison Project staff organize the event, in addition to mentors, leaders, assistant team leaders, speakers, personal attendant care providers, and others contributing to its success. The Richard Hicks luncheon is held on Thursday which includes delegate parents, legislators, employers, and sponsors. The Richard Hicks Award recognized Kendra Gottsleben for her work on disability related issues. DRS Budget: Eric talked about Pre Employment Transition Services. These services target 5 areas: job exploration, work based learning opportunities, post- secondary exploration, work place readiness training (social skills and independent living skills), and self-advocacy instruction. Starting with the FY2015 grant, each state must spend 15% of their allotment on Pre-employment transition services. The Division met the threshold for the 2016 grant. At the end of March, Eric shared that the Division was at 63% of obtaining the threshold for the current year, and he is confident that the Division will reach this by the end of the fiscal year. Examples of what can be counted towards the 15% includes the TSLP contract, Project Skills, agency staff time spent on transition services, post- secondary education and the summer initiatives.

Lyle shared that the funding for the Native American 121 Projects comes from the same federal authority (Rehabilitation Services Administration) but they are not required to meet the 15% requirement. The projects receive minimal funding compared to what the state agencies receive. They are working with youth age 16 and over, and not before. Eric added that state VR can work with the 121 Projects to serve individuals with disabilities, including the youth, sometimes sharing cases. Expenditures: Expenditures have increased significantly the last two years, most likely due to staff outreach efforts. It is expected that the budget will exceed last year's expenditures. Funding is supplemented by the Ticket to Work Program, where revenue can be earned by the Division from placing SSI and SSDI recipients into successful employment and the Division receives reimbursement at various milestones. Rehabilitation Services Administration (RSA): Eric explained that RSA

will be conducting another 5 year monitoring cycle and will visit South Dakota in the next few years. RSA will likely involve the board in their review. DRS Personnel: Eric announced that Janet Ball will be retiring from the agency on July 7th. She is a Program Specialist and works with deaf services and staff training activities. Person Centered Training. The Division finished a 3 year training effort on person centered training. Several years ago, Brenda Smith a PCT trainer was invited to a board meeting, and she provided an introduction of PCT tools to members. Case Management System: Changes resulted from the Workforce Innovation and Opportunity Act (WIOA) impacting performance measures. This called for changes in data that is collected by the Division and reported to RSA. One example was collecting 130 data elements on a case closure, this has now doubled. Reporting will be collected quarterly now vs. annually. Training is currently being conducted with staff across the state on the changes made within the electronic case management system. Draft Program Guide "Student with a Disability": a draft program guide was handed out which provides guidance for determining if an individual is considered a student with a disability. South Dakota Department of Education defines a higher maximum age for individuals to receive services (Services to Children Age Twenty-one) and includes students in secondary, post-secondary, or other recognized education programs. This will assist the Division in tracking expenditures and evaluate if they are on track of expending 15% of the budget in the area of Pre-Employment Transition Services. Comments are still being taken on the draft document.

DIVISION CASE FILE REVIEW: Bernie reported that this review was conducted April 18-20, 2017 in Pierre involving sixteen staff from DRS and SBVI. The purpose of the review was to identify areas needing improvement, identify training needs, improve consistency between offices, and assure compliance with state and federal policies. The review focused on eligibility, development of the individualized plan for employment, VR services provided, and closure. Areas that fell below 90% were identified as needing improvement. A total of 333 cases were selected and 304 were reviewed. Counselor reports and an agency report can be generated from results. He reviewed findings in each area including areas identified as needing improvement. Summary and recommendations resulting from the review were also shared. Identified training needs included maintenance services, benefit analysis, plans for sustaining employment, IPE goals, and financial need determinations. A question was asked about ineligibility decisions and if it wasn't an appropriate decision, what is/was done, if anything. The response was that a letter is sent to the consumer inviting them to reapply for services. Another question was asked about the average caseload per counselor and the response was that a counselor has an average of 75-80 open cases per year.

SUMMER INITIATIVES: Kim reported that the summer initiatives evolved from the Workforce Innovation Opportunity Act. The Division disseminated the first request for funding in January 2016 to conduct initiatives with various community support providers. The RFP focused on 1) Pre Employment Transition Services for Students (workplace readiness & advocacy) and 2) employer based work experiences. The summer of 2016, six entities were awarded funding for the first area and five entities were awarded funding for activities in the second area. Darla was involved with these activities being an approved provider for both summers, and she shared what was done in Mitchell. In the area of pre-employment transition services, classroom instruction was provided along with hands on training. This involved working with the schools in the area to identify potential students, VR staff, partnering with employers, working on job readiness, employment skills, and job shadowing. Seven students participated this summer. Classes were held Monday through Thursday in the morning. Students worked on self-awareness/self-advocacy, social skills for the workplace, and used the Skills to Pay the Bills Curriculum. Other areas included – where to access services, independent living services (ILC), if you need help finding employment (DOLR), benefit specialist, SD Parent Connection introduced MyFile and the importance of keeping and filing important paperwork, and Mitchell Technical Institute staff spoke to post-secondary education. The Mitchell program lasted three weeks and it targeted juniors and seniors up to the age of 21. The employer based work experience is limited to a small number of individuals due to being on site at the workplace. The business involved this summer was County Fair Food Store. Again, classroom training was provided and focused on person centered tools (what's working/what's not), daily routines, goal setting, attitude, interests, interviewing preparation, and conducting mock interviews with employers. Areas to maintain employment were also addressed: orientation at the business site, tour, dress code, and job shadowing. Interviews conducted by County Fair Food Store employees provided direct feedback to the participants. Darla spoke to the employer involvement and engagement. County Fair Food Store employees treated the participants like new hires, provided name tags, and uniforms to each person.

MOTION TO ADJOURN FOR THE EVENTING AT 4:40 PM, MSC.

MEETING RECONVENED AT 8:15 AM. Patty called the meeting to order and invited everyone to introduce themselves.

ASPIRE UPDATE: Mary Livermont handed out ASPIRE magnets. She spoke of the project being a 5 year research study focusing on youth ages 14-16 years on SSI. The age is of the student at the time of enrollment. It is a consortium with five other states (Arizona, Colorado, Utah, Montana, and North Dakota). The purpose of the research is to show that by providing extra services to youth and their families, there will be improvements in education, independent living, and employment. As a

research project there is a treatment group and a control group. South Dakota enrolled 132 youth. So far, two siblings have moved; three are in residential care, one is in foster care, 1 or 2 are on probation; one will be attending Job Corps; and 1 is incarcerated. Nine have graduated from high school with either a diploma or certificate, and three will attend post-secondary education. Seventeen individuals are employed, working in a variety of areas: Subway, Wendy's, forestry, Safeway, Tire Company, Goodwill, Game, Fish and Parks, door manufacturing, cabinetry, and Culvers. It is too soon to draw conclusions from the data to date. More information will be available in the years to come. Lessons learned to date include the difference noted in parent's attitudes when a case manager has been assigned to each youth/family; presence of a case manager making the most difference. One of the difficulties noted was not having a case manager more centrally located near the families served. At least 1/3 of the students served are Native American. Five reservations agreed to participate - Standing Rock, Rosebud, Pine Ridge, Sisseton, and Crow Creek. This study was started in 2013 and will end September 2018 and there could be a possibility of an extension. She spoke of success stories and shared two YouTube videos (Jacey's story at <https://youtu.be/xcg512DpqtS> and Abby's story at https://youtu.be/n_sU31rga40). The five intervention services include: training and information for families, financial literacy, self-determination, case management services, paid work experience and access to benefit specialists. She shared that the employment rate for youth with disabilities is higher in South Dakota when compared to other states in the consortium. Mary was thanked for attending and for all the information.

WORKFORCE DIVERSITY NETWORK OF THE BLACK HILLS: Catherine Greseth has been in her position for 2 ½ years. She spoke of meeting with various groups, e.g., Department of Tourism and employers. She talked about how to address various recruiting/hiring needs, and the need for accommodations. She works with the Mayor's Committee, and she has been asked to conduct disability awareness training with city staff and council members. She spoke about her work with the City, Chamber and other employers. A majority of her time has been spent on reviewing job descriptions, primarily the essential functions listed for positions. Her work with one of the Chamber's committee's is working on economic development. This committee will be conducting a survey for employers to obtain feedback on questions on disability and other training needs. She has had over 125 individual employer related contacts. WDN is involved with the local National Disability Employment Awareness Month activities (last year's event had over 200 attendees). Last week she presented to the Center for Enterprise, a group of 40+ business women leaders. The discussion involved disability awareness, workforce needs, person's abilities, etc. She has a strong tie to media outlets (newspapers and radio) which have featured stories on people with disabilities successfully employed. Seven articles have been featured in the Rapid City Journal and articles have been featured in the Rapid City

Chamber of Commerce Investment Report and the Black Hills Lifestyle magazines. She noted links on WDN's website announcing upcoming events (<http://www.wdnh.org/>). She has spoken with Tourism staff about employment needs and travelers' needs. "Bring a business to VR" is a new initiative conducted monthly to talk with businesses (Cabela's, Casinos, Forestry Services, Wendy's Lowes, Good Samaritan Society) about hiring needs. Other networking partners have included SHRM, Women's Network, SDRA, Deadwood and Spearfish Chamber, Leadership South Dakota. These meetings have led to contacts with larger employers located in other areas of the state, e.g., Daktronics, Terry Redlin Museum. Successes have included talking with businesses about what people with disabilities can do, providing assistance in the areas of rewriting job descriptions, interviewing/hiring questions, demonstrating the ability to perform the essential job functions, and building relationships. Catherine was thanked for attending and sharing information.

GOVERNOR'S AWARDS CEREMONY UPDATE: Colette reported that a review committee met on Monday to review the submitted nominations. The review committee consists of BVR, B/SBVI and SILC members, in addition to Kim, Bernie, and Colette who provide technical assistance. Seven categories were reviewed. Two committee members were absent, and their responses will be collected. Once finalized the committee's recommendations will be forwarded to the Division/Department and on to the Governor's office for his final consideration and action. Lisa shared that there was one category that might not be awarded. This was the "Other" Employer Award which was changed last year to include government, education, and public/private non-profit organizations. The committee felt the nomination lacked the details needed to make the decision. Draft documents are expected to be finalized within a couple of weeks. Bernie talked about doing a better job of educating staff and others about the award nomination categories, need for letters of support, etc.

VR PROGRAM INITIATIVES: Bernie reported that provider training (employment and social security work incentives) was conducted in five communities across the state. There were approximately 100 attendees at the various sites. These trainings offer a "refresher" to those in the field and basic information to new providers. Section 511 Reviews: Bernie explained that sub-minimum wage requirements were changed due to the reauthorization of WIOA and implemented as of July 22, 2016. Requirements changed for VR agencies and employers who hire individuals who earn less than minimum wage. A survey was conducted of all agencies that have sub minimal wage employees. Over a year ago, the Division contracted with three individuals to conduct annual reviews of individuals working in sub minimal wage positions and these have been completed. There were 889 reviews completed. During the reviews, information is provided to the individuals and their families about career counseling, VR, independent living, social security incentives, etc. About 87 of the 889 reviews

conducted, were referred to VR. About 70% of these individuals have guardians, and resulted in a need to communication with their guardian about VR and applying for services. The Division has learned that SD is very progressive with placing individuals with significant disabilities in competitive employment. Darla spoke about the newer initiatives and seeing more community placements vs. a sheltered workshop setting.

Kim spoke to the business led models shared by Vicki and Catherine and trying to replicate these initiatives in other areas of the state. The Division provided grant monies to three other communities to develop these - Yankton, Aberdeen, and Brookings. Funds were awarded a year ago and now the second year grant cycle has started. Goals include providing education, consultation, technical assistance to businesses in their communities regarding employing people with disabilities. The local VR supervisor is heavily involved with the group in their community. A consultant was brought in early June to Sioux Falls, Aberdeen, Brookings, and Yankton to address training issues, e.g., barriers/inclusive policies, mentoring, recruitment, accessible websites, and more.

EMPLOYMENT WORKS INITIATIVES: Kim reminded members that her position of business specialist was created to be a single point of contact for employers or businesses as a result of the Governor's Task Force. She has been in her position three years. To date, she has received 95 business contacts from small and large businesses and a large federal contract employer. She provided the example of presenting at a local HR meeting and a mental health center asked questions about what is required of the employer regarding interpreters (for clients and employees) and effective communication. She referred them to CSD as an interpreter service provider as well as the Job Accommodation Network. This last quarter she has fielded questions in the areas of interpreter services, job descriptions, and essential functions of positions. Work continues to expand the Project Skills program within state government. The Division is expanding a similar work experience for adults with disabilities in state government through the Employment Skills program. The goal for 2017 federal fiscal year was achieving a minimum of 11 individuals obtaining work experiences, presently 11 individuals are working. The Division continues to work with Epicosity on the Ability for Hire initiative. A new contract began with them on June 1st. The contract will focus on maintaining or updating the website with additional blog posts. The Division has taken on the responsibility of maintaining the Facebook page. The Division and Epicosity are in the process of completing the business resource guide that will provide technical information for businesses or employers on the ADA and how it pertains to businesses. It will include resources or contacts to receive further assistance on ADA questions, best practices for businesses interested in recruiting and hiring people with disabilities, information on the two VR agencies in SD, job descriptions, interview questions, reasonable accommodations, tax incentives

or credits, and additional resources for businesses to explore. The guide will be made available by digital or electronic format.

Kim spoke to the Ability for Hire website analytics for the time period of January – March 2017 included 2,979 users/visitors, which 84.1% were new visitors and 15.9% were repeat visitors. The average number of pages that were reviewed per session was 1.55. Of the pages that are available, the total number that they viewed was 5,368. Social media analytics included a total of 155,501 impressions or number of times content associated with the Facebook page was displayed (a total of 19,138 organic impressions, 28,083 viral impressions, and 108,280 paid impressions took place.) For this particular period, the audience engagement with the posts consisted of 3,475 reactions/71 comments/515 shares. This resulted in a 27.2% increase in the total number of engagements in contrast to the previous quarter. The Division had an exhibitor booth on May 3rd and 4th at the Society for Human Resource Management (SHRM) annual conference which created networking opportunities with HR professional and other business members throughout the state. Follow up questions were asked about contact information, specifically, if a question is posed about how the person found out about the site. A survey/quiz is being developed for businesses to be disseminated by email which will help drive traffic to the website. Patty suggested that if it is a pop up survey, make it brief. The importance of collecting referral information was mentioned and followed with the suggestion of dropping the employer or business a thank you in the mail to broaden the reach.

STATEWIDE INDEPENDENT LIVING COUNCIL: Chuck reported that the SILC met last week in Ft. Pierre. Information shared at the meeting included reports on the Home Modifications and Devices Program, Assistive Technology, and Budget. It was noted that two of the three annual reviews of the Centers for Independent Living have been completed. Case files were reviewed as well as adding a home visit component to the process. An update was provided on the State/Tribal Vocational Rehabilitation joint meeting of staff which facilitated information sharing and networking. An update was provided by Sandy Neyhart regarding activities of the Division of Service to the Blind and Visually Impaired. Nominations were solicited for pending vacancies on the Board of SBVI and now the Division is waiting to hear from the Governor's office about appointments. The National Federation of the Blind Conference was held in Rapid City on May 5/6, 2017. Sandy attended the Older Blind Program National Conference held in Washington D.C with the primary focus being on funding. A listening session was held in Pine Ridge which was sponsored by the Divisions and South Dakota Advocacy Services. The SILC Chairperson and staff attended the National SILC Congress held in Arizona in January. There was discussion of "Independent Living" being the best kept secret and the need to promote awareness of what is available in the state. Gloria Pearson, DHS Secretary attended the meeting and spoke about the changes at the Department level involving the new division

“Long Term Services and Supports”. Other reports were made from the various workgroups, e.g., Consumer Services, Public Awareness, and Assistive Technology. The next meeting is being planned for September 19 in Ft. Pierre/Pierre.

PROPOSED SLATE OF OFFICERS: Eric explained that inquiries were made regarding members’ interest in the upcoming positions for officers. As a result, the proposed slate included Patty Kuglitsch for Chairperson, Lisa Sanderson for Vice Chairperson and Jolleen Laverdure for Member-At-Large. He explained that he would bring forth the proposed slate and nominations would be taken from the floor, one position at time.

Eric asked for a motion to nominate Patty Kuglitsch for Chairperson. He called for further nominations. Eric called for further nominations a second and third time, per Robert’s Rules of Order, hearing none, **MOTION THAT NOMINATIONS CEASE AND PATTY KUGLITSCH BE ELECTED TO SERVE AS CHAIRPERSON, – MSC.** Eric moved **(M)** to nominate Lisa Sanderson for Vice-Chair; seconded **(S)**. Eric called for further nominations. He called a second and third time. Upon hearing none, **MOTION THAT NOMINATIONS CEASE AND A UNANIMOUS BALLOT BE CAST IN FAVOR OF LISA SANDERSON BE ELECTED TO SERVE AS VICE CHAIRPERSON – C.** Lastly, Eric moved **(M)** to nominate Jolleen Laverdure for Member at Large; seconded **(S)**. Eric called for any further nominations a second and third time. Hearing none, **MOTION THAT NOMINATIONS CEASE AND AN UNANIMOUS BALLOT BE CAST IN FAVOR OF JOLLEEN LAVERDURE TO SERVE AS MEMBER-AT-LARGE – C.** Eric thanked members for agreeing to serve in these and other capacities, i.e., officers, committee members.

FAREWELL TO OUTGOING MEMBERS: Patty, Chairperson, thanked Darla for her service to the Board. Patty presented a clock to Darla on behalf of the Board. Darla shared departing thoughts and thanked everyone for the opportunity to learn, network and grow. An attempt was made to connect Thore via Skype to present him with a similar gift. We were unable to connect with him. Later, it was learned that things came up at work and he was unable to participate. Members were reminded that Chad Maxon is also an outgoing member and a gift and thank you letter will be sent to him.

CLOSING ACTIONS: Future agenda items: Lisa inquired about obtaining additional information regarding transitioning youth with disabilities, e.g., who are they; where are they from; hours worked/wages; services provided; and outcomes. Another suggested topic was a discussion on strategies for employer communication and the best way to handle referrals to VR counselors. Cole spoke about a situation with a restaurant and the need for more contact between the business and VR, e.g., talk about vacant positions, follow-up visits regarding what other additional services might

be available from VR, etc. Eric talked about having Wendy Parent Johnson attend and talk more about supported employment and available services. New member orientation was mentioned and this is held either in conjunction with the September or December meeting. Discussion on contacts or follow-up ensued and the question was asked whether the Division is tracking contacts, or if there was a process developed for follow up, (capitalize on every contact). Another question was posed regarding the Department of Labor and Regulation's job listing site and if VR is linked to it. A follow-up question was asked if there is -or could be - a flow chart developed for a person with a disability or a business to better understand the process, who would be contacted, or who would be responsible at different points of the process. Scheduling Next Meeting: Two different meeting dates were proposed, 1st choice was October 4th and 5th in Pierre which would follow the Fall Conference. The second choice was September 14th and 15th in Pierre. Staff will forward a doodle poll to obtain members preferred choice. Format and location of future meetings were discussed again with the possibility of hosting the December meeting via DDN and perhaps moving the June meeting back to Aberdeen in conjunction with the Youth Leadership Forum.

Adjournment: **MOTION TO ADJOURN AT 11:30 AM, MSC.**