

Maryland 9-1-1 Board 7229 Parkway Drive. Suite #200 Hanover, MD 21076



OPEN SESSION MEETING MINUTES March 27, 2025 Virtual (Google Meet)

BOARD MEMBERS IN ATTENDANCE

Cecilia Warren, Accessibility Needs Danissa Alston, County Police Services

Julia Fischer, GIS

Kevin Mosier, Public Service Commission

Richard Berg, MIEMSS Scott Haas, PSAP Director Sona Konate, Public-At-Large Susan Greentree, APCO Tenea Reddick, MACo-ECC

Chris Meyer, Fire Service Jack Markey, Board Chair Justin Orendorf, PSAP Director Major Tawn Gregory, MSP

Russell Strickland, Secretary, MDEM Shariff Thomas, 9-1-1 Specialist Steve Souder, Public- At- Large Tammy Price, PSAP Director

William Frazier, MENA

OFFICE OF THE EXECUTIVE DIRECTOR IN ATTENDANCE

Dr. Christy Collins, Executive Director Mike Marshall, Inspections & Training Chief Peter Giguere, Accountant Supervisor Bethelhem Kibret, DSCI Intern

Elizabeth Simpson, Counsel/AAG Nese Carter. Executive Assistant Shanna Gallegos, Administrative Officer

BOARD MEMBERS NOT IN ATTENDANCE

Duane Hall, Volunteer Fire Services Michael Block, Cybersecurity

This position is open, County Finance

Kenneth Poling, Wireline Industry Tony Rose, PSAP Director

GUESTS IN ATTENDANCE

***Special Guest- Senator Cheryl Kagan

Ann Pingel Ashley Burgan Bryan Ebling Cynthia Mims Dawn Baldridge Holley Guschke Jeff Bruns Joe Armentrout John Lesko Joshua Jack Kevin Frazier

Lorenzo Cropper Phul English **Rob Sterner** Roger Bennett Stacy Clay Tom C

Walter Puller

Annaliese Delles Antonella Volpe **Brad Russum** Gene Ikner Charlynn Flaherty Christian Griffin Dan Heilman David Black Dawn Blanchard **Heather Tinney** Jamie Franks James Hamilton

Jeff Ledbetter Lt. Jennifer Reidy-Hall

Joe Grube John Donohue Jonathan Verville Joseph Seborowski Justin Shawley Karen Saymansky Kyra Pulliam Kristie Dutrow Meghana Parikh Pete Landon **Ross Coates** Richard Morris Rob Williams Robbie Larimer Sarah Schmidt Ryan Mattsson Steve Hurlock Tamara Maldonado Valerie Hawkins Travis Bottiglier

I. OPENING

Chair Markey called the open session to order at 10:00 AM on Thursday, March 27, 2025, via Google Meet.

Chair Markey requested a roll call of Board members and confirmed a quorum was present.

Dr. Collins reported an amendment to the Board Agenda.

• Project #25-286 corrected total should be \$93,123.20

APPROVAL OF MINUTES

The Board considered the meeting minutes from the February 27, 2025, meeting. The Board members were provided with materials in advance of the meeting for review.

Updates/corrections were noted by the Board members to the previous meeting minutes before the motion for approval.

Mr. Souder made a motion to approve the February 27, 2025, Board Meeting Minutes. Mr. Thomas seconded the motion. The motion carried unanimously.

II. FISCAL REPORT- PETER GIGUERE

The fiscal report as of March 19, 2025, shows the approved FY25 budget is \$184M. Incoming funds for Surcharge and Prepaid Fees is \$87.2M, Expenditures to date total \$122.7M, leaving a net available budget of \$61.3M. With Obligated Funds to Projects totaling \$92.2M there is a net (\$31M) remaining. While there is a net negative showing at the bottom it is highly unlikely that the board will distribute that much for Projects in the last guarter of the year.

A financial report was also presented. I have observed that administrative expenses are less than 1% of the 911-Board's expenses. Projects end up being around a quarter of the total with Surcharge pass-through payments dominating 3% of the FY25 budget.

III. EXECUTIVE DIRECTORS UPDATE - DR. CHRISTY COLLINS

Dr. Collins reported that no comments have been received regarding the 9-1-1 Board Bylaws.

Mr. Souder made a motion that the Bylaws be adopted by the Board. The motion was seconded by Ms. Alston and unanimously approved.

Dr. Collins provided an update on the 9-1-1 Board Working Group, which last met on March 20th and is scheduled to meet again on April 17th. The group is currently focused on revising the board meeting agenda and updating the funding matrix and payment guide to enhance clarity and efficiency.

Dr. Collins introduced two proposed amendments to the 2025 board meeting schedule. The first amendment involves moving the May meeting from its original date of May 29th to May 22nd. The change is necessary due to a scheduling conflict with the Maryland Emergency Management Symposium, a major event in which the department is heavily involved.

Dr. Collins noted a formal motion would be needed to approve the amendment since the original calendar had already been approved.

Ms. Greentree moved to approve the rescheduling of the May 2025 Board meeting to May 22, 2025. This motion was seconded by Ms. Fischer and unanimously approved.

Dr. Collins introduced a second proposed amendment to the 2025 board meeting schedule. The original meeting date was Thursday, June 26th, but the recommended new date is Tuesday, June 17th. This meeting will be held in person at the Maryland Department of Emergency Management headquarters located at 7229 Parkway Drive, Hanover, Maryland. The reason for the change is a scheduling conflict with two national association conferences, NENA and National Association of State 9-1-1 Administrators (NASNA), which are taking place during the original meeting week.

Mr. Souder moved to approve the rescheduling of the June 2025 Board meeting to June 17, 2025. The motion was seconded by Ms. Greentree and unanimously approved.

LEGISLATIVE UPDATES - DR. CHRISTY COLLINS

Dr. Collins shared legislative updates on behalf of Legislative Liaison Anna Sierra, who was unable to attend the meeting. She provided a summary of key legislation, highlighting five bills that are likely to pass. These include:

- HB76/SB396, which covers death benefits for public safety officers and maintains 9-1-1 specialists in its provisions.
- HB445/SB81, which criminalizes interference with 9-1-1 systems.
- HB1027/SB775, which have been amended to direct the Department of Information Technology (DoIT) to study the feasibility of a statewide 3-1-1 system.
- SB36 and HB421, which remove restrictions on using 9-1-1 Trust Funds for 988 integrations.
- SB138/HB423, which reestablished the 9-1-1 Board's regulatory authority under the Maryland Department of Emergency Management (MDEM).

Dr. Collins reviewed five bills unlikely to pass this session. These include:

- HB106/SB805, which aimed to expand the definition of first responders.
- HB316, which proposed adding 9-1-1 technicians to the 9-1-1 specialist classification.
- HB444, which relates to interference with critical infrastructure.
- HB1002, which concerns fireworks regulation and tax revenue for the 9-1-1 Trust Fund.
- HB1361 which proposed a standardized law enforcement report writing system.

As of March 26, the House passed the budget with no reductions to the state's 9-1-1 Trust Fund appropriation. The 9-1-1 Board is not expected to be affected by ongoing budget negotiations.

INSPECTIONS & TRAINING CHIEF - MIKE MARSHALL

Mr. Marshall provided several updates, beginning with a reminder that the Kari's Law report is due by the end of March 2025. The Public Safety Answering Point (PSAP) inspection schedule is nearly finalized and will be released in June 2025. Calendar invites will be sent

directly to each PSAP to allow for adequate scheduling and preparation. Additionally, not all counties have submitted their Data Survey Forms for the reporting period. Follow-up communication has been sent to those outstanding, and counties are encouraged to reach out if they need the form resent or have any questions.

IV. WORKGROUP REPORTS

POLICY & STANDARDS - STEVE SOUDER

Mr. Souder reported that the Policy & Standards Workgroup met on March 20, 2025. One topic involved a request for clearer definitions around lifesaving and life-safety issues referenced in the matrix developed by Prince George's County. In collaboration with Mr. Larimer, Mr. Souder explained that the current language did not fully capture the complexity and critical nature of the 9-1-1 specialist's role. Together, they drafted a revised description and submitted it to the Office of the Executive Director (OED) for review. The intent is to recognize the full scope of 9-1-1 professionals' work beyond simplified metrics.

Mr. Souder also discussed the ongoing topic of call workflow. He emphasized the importance of reducing unnecessary call transfers and ensuring that when transfers do occur, the process is seamless. The goal is to prevent any loss of information during handoff between call takers and receiving centers, always prioritizing the caller's safety. Both topics remain under review, with updates to follow.

TRAINING & EXERCISE - BRYAN EBLING

Mr. Ebling reported that the Staff Training Requirements document has been finalized and is now ready for Board approval. The document stipulates an annual review, and since it had not been reviewed in a few years, the committee is working to get back on track with regular evaluations.

Project #25-275 for Wicomico County received a favorable review from the committee. The class could accommodate up to 40 students if necessary. The Working Group is also developing an evaluation tool for participants in training supported by the Board. While this tool was originally intended for student feedback, the committee may shift focus toward having PSAP managers or training administrators complete the evaluations. The goal is to gather meaningful input on how well training is received and whether it is delivered professionally and effectively. The intent is to ensure quality learning experiences for all participants.

Additionally, the issue of peer support group accreditation in Maryland was raised and will be explored further in upcoming meetings. There is growing interest in understanding the required credentials for individuals involved in these groups.

Please note the next workgroup meeting is scheduled for April 10, 2025, at 2:00 p.m. This is one week earlier than usual due to scheduling conflicts.

CYBERSECURITY - GENE IKNER

Mr. Ikner reported that he is now co-chair for the Cybersecurity Workgroup.

The tabletop exercise event was coordinated by the Cybersecurity Working Group in

partnership with MDEM and Cybersecurity and Infrastructure Security Agency (CISA). It was an excellent training opportunity that brought together many counties, including PSAP leadership, emergency management personnel, and cybersecurity staff. The level of coordination, collaboration, and networking proved to be extremely valuable, providing important insights from both peers and the agency facilitators.

Following the exercise, Mr. Block distributed a questionnaire to attendees, which was coordinated through CISA. That survey closed on March 21, and the results will be included in the forthcoming After-Action Report.

The next Cybersecurity Working Group meeting is scheduled for Tuesday, April 22, 2025.

TECHNOLOGY - JAMES HAMILTON

Mr. Hamilton reported that they are currently operating with bonded 5G connectivity from all three major carriers as well as satellite. This system supports remote key operations when needed.

Mr. Hamilton acknowledged and expressed appreciation to Mr. Puller, who announced his retirement.

The next Technology Workgroup meeting will take place on April 28, 2025, at 11:00 a.m.

GEOGRAPHIC INFORMATION SYSTEM (GIS) - JULIA FISCHER

Ms. Fischer provided a status update on the Board-funded statewide imagery project. This year's focus is on capturing 6-inch resolution imagery for the northern tier of Maryland, including western Maryland, Baltimore City, Baltimore County, and Harford County. While the eastern region's imagery is fully acquired, several 3-inch pixel areas in Garrett County (including Deep Creek and Cumberland) remain pending due to recent snowfall. Acquisition will resume once weather conditions allow.

Ms. Fischer shared updates on indoor mapping efforts, which are part of a larger initiative to support enhanced location accuracy in 911 response. The State continues to emphasize shared geospatial standards, especially for public safety and state-owned facilities.

Ms. Fischer highlighted the recent coordination with Johns Hopkins University Applied Physics Lab to explore military-grade robotic technologies for emergency response, including indoor mapping applications. She encouraged continued stakeholder engagement, particularly with non-GIS participants, to increase understanding and support of these efforts.

Additional GIS coordination topics included edge-matching and data transformation processes used to align local data providers. Concerns have been raised about inconsistencies when vendors handle these transformations differently. The GIS Subcommittee is actively discussing potential contractual language to ensure standardization. Ms. Fischer also noted that Maryland is collaborating with Pennsylvania and North Dakota to align practices across state lines.

Ms. Fischer concluded with an update on the National Emergency Number Association (NENA) GIS Data Model Version 3, which is currently in working draft. Maryland has representation on the review group, and the model is expected to be released for public comment by mid-summer. She emphasized Maryland's strong collaboration between state

and county GIS partners and praised the collective efforts to uphold and improve data standards across jurisdictions. The next regional GIS coordination meeting will take place virtually on April 23, 2025.

V. ADDITIONAL UPDATES

VERIZON UPDATE - WALT PULLER

Mr. Puller reported that there are no major outages at this time.

Mr. Puller expressed appreciation for being a part of the monthly Board meetings. He introduced Karen Saymansky, who will now take over for Verizon updates.

Appreciation was expressed to Mr. Puller from members of the Board.

MOTOROLA SOLUTIONS UPDATE - JOE GRUBE

Mr. Grube reported everything is functioning normally.

AT&T UPDATE - TAYLOR TOMPKINS

Mr. Tompkins provided a brief update regarding the successful migration of Baltimore County. The transition went smoothly overall, with only a few remaining housekeeping items being addressed. He emphasized the strength of the group's collaboration and servant leadership, noting that continued focus on relationships will only enhance the collective efforts.

No additional updates to report at this time.

MACO EMERGENCY COMMUNICATIONS COMMITTEE (ECC) - ROSS COATES

Mr. Coates provided an update on ongoing collaboration between 9-1-1 and the Maryland Department of Health (MDH) regarding 9-1-1 & 9-8-8 integration. A committee is currently finalizing a data collection document and discussing the frequency and scope of data to be gathered from PSAPs.

The effort includes gathering more specific information from local crisis champions in each county, particularly around mental health response. A key focus is collecting data on 9-1-1 call volumes to better anticipate and prepare for future warm handoffs between PSAPs and crisis centers. Although the data document is not yet finalized, the expected data points will be easily collectible and reportable through common systems and call processing protocols already in use.

VI. PROJECTS FOR FUNDING CONSIDERATION

A funding request for Project 25-249 in the amount of \$2,540.00 for Allegany County's Emergency Backup PSAP Generator Repairs was made by Roger Bennett.

Mr. Berg moved Project 25-249 for Allegany County, in the amount of \$2,540.00 to be approved. Mr. Meyer seconded the motion. All were in favor and the motion carried without objection.

A funding request for Project 25-250 in the amount of \$15,889.83 for Allegany County's VESTA

Phone System was made by Roger Bennett.

Ms. Greentree moved Project 25-250 for Allegany County, in the amount of \$15,889.83 to be approved. Mr. Frazier seconded the motion. All were in favor and the motion carried without objection.

A funding request for Project 25-283 in the amount of \$31,842.00 for Allegany County's PSAP Generator was made by Roger Bennett.

Mr. Meyer moved Project 25-283 for Allegany County, in the amount of \$31,842.00 to be approved. Mr. Berg seconded the motion. All were in favor and the motion carried without objection.

A funding request for Project 25-243 in the amount of \$9,500.00 for Frederick County's Mindbase Wellness Platform was made by Kristie Dutrow.

Ms. Alston moved Project 25-243 for Frederick County, in the amount of \$9,500.00 to be approved. Major Gregory seconded the motion. All were in favor and the motion carried without objection.

A funding request for Project 25-286 in the amount of \$93,123.20 for Frederick County's Thirty (30) 9-1-1 Operator Chairs was made by Kristie Dutrow.

Mr. Berg moved Project 25-286 for Frederick County, in the amount of \$93,123.20 to be approved. Ms. Price seconded that motion. All were in favor and the motion carried without objection.

A funding request for Project 25-252 in the amount of \$61,170.00 for Prince George's County's Telehealth Psychological Support Services was made by Charlynn Flaherty.

Ms. Price moved Project 25-252 for Prince George's County, in the amount of \$61,170.00 to be approved. Ms. Reddick seconded that motion. All were in favor and the motion carried without objection.

A funding request for Project 25-253 in the amount of \$2,660.00 for Wicomico County's Priority Dispatch Annual Maintenance was made by Lorenzo Cropper.

Mr. Meyer moved Project 25-253 for Wicomico County, in the amount of \$2,660.00 to be approved. Mr. Frazier seconded that motion. All were in favor and the motion carried without objection.

A funding request for Project 25-275 in the amount of \$800.00 for Wicomico County's Stress Handling Training was made by Lorenzo Cropper.

Mr. Souder moved Project 25-275 for Wicomico County, in the amount of \$800.00 to be approved. Ms. Greentree seconded that motion. All were in favor and the motion carried without objection.

A funding request for Project 25-254 in the amount of \$57,526.20 for Worcester County's Voice Logging Recorder was made by James Hamilton.

Mr. Berg moved Project 25-254 for Worcester County, in the amount of \$57,526.20 to be approved. Mr. Souder seconded that motion. Ms. Greentree recused herself from the vote. The motion carried without objection.

A funding request for Project 25-259 in the amount of \$12,600.00 for Cecil County's GIS Planimetric Data was made by David Black.

Ms. Fischer moved Project 25-259 for Cecil County, in the amount of \$12,600.00 to be approved. Mr. Meyer seconded that motion. All were in favor and the motion carried without objection.

A funding request for Project 25-260 in the amount of \$4,275.00 for Cecil County's Renewal CritiCall Software License was made by Cynthia Mims.

Mr. Souder moved Project 25-260 for Cecil County, in the amount of \$4,275.00 to be approved. Ms. Greentree seconded that motion. All were in favor and the motion carried without objection.

A funding request for Project 25-261 in the amount of \$2,118.00 for Cecil County's Renewal Telecomm Exchange was made by Cynthia Mims.

Mr. Berg moved Project 25-261 for Cecil County, in the amount of \$2,118.00 to be approved. Mr. Frazier seconded that motion. All were in favor and the motion carried without objection.

A funding request for Project 25-269 in the amount of \$6,000.00 for Cecil County's Denise Amber Lee's- A Victim's Plea was made by Cynthia Mims.

Mr. Thomas moved Project 25-269 for Cecil County, in the amount of \$6,000.00 to be approved. Mr. Haas seconded that motion. Mr. Souder recused himself from the vote. The motion carried without objection.

A funding request for Project 25-262 in the amount of \$108,880.11 for Caroline County's Annual Recurring Maintenance was made by Steve Hurlock.

Mr. Thomas moved Project 25-262 for Caroline County, in the amount of \$108,880.11 to be approved. Mr. Berg seconded that motion. Ms. Price abstained from the vote. The motion carried without objection.

A funding request for Project 25-282 in the amount of \$169,598.12 for Caroline County's 9-1-1 Furniture Consoles was made by Steve Hurlock.

Ms. Price moved Project 25-282 for Caroline County, in the amount of \$169,598.12 to be approved. Major Gregory seconded that motion. All were in favor and the motion carried without objection.

A funding request for Project 25-263 in the amount of \$3,150.00 for Charles County's FRONTLINE- Training Management Software Renewal was made by Antonella Volpe.

Ms. Price moved Project 25-263 for Charles County, in the amount of \$3,150.00 to be approved. Mr. Thomas seconded that motion. All were in favor and the motion carried without objection.

A funding request for Project 25-270 in the amount of \$48,008.00 for Charles County's QPR Renewal was made by Antonella Volpe.

Mr. Meyer moved Project 25-270 for Charles County, in the amount of \$48,008.00 to be approved. Mr. Thomas seconded that motion. All were in favor and the motion carried without objection.

A funding request for Project 25-265 in the amount of \$9,995.00 for Montgomery County's Renewal Telecomm Exchange was made by Tamara Maldonado.

Mr. Souder moved Project 25-265 for Montgomery County, in the amount of \$9,995.00 to be approved. Ms. Greentree seconded that motion. Ms. Alston and Mr. Thomas recused themselves from the vote. The motion carried without objection.

A funding request for Project 25-266 in the amount of \$324,732.08 for Montgomery County's FY26 Priority Dispatch Protocol Maintenance was made by Tamara Maldonado.

Mr. Souder moved Project 25-266 for Montgomery County, in the amount of \$324,732.08 to be approved. Mr. Berg seconded that motion. Ms. Alston and Mr. Thomas recused themselves from the vote. The motion carried without objection.

A funding request for Project 25-278 in the amount of \$12,649.50 for Montgomery County's Virtual Academy Software was made by Tamara Maldonado.

Ms. Price moved Project 25-278 for Montgomery County, in the amount of \$12,649.50 to be approved. Mr. Meyer seconded that motion. Ms. Alston and Mr. Thomas recused themselves from the vote. The motion carried without objection.

A funding request for Project 25-285 in the amount of \$46,224.00 for Montgomery County's Priority Dispatch- AI Skills Lab was made by Tamara Maldonado.

Ms. Greentree moved Project 25-285 for Montgomery County, in the amount of \$46,224.00 to be approved. Major Gregory seconded that motion. Ms. Alston and Mr. Thomas recused themselves from the vote. The motion carried without objection.

A funding request for Project 25-272 in the amount of \$18,294.64 for Washington County's 9-1-1 Center Access Camera Installation was made by Jamie Franks.

Mr. Meyer moved Project 25-272 for Washington County, in the amount of \$18,294.64 to be approved. Mr. Haas seconded that motion. All were in favor and the motion carried without objection.

A funding request for Project 25-276 in the amount of \$102,328.25 for Somerset County's VESTA Support Extension was made by Gary Powell.

Mr. Thomas moved Project 25-276 for Somerset County, in the amount of \$102,328.25 to be approved. Mr. Berg seconded that motion. All were in favor and the motion carried without objection.

A funding request for Project 25-277 in the amount of \$1,908,782.57 for Somerset County's VESTA Refresh was made by Gary Powell.

Mr. Berg moved Project 25-277 for Somerset County, in the amount of \$1,908,782.57 to be approved. Ms. Greentree seconded that motion. Major Gregory recused herself from the vote. The motion carried without objection.

A funding request for Project 25-280 in the amount of \$281,050.00 for Howard County's Priority Dispatch One Plan was made by Lt. Jennifer Reidy.

Mr. Thomas moved Project 25-280 for Howard County, in the amount of \$281,050.00 to be approved. Mr. Frazier seconded that motion. Mr. Meyer recused himself from the vote.

The motion carried without objection.

A funding request for Project 25-281 in the amount of \$76,260.00 for Carroll County's Multi-County APCO/NENA Conference was made by Ashley Burgan.

Mr. Thomas moved Project 25-281 for Carroll County, in the amount of \$76,260.00 to be approved. Ms. Alston seconded the motion. Seven members were in favor and six members abstained. The motion carried without objection.

A funding request for Project 25-284 in the amount of \$590,695.00 for Talbot County's Two (2) Generators & Backup Switches was made by Holley Guschke.

This project was withdrawn.

A funding request for Project 25-287 in the amount of \$30,503.00 for Baltimore County's Twenty (20) Laptops was made by Tammy Price.

Mr. Thomas moved Project 25-287 for Baltimore County, in the amount of \$30,503.00 to be approved. Ms. Alston seconded that motion. Ms. Price recused herself from the vote. The motion carried without objection.

VII. PROJECT EXTENSIONS-REQUIRING BOARD APPROVAL

None.

VIII. PROJECTS EXTENSIONS- APPROVED BY THE OFFICE OF THE EXECUTIVE DIRECTOR

Project #	County	Cost	Description	Date Approved	Remaining
24-223	Worcester		APCO- Communications Center Manager	02/29/2024	\$932.00
24-246	Worcester	\$1,864.00	Protocol Training- CTO	03/28/2024	\$444.00

TOTAL: \$1,376.00

IX. PROJECTS FOR DE-ENCUMBERING OF FUNDING

None.

X. PROJECTS APPROVED BY THE OFFICE OF THE EXECUTIVE DIRECTOR

Under authority granted by the Board, the Executive Director approved the following projects that have met all guidelines established by the Board:

Project #	County	Cost	Project Description
24-179	Garrett	\$2,696.00	Miltenberger Training
25-251	Caroline	\$2,118.00	Priority Dispatch-Protocol Guides
25-273	Caroline	\$1,668.70	Headsets
25-228	Worcester	\$820.00	APCO Certification & Recertification Courses
25-271	Worcester	\$960.00	Priority Dispatch Certification & Recertification Courses
25-256	Howard	\$1,120.00	EFD Protocol Certification
25-257	Howard	\$975.00	EMD Protocol Certification
25-258	Howard	\$1,120.00	EPD Protocol Certification
25-264	Carroll	\$2,150.00	EMD/EFD/EPD Recertification Courses
25-267	Baltimore County	\$12,888.00	Protocol Pilot Guides
25-268	Baltimore County	\$1,000.00	Denise Amber Lee- CTO Program
25-274	Kent	\$885.00	IAED Protocol Certification
25-279	Wicomico	\$3,025.00	Priority Dispatch- EMD/EFD Certification Classes

TOTAL: \$31,425.70

XI. OPEN DISCUSSION ITEMS

No Comments.

XII. UPCOMING REMINDERS

The next public Board Meeting will be on Thursday, April 24, 2025, on Google Meet. Project requests for funding are due by Thursday, April 10, 2025.

XIII. ADJOURNMENT

Mr. Thomas moved to adjourn the meeting, with the motion seconded by Ms. Alston. The motion carried unanimously, and the Open Session meeting adjourned at 3:00 p.m.