

1 2 3 Minutes of the Board of Agriculture 4 5 6 1. **CALL TO ORDER** 7 8 The meeting of the Board of Agriculture was called to order on September 22, 2015 at 9 9:05 A.M. by Board of Agriculture Chairperson Scott Enright, at the Plant Quarantine 10 Conference Room, 1849 Auiki Street, Honolulu, Hawaii 96819. 11 12 Members Present: 13 14 Scott Enright, Chairperson, Board of Agriculture (Board) 15 Jerry Ornellas, Kauai Member 16 Mary Alice Evans, Department of Business, Economic Development and Tourism 17 (DBEDT), Ex Officio Member Designated Representative 18 Dr. Maria Gallo, Dean of the College of Tropical Agriculture & Human Resources 19 University of Hawaii (CTAHR-UH), Ex Officio Member 20 Glenn Hong, Member-At-Large Simon Russell, Maui Member 21 22 Clark Hashimoto, Member-At-Large 23 Suzanne Case, Chairperson, Board of Land and Natural Resources 24 25 Members Absent: 26 27 Richard Ha, Hawaii Member 28 Michelle Galimba, Member-At-Large 29 30 Others Present: 31 32 Richard McCormack, DuPont Pioneer 33 Mark Takemoto, DuPont Pioneer 34 Brad Duff, Big Island Dairy 35 Randall Chang, Hawaii Department of Agriculture (HDOA)/Agricultural Loan 36 Division (AGL) 37 Linda Murai, HDOA/Agricultural Resource Management Division (ARM) 38 Roy Hasegawa, HDOA/ARM Neil Reimer, HDOA/Plant Industry Division Administrator 39 Amv Takahashi, HDOA/Plant Quarantine Branch (PQB) Acting Manager 40 41 Wil Leon Guerrero, HDOA/PQB 42 Jonathan Ho, HDOA/PQB 43 Micah Munekata, HDOA/Chairperson's Office (CHR) 44 Jeri Kahana, HDOA/Quality Assurance Division (QAD) Administrator 45 Randy Teruya, HDOA/ARM 46 Chris Kishimoto, HDOA/PQB 47 Grant Tomita, HDOA/QAD

Kevin Yokoyama, HDOA/AGL
Gareth Mendonsa, HDOA/AGL – Hilo
Sladjana Prisic, Ph.D at University of Hawaii (UH) at Manoa
Margaret Ahn, Deputy Attorney General
Haunani Burns, Deputy Attorney General
Andrew Goff, Deputy Attorney General
Delanie Prescott-Tate, Deputy Attorney General

II. APPROVAL OF MINUTES FROM 7/28/2015 AND 8/25/2015 MEETINGS

Chairperson Enright called for a motion to accept the minutes from the 7/28/2015 and 8/25/2015 minutes: Hashimoto/Evans.

Micah Munekata, HDOA/CHR: Requested the following amendments to the July 28, 2015 minutes: 1) Page 6 after line 11, the following sentence should be inserted: "The Board received a written statement from Laura Russell, General Manager of Dolphin Quest, in support of the request, and also received written testimony in opposition to the request from Inga Gibson, Humane Society of the United States, and from Tim Dow." 2) Page 11 after line 14, the following sentence should be inserted: "The Board received written testimony in support of the request from Board member Richard Ha and written testimony in opposition to the request from Alton Miyasaka, Acting Administrator of the Department of Land and Natural Resources, Division of Aquatic resources, and from Christy Martin, the Coordinating Group on Alien Pest Species."

Board Member Ornellas: Page 13 line 23 of the August 25, 2015 minutes should read as follows: "Watershed plants are primarily Ohia and Uluhe Fern." There was a typo on the Uluhe Fern spelling.

Hearing no further comments, Chairperson Enright called for a vote to adopt the July 28, 2015 and the August 25, 2015 minutes, as amended.

Vote: Approved, 8/0.

III. COMMENTS FROM THE GENERAL PUBLIC ON AGENDA ITEMS (ORAL OR WRITTEN)

Chairperson Enright moved on to Communications from Divisions section.

IV. INTRODUCTION AND COMMENTS

Chairperson Enright moved on to Communications from Divisions section.

V. COMMUNICATIONS FROM DIVISIONS AND ADMINISTRATION

A. AGRICULTURAL LOAN DIVISION

1. Request for Approval of One (1) Direct Farm Ownership and Improvement Loan to Howard's Nurseries, Inc.

Presentation made by Kevin Yokoyama, HDOA/AGL, as submitted. Staff recommends approval.

Chairperson Enright called for a motion to entertain this request: Case/Hashimoto

Chairperson Enright opened the floor to questioning by the Board.

Board Member Evans: I'm delighted to see that the interest of these loans are more in line with what the market is. I remember not too many years ago when they were 7% and market loans were quite a bit lower. So, that helps our farmers.

Hearing no further comments, Chairperson Enright called for a vote on the question.

Vote: Approved, 8/0.

2. Request for Approval of One (1) Direct Operating Loan to Jose A. and Evelyn C. Ramelb, husband and wife.

Presentation made by Gareth Mendonsa, HDOA/AGL – Hilo, as submitted. Staff recommends approval.

Chairperson Enright call for a motion to entertain this request: Ornellas/Russell

Chairperson Enright opened the floor to questioning by the Board.

Chairperson Enright: Will the planting be in Keaau?

Mr. Mendonsa: Planting will be in Opihi Kau, located adjacent to his 3 other existing fields, which will allow him to easily maintain and harvest the fields. His 2 properties that secure the request are in Orchidland, in Keaau.

Board Member Russell: Just out of curiosity, are there any little fire ants in that region?

Mr. Mendonsa: None that were noticed in Opihikao.

Chairperson Enright invited Dr. Reimer to join the discussion.

Dr. Neil Reimer: He is unsure unless he looks at a map, but it is widespread.

Board Member Russell: Chair, do we have any sort of policy to guide our requirements teams toward investments and people who are borrowing money from us? We would like to prevent fire ants from invading lands that we give loans to.

Chairperson Enright: No, we haven't incorporated that. We will give it some thought.

Hearing no further comments, Chairperson Enright called for a vote on the question.

Vote: Approved, 8/0.

B. AGRICULTURAL RESOURCE MANAGEMENT DIVISION

 Request for Consent to Sublease Between the Hamakua Agricultural Cooperative and Marcelino Tagudan; Lot No. 1, TMK 3rd Div/4-6-003:001 (por), Honokaia Makai Tract, Hamakua, Island of Hawaii

Presentation made by Linda Murai, HDOA/ARM, as submitted. Ms. Murai said that the Board should have revised submittals. Staff recommends approval.

Chairperson Enright called for a motion to entertain this request: Russell/Evans.

Chairperson Enright opened the floor to questioning by the Board.

Board Member Gallo: So it just says pasture purposes? Can we be more specific?

Ms. Murai: He will be feeding his cows there.

Board member Gallo: Do we know how many cows?

Ms. Murai: No.

Chairperson Enright: Some of the lease lands that the Hamakua Agricultural Coop has out there are not really suited for vegetable crops, and are better suited for pasture.

Chairperson Enright invited Randy Teruya, HDOA/ARM, to join the discussion.

Mr. Teruya: In this particular case, the 15 acres would require substantial grubbing, clearing, and ribbing. There is a lot of rock just under the surface. Soils are good for top soils but the slopes are 35%. The type of soil that they have there is Paahao (silty plain). Because of the slopes, initial land use has been for pasture.

Board Member Evans: I noticed that the reopening date is June 2018. That seems like a fairly short period for a reopening.

- 43 Mr. Teruya: That date is based on a master lease, S5551 that is issued to the Coop.
- 44 Any subsequent subleases under the master lease will fall into the same terms and
- 45 conditions of the master lease.

Board Member Evans: So, any consent to sublease from now to June 2018 will get the reopening date shorter and shorter. Is that reflected in the base rents, because that adds risk?

Mr. Teruya: The base rents are established from the master lease. When it comes to the subleases, the Coop has the prerogative of establishing what the rates will be. They also include the 10% administration fee to pay for manager who maintains the records.

Chairperson Enright: In this particular piece, I don't know if the Coop ever leased it out before.

Mr. Teruya: This will be the first time.

Chairperson Enright: So they are leasing at a reduced rate and throwing some cattle on it. Seems it's more for home use.

Board Member Ornellas: Is a conservation plan required on all of our leases?

Mr. Teruya: Yes. In sublease cases they must. Pasture cases need to show it in their conservation plans, including fencing and rotating lands as well as location of the water sources.

Board Member Ornellas: That would be a salt and water conservation district plan?

Mr. Teruya: Yes.

Hearing no further comments, Chairperson Enright called for a vote on the question.

Vote: Approved, 8/0.

 Request for Consent to Sublease Between the Hamakua Agricultural Cooperative and Devin and Romona Herlihy; Lot No. 26, TMK 3rd Div/4-6-003:003 (por), Honokaia Makai Tract, Hamakua, Island of Hawaii

Presentation made by Linda Murai, HDOA/ARM, as submitted. Staff recommends approval.

Chairperson Enright called for a motion to entertain this request: Russell/Hashimoto.

Chairperson Enright opened the floor to questioning by the Board.

Board Member Evans: Can you grow cherries at this elevation?

Ms. Murai: They believe they can.

Board Member Hashimoto: What is the elevation?

Mr. Teruya: 2400 feet.

Board Member Russell: I notice that the initial term is 3 years. Is that a probation period?

Ms. Murai: Yes, because they are new farmers. They have a great desire and should be given the opportunity to farm.

Chairperson Enright: Historically, you wouldn't be able to consider these applicants because they do not have enough background in agriculture, but with the Go Farm program that the HDOA works with, it gives them the ability to lease land.

Board Member Case: How long does it take cherries to get to production?

Board Member Hong: Are we talking about cherries or cherry tomatoes?

Mr. Teruya: Tomatoes.

Hearing no further comments, Chairperson Enright called for a vote on the question.

Vote: Approved, 8/0.

C. QUALITY ASSURANCE DIVISION

1. Request for Approval for a Waiver allowing Big Island Dairy to sell Milk at Less than the Minimum Price in the Honolulu Milk Shed.

Presentation made by Jeri Kahana, HDOA/QAD Administrator, as submitted. Staff recommends approval.

Chairperson Enright called for a motion to entertain this request: Evans/Gallo.

Chairperson Enright opened the floor to questioning by the Board.

Chairperson Enright invited Brad Duff, Big Island Dairy, to join the discussion.

Board Member Ornellas: I am very perplexed. We are operated by standards set forth in Section 157-32 HRS, which were in place prior to the Board approving waivers. If those are now applied afterwards, were we wrong in creating standards? Were we setting our standards too high?

Ms. Kahana: Mr. Duff could probably answer that question. It has to do with the contract they entered into with Meadow Gold.

Board Member Ornellas: I am talking about cost of production and whatever the margin for profit is. I understand there is a formula. If the formula was in place to ensure

farmers make a minimum profit, how can we lower that and still make sure they make a profit?

Mr. Duff: You have a very complex question there. Truthfully, it does not come down to my profit point, it comes down to the processor's profit point. There is only one game in town. They call the shots and if you want to produce milk you are going to have to follow their rules. That is the dilemma we are in. Do we need that price? Yeah. Will our processor pay that price? No. So there is a paradox.

Board Member Ornellas: I understand the politics. It is unfortunate that this is happening. I will support the request, but with reservations.

Board Member Hashimoto: Can you still make a profit?

Mr. Duff: We'll make a go at it.

Board Member Russell: Does modification to the Milk Control Act require legislation?

Chairperson Enright: Yes. It is our intention to go in and change that. The old conditions just do not exist in the current market. We will need to adjust it for the current market.

Board Member Russell: Will this be in the Administration package this upcoming session?

Chairperson Enright: We are working on it but have not gotten the Governor to sign off on it yet.

Hearing no further comments, Chairperson Enright called for a vote on the question.

Vote: Approved, 8/0.

D. PLANT INDUSTRY DIVISION

<u>Microorganism</u>

1. Request to: (1) Allow the Importation of *Mycobacterium tuberculosis* strains H37Rv and mc(2)6206, Bacterium on the List of Restricted Microorganisms (Part A), by Permit, for Laboratory Research, by the University of Hawaii; and (2) Establish Permit Conditions for the Importation of *Mycobacterium tuberculosis* strains H37Rv and mc(2)6206, Bacterium on the List of Restricted Microorganisms (Part A), by Permit, for Laboratory Research, by the University of Hawaii

Presentation made by Wil Leon Guerrero, HDOA/PQB, as submitted. Staff recommends approval.

Chairperson Enright called for a motion to entertain this request: Ornellas/Hong.

Chairperson Enright invited Applicant Sladjana Prisic, Ph.D from UH Manoa, to address the Board.

Chairperson Enright opened the floor to questioning by the Board.

Dr. Prisic: I have been in the microbiology department since last August. I was specifically recruited to work with Tuberculosis (TB). The ad I responded to said that they prefer someone who works with TB in Biosafety level 3 laboratory. There is a Biosafety level 3 laboratory in JABSOM (John A. Burns School of Medicine), and I have full access there since last spring. I have 2 Grad students I will be training. I just do not have my strain to start working with. I am hoping that this will be approved quickly so that I can get preliminary data, publish papers, and get funding for my research.

Board Member Gallo: The work will not be done at Snyder, but rather at JABSOM?

Dr. Prisic: The virulent strain will only be at JABSOM. The MC-2 strain is less virulent will be used at Snyder.

Hearing no further comments, Chairperson Enright called for a vote on the question.

Vote: Approved, 8/0.

Invertebrate and Aquatic Biota

 2. Request to: (1) Allow the Importation of Water Flea, Daphnia magna, an Animal on the List of Conditionally Approved Animals, by Permit, for Classroom Studies, by Iolani School; and (2) Establish Permit Conditions for the Importation of Water Flea, Daphnia magna, an Animal on the List of Conditionally Approved Animals, by Permit, for Classroom Studies, by Iolani School

Presentation made by Jonathan Ho, HDOA/PQB, as submitted. Staff recommends approval.

Chairperson Enright called for a motion to entertain this request: Gallo/Hashimoto.

Chairperson Enright opened the floor to questioning by the Board.

Board Member Ornellas: How do you listen to their heartbeat?

Mr. Ho: You can see their heartbeat because they are translucent.

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Hearing no further comments, Chairperson Enright called for a vote on the question.

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Vote: Approved, 8/0.

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VI. **OLD BUSINESS**

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1. Re-Submittal – Request for Extension of General Lease Nos. S-4741 and S-4913-A, Lot Nos. 42 and 6, Pioneer HI-Bred International, Inc., Kekaha, Waimea, Island of Kauai (deferred from June 30, 2015 and August 25, 2015 Board of **Agriculture Meetings**)

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Presentation made by Randy Teruya, HDOA/ARM, as submitted. Staff recommends approval.

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Chairperson Enright called for a motion to entertain this request: Evans/Ornellas.

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Chairperson Enright invited the applicant's representatives, Richard McCormack, DuPont Pioneer, and Mark Takemoto, DuPont Pioneer, to address the Board.

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Chairperson Enright opened the floor to questioning by the Board.

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Mr. McCormack: He is the Hawaii Operations Lead for DuPont Pioneer. He serves as liaison for the research and production activities and our support managers.

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Mr. Takemoto: He is the facility and real estate manager for Hawaii, supports Oahu and Kauai operations.

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Board Member Evans: Are the parcels in question subject to dust migration to neighboring communities?

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Mr. Teruya: One of them is subject to dust migration because it is a grow out field. The other is offices. There are no open areas there. That is the 6 acre lot.

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Board Member Russell: How far is Kekaha Beach Park from the grow out field?

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39 Mr. Teruya: About half a mile. 40

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42 43 Mr. Teruya: I don't know how far the beach park extends but the field is across the 44 street from the Sunkist Shrimp Hatchery.

Board Member Russell: Isn't it across the street? A hundred feet?

Board Member Case: I noticed the sentence that Pioneer has recently discontinued its seed operation. What difference does that make in regards to these 2 parcels?

Mr. McCormack: Seed production in Hawai'i would be considered parent seed operations. The Kekaha parent seed operation closed in March, and seed operations are now concentrated on Oahu. How that relates to these 2 leases, the 5 acre parcel, which we've occupied since 1981, are buildings which will continue to be utilized by our Waimea research center. The 30 acre parcel has soil that is very low in nutrition. We have a working relationship with various world organizations to conduct experiments and trials, to improve maize production for depleted African soils. The end goal is to produce crops with better nitrogen utilization primarily for Africa. This is a unique parcel with global significance.

Board Member Russell: You guys were involved in a lawsuit recently. Can you explain what happened?

Mr. McCormack: In 2011, 170 residents from the town of Waimea filed suit against Pioneer for fugitive dust and the physical damage from fugitive dust. 17 plaintiffs of 170 were selected for a bellwether trial held at the U.S. District Court here in Honolulu. On May 8th the jury came to a conclusion that Pioneer was not following generally accepted agricultural management practices from 2009 through 2011. From 2012 to the present, we are following, and now exceeding, generally accepted agricultural management practices. It is still an ongoing litigation. The bellwether trial will be used as a model for the litigation involving the remaining plaintiffs. And since it is an ongoing litigation, that is as far as I can comment.

Board Member Russell: Could you tell us how DuPont and the community relate? Is there resolution? Am I correct in saying that HDOA is the landlord? I have concerns that the community may look unfavorably upon the Department for leasing to a corporation that has been sued for not following generally accepted agricultural practices.

Mr. McCormack: When you are in litigation, because the lookback on the trial was from 2 years prior to the filing of the suit back to 2009, we were enjoined from having any relationship with the Waimea community during the time of the lawsuit. That stopped us from reaching out to the community. Since then, we have received permission from plaintiffs' attorney to go out and talk to plaintiffs and others in the community. In the last 8 weeks, groups of employees from the Waimea research center have visited over 200 homes in Waimea. Our intention was to introduce ourselves, put a face to our organization that had not had direct access to the community for a period of years. We invited them to visit the research center above Waimea town and visit our farms at the research center. There has been no negative feedback from any of the visits. We started our farm tours on Sept 10th. Reaction from the community has been positive. Reaction from our employees has been optimistic and energetic. We are glad to finally be able to talk to our neighbors.

Board Member Russell: Are you aware of the severe violator enforcement program that DuPont is currently under by OSHA (Occupational Safety and Health Administration) in Texas?

Mr. McCormack: I wouldn't be an expert on that.

Board Member Russell: There is a quote from the chemistry world research website. "In the latest inspection OSHA found 3 willful, 1 repeat, and 4 serious violations at the Laport Facility, placing DuPont on its severe violator enforcement program, which concentrates resources on inspecting employers seen as demonstrating indifference towards a safe and healthy workplace and mandates follow up inspections." Is the DuPont facility in Waimea safe and healthy?

Mr. McCormack: I can't speak to the Laport incident, other than it was a tragedy that 4 of our colleagues lost their lives. I can speak to the safety record of the Waimea research center and all our Hawaii operations. DuPont in Hawaii and globally makes safety its number one priority. In 1999, at our parent seed facility on Oahu, we started operations. In 2002, we had a lost work accident, meaning a worker was injured and had to miss work the next day. It has now been 14 years without any more lost work accidents at that location. In 2012, all locations in Hawaii received the DuPont order of excellence, not for just having no lost work accidents, but also no reportable accident. A reportable accident is something like getting stung by a bee or needing medical attention. With a headcount of about 360 employees in the State, to go through an entire year without any accidents, whether lost work or reportable, is a great achievement. We value the safety of our employees. It is one of our highest orders of business.

Board Member Russell: I find it hard to believe safety is the number one priority when your parent company is in the severe violator enforcement program. How many employees are from Kauai? Are you hiring locals at the research station?

Mr. McCormack: Probably 98% of our state workforce is local. People that work at any of our facilities have worked with us for decades. We have exceptionally low attrition rates. As an example, at our Waimea research center, I'd say that 95% of employees live within 5-6 mile radius.

Board Member Russell: How many employees do you have at the research center?

Mr. McCormack: Currently around 115 employees.

Board Member Russell: Are you familiar with clustered regulatory interspace short helindromatic repeats or crisper type of research for genetic engineering?

Mr. McCormack: I would not be able to speak to that.

Board Member Russell: What kind of research will you be doing at this facility?

Mr. McCormack: We've been on the island of Kauai since 1968. That's when we began our breeding operations there. The Waimea research center is a traditional field breeding nursery, hand pollinating selections from plant breeders to create new inbreds for future hybrids. No technology work is done at the research center.

Board Member Hashimoto: You've been in that location for 35 years. During that time have any new houses come up since you began farming?

Mr. McCormack: Are you talking about these particular 2 leases?

Board Member Hashimoto: Yes

Mr. McCormack: There are no houses around these 2 leases. The closest dwelling is ¼ mile away. We farm that field once a year because of the fallow agreement with the Department. We are downwind of any houses. We haven't seen any new dwellings in the Kekaha area.

Board Member Hashimoto: Who filed suit?

Mr. McCormack: The Waimea research center sits on a bluff and overlooks the Waimea River and Waimea town. When we are talking about the lawsuit, we are talking about a location 4-5 miles away.

Chairperson Enright: The fields that have the fugitive dust that brought on the lawsuit are Gay and Robinson land. They have soil that is light and hard to control.

Board Member Hashimoto: These leases are not the same?

Chairperson Enright: No. They are not part of the lawsuit

Board Member Ornellas: I encourage the Board to tour the facility. Their safety record is better than DOA. Small farms would be hard pressed to meet their safety standards. They are well accepted in Kauai. We do not have generally accepted agricultural practices to provide guidance to seed industry and all farmers.

Chairperson Enright: We are working on it. I have used DuPont's safety program to do some training. Their safety program has been the industry standard.

Board Member Hong: Regarding research for African maize, does that constitute all research for Waimea facility?

Mr. McCormack: In the 30 acre field, that would be the only trial that we have. Our research efforts on Kauai are particular to other landlords. Our research is considered traditional.

Board Member Hong: How long with African maize project?

Mr. McCormack: It is currently under review. We are looking to receive additional funding. We are waiting to hear back.

10 Board Member Hong: How long will the research take?

Mr. McCormack: Any breeding by hand pollination, seed given to the center by a breeder, can take 7-9 years to create a commercialized product. This is a selection trial. Next step would be to select those hybrids that would have the ability to be planted in these unimproved soils, and to move them to host areas in Africa.

Board Member Case: There is a reference in here to general lease S-5470 as you are asking for an extension for these leases to be coterminous with another lease. I didn't see another reference to that lease.

Mr. Teruya: That is a 3rd lease that is currently running and will expire in 2030. This request is to extend the 2 stated leases to be coterminous with S-5470.

Board Member Case: Is Paul Alston your lawyer for the litigation?

Mr. McCormack: No.

Board Member Russell: I have a concern for the relationship of the tenant with community. It looks to be right across the street from the beach park. I would hope that we could hear from the community to ensure that it does not look bad on the Department.

Chairperson Enright: Prior to DuPont Pioneer's outreach, I met with Richard and Clayton Kubo. Clayton is one of the more outspoken members of the community, and the community is on board. Pioneer is making inroads and consistent with the variations of the good neighbor program we are working on around the State. The tide is changing so to speak and it is moving well. The fields in question that created the fugitive dust, DuPont Pioneer has a program to address that.

- Mr. McCormack: I would like to address Mr. Russell's comments. We have been on that Kauai site since 1982, with our parent research group farming this 30 acre field. In that time, we have received no complaints from any of those near neighbors. It is a different geography. We are optimistic about continuing to improve relationships in
- Waimea town, but these two leases are miles away from any area where concerns have

been expressed and we have never received any concerns from the Kekahacommunity.

Board Member Russell: Any spray drift going to the beach park?

Mr. McCormack: Any crop pesticide use must follow the pesticide label and the label is the law. We follow the label and the law. I would like to say that any concerns for spray drift, should not be a concern.

Board Member Russell: I do hold Pioneer in high regard. I just have concerns with the lawsuit and severe violator enforcement program, and that Pioneer does not think that being fined or sued is the cost of doing business.

Mr. McCormack: I appreciate the questions. Please visit our facilities. We would like to have the opportunity to share and show our safety program.

Hearing no further comments, Chairperson Enright called for a vote on the question.

Vote: Approved, 7/1. (Russell opposed)

Chairperson Enright apologized for the Ohia update not being placed on agenda. The update will be placed on next month's agenda. Chairperson Enright asked the Board for any future agenda items they would like to see on next month's Board meeting.

Board Member Ornellas mentioned a State Agricultural Plan and an update on the progress.

Board Member Russell mentioned a request from Maui to meet with the Department of Labor regarding education for producers and good practices regarding laborers or field workers.

VII. ADJOURNMENT OF REGULAR MEETING

Having no further business before the Board, Chairperson Enright called for a motion to adjourn meeting: Hong/Gallo.

Meeting adjourned at 10:14 A.M.

Respectfully submitted,

Board Secretary