

**IDAHO BOARD OF LIBRARY COMMISSIONERS
MEETING MINUTES
JUNE 9, 2022, 10 A.M. MDT
IDAHO COMMISSION FOR LIBRARIES
325 W. STATE ST., BOISE, ID 83702**

The Idaho Board of Library Commissioners meeting was called to order at 10 a.m. MDT on Thursday, June 9, 2022. Participating in the Boise office were Chair Michael Strickland, Commissioner Janet Franklin, Commissioner Dawn Wittman, Commissioner Dave Mecham, State Librarian Stephanie Bailey-White, Deputy State Librarian Dylan Baker, Partnerships and Programs Supervisor Amelia Valasek, Administrative Services Manager Jamie Smith, E-Services Program Supervisor William Lamb, E-Resources Consultant Marina Rose, Youth Services Consultant Staci Shaw *joined later, and Public Information Officer Donna Eggers *joined later. Also present at the meeting were Matt Farina and Alex Williamson from the Legislative Services Office, and Erik Olsen from the Division of Financial Management. Recording the meeting was Office Specialist II Josie Bradford.

I. Call to Order

A. Introductions Strickland called the meeting to order and handed it over to Franklin to lead. Introductions were made.

B. Agenda Review Approval – action item (board document 22-58)

Bailey-White proposed amending the agenda to change the FY23 enhancement considerations to be a discussion followed by a motion to vote on the consideration. The board agreed to vote and change it to an action item.

Mecham/Wittman moved that the amended agenda for the meeting be approved.

Roll call vote: Strickland: aye; Mecham: aye; Franklin: aye; Wittman: aye

Motion carried unanimously.

C. Announcements

II. Public Comment - none

III. Minutes Review / Approval

A. April 8, 2022 Minutes – action item (board document 22-57)

Mecham/Wittman moved that the minutes of the April 8, 2022, Board of Library Commissioners meeting be approved as distributed in Board Document 22-57.

Motion carried unanimously.

IV. Legislation - Policies – Rules

A. Legislation

B. Policies

C. Rules

V. Federal Fund

A. Finances – Digital Equity Act funding – information item (board document 22-59)

Bailey-White explained that board document 22-59 outlined the Digital Equity Act funding allocation. The ICfL requested up to \$1.25 million to address digital equity initiatives. However, the formula that was used to calculate the allocation was based on state population, so Idaho was allotted \$564,700, which was less than anticipated, but it should be enough to cover the first year of planning. The funds should be awarded by September 29, and the ICfL will have up to a year to spend the funds.

Bailey-White stated that Baker is leading the ICfL team on the project. Next week, he will be traveling to New Orleans for the National Governor’s Association Summit. He will be traveling with Eric Forsch, the broadband development manager at the Idaho Department of Commerce. They plan to network with other state organizations and learn about other funding opportunities, as well as make sure there are cohesive documents in place for application processes.

Baker stated that even though the grants are not in place yet, his team has already been working to engage stakeholders with the funding process. The application for the digital equity funding is due by July 12, and the ICfL will have to detail how the \$564,000 in funding will be spent. Bailey-White explained that the plan must be detailed and address the populations listed in the board document. Census records show that 76% of Idaho’s population fall into the covered populations. The ICfL has been having one-on-one meetings with state and local leaders that represent the covered populations, and ICfL staff have been learning about needs and barriers. This has been very insightful. It has also been a great way for these groups to learn about the ICfL’s role and why agency staff are interested in digital inclusion efforts. Tomorrow there will be a meeting to nail down the plan and the budget.

The ICfL will also host a pre-conference at the Lewiston Public Library that will focus on the Digital Access for All Idahoans planning process. Bailey-White invited board members to attend the conference. Wittman and Strickland expressed interest in participating.

B. Program

Draft LSTA Strategic Plan, FY2023-2027 – action item (board document 22-60)

Bailey-White explained that every five years the ICfL must submit an updated strategic plan to the Institute for Museum and Library Services (IMLS). Baker is the lead on preparing the plan. Typically, the ICfL provides the goals and objectives and submits them to the board for approval. Bailey-White explained that some of the details and activities that go along with the plan are still being developed.

Baker explained that as part of the IMLS strategic planning process, every state gets an outside evaluation every five years. The ICfL’s evaluation was completed in February, and it helped guide the new IMLS plan. Baker stated that the board may have noticed

that there was a small change in the ICfL's mission statement. "Assisting libraries to *better* serve their communities" was changed to "assisting libraries to *best* serve their communities" to make the statement a little more emphatic. The vision statement "libraries are the catalyst that keep students learning, adults earning, and improve the health and well-being of all Idahoans" was also added to codify previous language that was used in the plan. (Later decided to remove the word "all" from the vision statement.) The goals in the plan are very similar to previous plans, and the Commission will continue to work toward the same end results; this is just an evolution to the plan to line up our language with what IMLS uses.

Mecham asked if there were any revelations that Baker came across while working on the plan. Baker didn't note anything major. A lot of what the Commission has been doing is already in the plan, but he explained that the plan does acknowledge all that the ICfL does, such as the library intern program that Valasek has been overseeing. While developing the plan, Baker noticed that the Commission is doing a lot of things and may have to consider changing or sunsetting some programs to create capacity for new projects. In doing this, it's essential to keep the library community in the loop and prepare them in advance for the changes that may affect them directly.

Mecham/Wittman moved that the mission, vision, goals, and projects included in the draft LSTA Strategic Plan for FY2023-2027 as described in Board Document 22-60 be approved.

Motion carried unanimously.

C. Grants – LSTA Applications Received – information item (board document 22-61)

Bailey-White reported that document 22-61 outlines the LSTA applications received since the last board meeting. There were four Continuing Education (CE) grants for formal library science courses. The second section outlines the Summer Intern grants. These grants were increased from \$1,000 to \$2,000 to cover cost of living increases and provide more hours for the interns. Valasek stated that the libraries appreciated the increase. However, now they are trying to figure out how to spend the money without paying the interns more than their regular library staff.

The last section shows the "That All May Read" grants that were awarded to libraries to help them improve large-print collections and provide accessibility tools such as magnifying glasses. The idea behind these grants is that libraries get \$1,000 for these resources in exchange for promoting the Talking Book Services (TBS) beyond what they may typically do. Bailey-White reviewed all the applications that came in, and she was really pleased with the ideas for promoting TBS services. To fully fund all the applicants for this grant, the ICfL was able to use some funds from TBS patron donations. The final reports for this grant are due in August, and it will be exciting to see how the funds were used.

VI. General, Miscellaneous Revenue, & Library Services Improvement Funds**A. Finances – LSIF and Misc. Rev. funds received – action item (board document 22-62)**

Bailey-White stated that a few years ago, the ICfL received notification that a TBS patron had passed away and left a large donation to the Commission. Last month, \$33,848 from her estate was transferred into LSIF funds where it will accrue interest. Additional funds from Miscellaneous Revenue will also be transferred to make the amount an even \$40,000. TBS staff have not decided what to do with these funds yet, but they will bring that information to the board when a plan is developed.

The STEM Action Center provided \$20,000 to enhance summer STEM library programs. Some of those funds will also be used to include a STEM component in the school library Summer Summit.

Wittman asked if this motion would allow the ICfL to expend the funds when there is a plan for them or just to put them into the account. Bailey-White explained that this motion would allow the Commission to spend the funds, but she would prefer to bring any plans for spending to the board first.

Bailey-White stated that it would be okay to amend the motion and exclude the funding for TBS if the board felt more comfortable with that. However, board members were okay with passing the motion as written.

Wittman/Strickland moved that the expenditure of up to \$60,000 from the Library Services Improvement Fund be approved for implementation of projects outlined in Board Document 22-62.

Motion carried unanimously.

B. Program - Draft Strategic Plan, FY2023-2026 – action item (board document 22-63)

Bailey-White stated that each year the ICfL updates the State Strategic Plan as required by state statutes and submits an annual performance plan based on the strategic plan. State plans include a goal for all agencies to model responsible and effective government practices. Baker has been working on updating the plan. He stated that last year Hawley-House did a lot of work on the plan, so his main job has been to make sure it aligns with the IMLS Strategic Plan. The plan must be submitted to DFM by July 1.

Wittman asked what the identified state priorities were and where they came from in reference to the first sentence of board document 22-63 which states: the State Strategic Plan continues to address Idaho library needs described in terms of the Commission's mission and identified state priorities. She was curious if these are legislative priorities, or if they come from the ICfL.

Bailey-White explained that Governor Little has a Leading Idaho plan that is considered when creating the plan, but mostly this statement is intended to make sure that the

Commission's goals align with what is happening in the Governor's Office.

Mecham asks what kind of feedback DFM provides on the plan. DFM Financial Analyst Erik Olsen explained that they use the State Strategic Plan to help their organization learn what each agency is doing and what the identified priorities are, and that information is used to inform what is reported on the performance report. State Strategic Plans are different for each state agency depending on size, but they are used to identify goals that are being reported, how well agencies are doing at meeting goals, and if solid results are being achieved that affect policy and funding. Bailey-White explained that the board will see the ICfL's performance report at the August meeting, and it is due in September.

Mecham/Strickland moved that the mission, vision, goals, and strategies included in the draft Strategic Plan for FY2023-2026 as described in Board Document 22-63 be approved.

Motion carried unanimously.

C. Grants

VII. Operations Report – information item

A. Management Team members' reports – information item (board document 22-64)

Bailey-White reported that ICfL staff did a tour of libraries that received American Rescue Plan Act (ARPA) grants. The tour was held the week after the last board meeting and Held was able to join the tour as a board representative. The libraries visited included Hagerman Elementary, Hagerman Public Library, the Richfield School and Public Library, Idaho School for the Deaf and Blind, Gooding Public Library, and the Glens Ferry Public Library, where the staff were invited for the debut of their Beyond Books Bus. Bailey-White was excited to see the great media coverage of the event and all the creative ways libraries were using the ARPA funding. Everyone enjoyed the tour and learned a lot from it.

Bailey-White will be traveling to Washington D.C. on June 21. She has several congressional visits on June 22 and will be attending the Chief Officers of State Library Agencies (COSLA) meeting on June 23. The meeting will include people from IMLS, and they will be doing a tour of the National Library Service where TBS materials originate.

Franklin asked what MOSS was and if the MOSS Center was related to the MOSS meetup. Bailey-White explained that MOSS stands for the McCall Outdoor Science School. Pre-COVID, the ICfL had put down a deposit on the center to hold an academic library meetup. The center was never utilized, and the ICfL was going to lose the deposit if the center was not utilized, so management team decided to do a retreat there to discuss new organization restructure, reclassifying vacant positions, values statements, the strategic plans, etc.

Baker reported that the MOSS meetup was better attended virtually, so ICfL staff decided to keep it in a virtual format this year. The meetup was held on May 25, and it was led by Continuing Education Consultant Annie Gaines and Emerging Trends Consultant Deana Brown. The event was well attended and there was a lot of participation. The academic libraries have been working more with each other, and it was great to see how the ICfL has been able to facilitate that.

This past week, Baker and the new Public Library Consultant Clay Ritter visited eastern Idaho libraries. On Monday, they visited the American Falls District Library, Blackfoot Public Library, and the North Bingham Public Library. It was great to get out and meet directors and tour facilities. There were a lot of requests for trustee trainings. On Tuesday, Baker and Ritter attended the Bonneville County Library District's board meeting. Bonneville County will be splitting from the Idaho Falls Public Library. For several decades, Bonneville County District has been an administrative district that pays a contract fee to the Idaho Falls Public Library to provide services to their residents. However, the contract fee increased quite a bit this past year, and they decided it was time to split off and form their own library district. The ICfL has been consulting with them throughout these changes, and during the site visit, Ritter presented a trustee training to their new board. The board was very engaged and involved. The current contract with the Idaho Falls Public Library is up September 30, so the board's goal is to have functioning library services by October 1.

After the trustee training, Baker and Ritter visited the Idaho Falls Public Library and met with Director Robert Wright. Wright gave them a comprehensive tour of their facility. Baker was amazed by the space. There is a lot of storage space, and they are doing a lot of amazing things for the library in terms of accessibility such new ramps, shelving, and a new drive-through service. Baker was really happy with the tour of eastern Idaho, and he is feeling good about the Commission's ability to get out and consult with libraries and let them know about services available through the ICfL.

Mecham stated that there is potential for something really great to happen for Bonneville, but it will be a hard transition. Mecham asked if Bonneville talked about changing the tax structure. Baker stated they did not. They are the only library district in the state that charges a household service fee. So, instead of getting revenue from property taxes, they just charge a flat fee of about \$60 to residential households. If they changed it to a property tax, it would increase their revenue substantially, but that is not an avenue the board wants to pursue at this time. However, they did vote to increase the household fee by the maximum of 5%.

Smith reported that she has been busy working to close out FY22, building the internal budget for FY23, and preparing FY24 budget submission for LUMA. Smith also stated that there are new analysts for both the LSO and DFM, and she is excited to have them both here for the meeting today. She also reported both phase 1 and phase 2 of LUMA have been delayed again. There are good reasons for the delay, and it's probably not a

good idea to roll out a system that is not ready. The transition to LUMA has been postponed until January or July by the LUMA governance board. Hopefully, we will know more soon. Mecham stated that waiting is wise. There's nothing worse than try to fix all the problems caused by a faulty system.

Smith reported that the LSO audit for FY19-21 came in with no findings or recommendations, which confirms that we have good internal controls in our financial management systems.

Finally, the state HR modernization plan will be affected by the LUMA delays. The biggest impact for the ICfL is that HR Specialist Pete Nelson will be taking on HR responsibilities for other agencies, but he will remain onsite.

Lamb reported that Doug Baker was promoted into the library technology consultant role. He will be taking on a lot of the E-rate responsibilities, and Lamb is working on getting him trained for that program. During this last E-rate year, the ICfL was able to get 16 libraries updated to fiber connections. The Prairie Library was the last library in state without internet. However, the ICfL was able to get them temporary internet with a donation from a Mountain Home business, but we are still working on a long-term solution. Lamb introduced new E-Resources Consultant Marina Rose, who is off to a great start and already has plans for promoting LiLI and all the databases we have.

Valasek reported that she has been in back-to-back meetings all week. Yesterday, Valasek gave a 20-minute presentation to the Workforce Development Council on what the ICfL is doing to improve workforce development and how libraries make great partners for the workforce system. She also highlighted some of the formal and informal partnerships that libraries have with the Department of Labor, Vocational Rehabilitation, and Adult Education. Valasek also talked about the telehealth initiatives and the Digital Inclusion Plan. The meeting was a great networking opportunity, and Valasek has some new contacts to add to our digital inclusion and outreach efforts.

Valasek is rolling along with the telehealth initiative. The ICfL has partnered with the Department of Health and Welfare, and they have \$500,000 to help libraries invest in telehealth infrastructure. They have agreed to work on all the major logistics including purchasing, delivery, and setup. There is also going to be very little paperwork and reporting for these funds, and this will really be helpful to libraries that have limited capacity right now. This funding can also support infrastructure for other library activities such as meetings, interviews, and trainings.

Valasek also encouraged anyone who doesn't have lunch plans on June 23 to consider tuning in to the last Let's Talk About It virtual encore session with nationally recognized, best-selling author Reyna Grande, who will be discussing her memoir, "The Distance Between Us."

Bailey-White added that Valasek workforce development presentation included a handout that shows the impacts of libraries working with Department of Labor sites, which would be good to share at the next meeting.

Mecham asked how the digital equity act project will affect what she is doing? Is part of the goal to create new partnerships? Valasek explained that it is leveraging the partnerships we have and creating new partnerships. There are organizations that we have never thought of that have digital access needs such as the Electrician's Union, the Forestry Group, HR for Winco, and more. The Digital Equity plan will also give the ICfL a lot of opportunities to do some coalition building as well.

Gelskey Bailey-White stated that Gelskey was not present, but she has provided her written report, and she asked if board members had any questions. Mecham said he had been speaking with an AmeriCorps volunteer who works with a family who stated that TBS has saved their lives. There is an elderly lady who lives with them who can't see and is often cranky, but she loves the TBS books that have given her entertainment and stimulation and given the family some respite. Bailey-White stated that Gelskey has been doing a great job with the studio, getting updated recording software, and dealing with personnel changes on her team. This summer she will also have a visually-impaired high school intern on the team.

Mecham asked what the process is for getting someone started with the TBS and if there are any requirements. Bailey-White replied that anyone who cannot read standard print can get TBS. They need certification that they are visually impaired. In the past, this had to be completed by a doctor, but to reduce barriers the TBS now allows librarians, an activity director at a residential care facility, school counselors, teachers, etc., to certify the disability. The reduced barriers will hopefully encourage more students to apply for the service.

B. Personnel – information item (board document 22-65)

Bailey-White stated that there is a new organization chart that was developed to balance reports to supervisors, to reflect the changes in personnel, and to provide better internal controls. There have been a lot of changes, but staff have been responsive to the changes in the organization. Since the last meeting, Rachel Welker was promoted to a TBS program specialist. Marina Rose was hired as the new e-resources consultant, and the management team is working on reclassifying vacant positions and figuring out to tie it all together in the strategic plan to best meet the needs of the library community. Bailey-White is excited about the changes. Some of the vacancies are not set in stone, but they are penciled in on the new chart.

Mecham asked if there are plans for filling the vacancies. Bailey-White stated that they are looking to fill the management assistant position. This position will be an administrative role that will handle board documents and travel. They will also work with Donna to help with some PR needs and social media projects. There will not be a

supervisory component to this position like there had been in the past. The ICfL is working on integrating the support staff onto teams to hopefully help them have a better sense of goals and projects they are working on.

Bailey-White proposed a 5–10-minute break at 10:56 a.m. The meeting resumed at 11:04 a.m.

VIII. Old Business

IX. New Business

A. Kindergarten Ready grant program report – information item

Youth Services Consultant Staci Shaw joined the meeting to talk about the Kindergarten Readiness grants. Shaw has been with the commission for 14 years and came to the agency with an education background, and she is well positioned to use her teaching experience to help libraries best serve their communities.

The Kindergarten Readiness grant started in 2019 with an allotment of \$60,000 in state funds from the legislature. There are three goals the program hopes to achieve. The first goal is to ensure that more Idaho 4-year-olds and their families have public library cards to gain access to the tools and resources needed to help children succeed in school, especially for families with limited access to preschool programming or who are not regular library users. The second goal is to increase the amount of early literacy activities done in the homes of four-year-olds across the state. The third goal is to increase the number of successful public library, school, and community partnerships that increase third grade reading proficiency by focusing on pre-kindergarten experiences, especially for underserved children. This grant is only for Idaho public libraries. However, sometimes school libraries will partner with the local public library to apply for the Kindergarten Readiness grant.

The ICfL is hoping to expand the program and allow libraries the opportunity to apply for funds to incorporate new projects. This is a competitive grant, and applications are scored and ranked using a rubric system. The number of applications dropped the past few years due to pandemic-related issues. However, Shaw anticipates that they will pick up again this year. When working with the libraries, Shaw explained that they ask them to really look at their community and determine what needs the community has. The ICfL has developed a toolkit that includes a community needs assessment. This encourages libraries look at the hard data and determine how they can best leverage resources available.

The project strategies the ICfL is looking for in the grant include outreach to underserved families and/or non-library users, a parent/caregiver education component, and strategic partnerships. Some of the strategic partners libraries have worked with include Act Early Idaho, Local Preschool the Idaho Way Collaboratives, Idaho the Association of Education of Young Children (AEYC), school districts,

kindergarten teachers, service agencies such as the Women, Infant, and Children's program (WIC), and Idaho Public Television.

Shaw explained that the Kindergarten Readiness grants have been used to purchase literacy kits, programs and materials, devices and mobile hotspots, and language translation, along with funding for personnel, such as early literacy librarians, waiving fines and fees for non-resident cards, and stay-and-play spaces. This program is essential because libraries play a vital role in preparing Idaho children for school, and they are often the only free, accessible preschool resource available in the state.

Olsen stated that he found it interesting that the program is driving digital natives backward into archaic modalities such as play and books instead of driving forward into new digital connecting points. Shaw stated that most research in early childhood education shows that the simpler the toy, the more engagement the children have with it. Olsen stated that he was just at the STEM Action Center yesterday, and they have a lot of data about how driving technology and STEM programming into youthful learners is an indicator of future success, and it's just interesting to see the data points and how they differ between organizations. Shaw agreed that it was interesting but stated that to have the fine motor skills needed to operate a computer, they need to have basic skills such as building with blocks. Meham stated that from working in education, he has learned that teaching the soft skills really helps build academic skills later. Student really need to learn how to connect with people such as their caregivers and family, and the library is teaching them those skills. This helps them learn to interact with teachers and new spaces and collaborate with peers when they enter a kindergarten setting.

Shaw stated that she appreciated the opportunity to share all the great things that libraries are doing with the Kindergarten Readiness grants, and she encouraged everyone to get out into their community libraries to see what's going on.

B. FY2023 enhancement considerations – discussion

Public Information Officer Donna Eggers joined the meeting. Bailey-White stated that typically this is the meeting when the ICfL introduces the enhancement considerations to the board and determines what the board's priorities are. On June 2, the ICfL received a budget memo that stated that agencies are capped at a 3% increase for enhancement requests. This would be up to \$134,000 for the ICfL.

The ICfL had hoped to ask for an enhancement for the IDEA (Idaho Digital E-Book Alliance) K-12 collection, but after the problems last legislative session, and after a discussion with DFM, it was decided that it may not be the best year to make the request. There was a 50% turnover in legislators this year in the house and senate, particularly in the Joint Finance-Appropriations Committee (JFAC), and Bailey-White doesn't think there may be enough yes votes to approve the funding for the IDEA collection.

This is disappointing to Bailey-White since she believes the IDEA program is critical for K-12 students since school libraries still do not have adequate funding. Public libraries are now on board with the program, and 55 school districts are connected to the collection and reporting that they are really seeing an increase in the amount of time students are reading.

There is support for the service, including Republic primary winner Debbie Critchfield for Idaho Superintendent of Public Instruction. However, at this point, we will have to hold off on an enhancement request. The yearly \$30,000 maintenance fee was paid for with year-end funds, so it will run in maintenance mode for the next year. Hopefully, the ICfL can reevaluate in a year and request the enhancement, or move funds around, or hopefully there will be an increase in federal funds that can be put toward the program.

Bailey-White opened the discussion to questions or comments. Mecham stated that the whole thing is disturbing. There can be mistakes made with new programs that can often be easily fixed, but when mistakes become politicized, then innovation stops, and people stop trying new things. It is unfortunate, but he agreed that there is wisdom in not bringing the funding back for a few years.

Instead of requesting an enhancement for the IDEA collection, Bailey-White proposed asking for an increase in the Kindergarten Readiness grants from \$60,000 to \$100,000. The additional \$40,000 will hopefully be supported by Governor Little who is firmly committed to literacy development.

Mecham stated that building partnerships between public libraries and school libraries is critical. School libraries often lack the resources for the students, and public libraries can help fill in the gaps. The Kindergarten Readiness grants are a great way to make partnerships and prepare students for kindergarten.

Franklin asked if the board would like a motion to bring this forward as an enhancement. Bailey-White stated that she would like a motion and feel more comfortable moving forward with direction from the board by the new deadline which was the end of July, before the board meets again.

Mecham/Franklin moved to approve an enhancement request of \$40,000 for the FY24 budget to enhance the Kindergarten Readiness grant program.

Motion carried unanimously.

C. Board appointment – action item (board document 22-66)

Mecham/Wittman moved that the Idaho Board of Library Commissioners endorse the nomination of Michael Strickland for reappointment as the Board's 2nd Congressional District Representative for a term beginning July 1, 2022, and ending June 30, 2027.

Motion carried unanimously.

D. Election of officers – action item (board document 22-67)

Open nominations for Chair.

Strickland/Mecham nominated John Held as Chair of the Board of Commissioners for FY2023.

Mecham moved nominations close.
Motion carried unanimously.

Open nominations for Vice-Chair.

Wittman/Strickland nominate Dave Mecham as Vice-Chair of the Board of Commissioners for FY2023.

Wittman moved nominations close.
Motion Carried Unanimously.

X. Strategic Issues

XI. Meeting Evaluation / Adjournment

Strickland asked what he needed to do for reappointment. Bailey-White stated that there is quite a bit of paperwork that will need to be submitted to the Governor's office, and she will get that information to him.

Bailey-White stated that the collection development policy should be ready by the next meeting, and it will be added as an agenda item.

Bailey-White also suggested they review the grant eligibility requirements to include non-library entities since they will likely apply for the digital access funding. Mecham asked which entities would be included. Bailey-White explained that it could be any community organization, University of Idaho extension services, senior centers, really any of the covered populations. For the planning part, it will be limited to communities that are doing asset inventories or needs assessments or local planning that feeds into the statewide plan. The ICfL is hoping to facilitate some of the local planning and needs assessment and feed it into the larger plan.

Franklin moved to adjourn the meeting. Meeting adjourned at 11:49 a.m.

Next meeting: August 11, 2022, video conference, at 10 a.m. MDT