MIAMI-DADE COUNTY
DOMESTIC VIOLENCE OVERSIGHT BOARD MEETING
January 29, 2025, 10:00 am - Noon
Summary Minutes
Miami-Dade County Stephen P. Clark Center
10th floor Conference Room 1011

1. Call to Order: Roll Call & Statement of Quorum Cecile Houry, Chair
   Board members present: Cecile Houry, Isabela Corzo, Judge Migna Sanchez-Llorens, Miguel De Grandy, Judge Elisabeth Espinosa, Vanessa Joseph, Marie Etienne, Ms. Betancourt, Maria Santamaria, Marlen Oria. Board members absent: Daniella Pierre, Rosa Kasse, Major Luis Almaguer. Guests: Ms. Sonia Gonzalez. Staff: Maria Abreu, Budget Director, Homeless Trust; CAHSD facilities Team: Adrian Tapia, Construction and Renovation Supervisor, Adrian Frazier, Division Director, Energy and Facilities Management, CASHD Fiscal Division Director, Glorimar Abreu. Assistant County Attorney, Ms. Leigh Kobrinski, DVOB Executive Director, Liz Regalado. Office of the Chair, Lorena Guerra-Macias, Office of Community Advocacy Director, Laura Morilla.

2. Reasonable Opportunity for Public Comment - CAHSD Team introductions. Ms. Gonzalez introduced herself as a student and journalist and asked what the purpose of the meeting is. Ms. Houry informed Ms. Gonzalez of the board's role and responsibilities.

   The board congratulated board member Maria Santamaria with Miami-Dade Sherriff's Office on the release of a video that features her speaking on Human Trafficking and her service and work with human trafficking survivors. The Chair and board also recognized two other board members whose dedication to community will be recognized during Women's History Month at the "In the Company of Women" event in March. They are Ms. Vanessa Joseph and Dr. Marie Ettienne. The board thanked them for their contributions and congratulated them on their achievements.

3. Chair's Report Cecile Houry
   Ms. Houry welcomed everyone and stated she was pleased by the number of guests in attendance to learn about the work of the DVOB. Ms. Houry provided updates on the business below. The business below was taken out of order after CASHD's Capital Improvement Budget Requests.

   a. Update CAHSD Human Resources Allegations - Office of Fair Employment Practices. Human Resources Fair Employment has completed its investigation. Ms. Kobrinski spoke with Ms. New. There were no violations. The Department will be presenting at a DVOB board meeting on their response to the report.

   b. Update Miami-Dade County Domestic Violence Leave Policy - Public hearing took place in November 2024. Pending second hearing at a BCC meeting.

   c. Creation of Ad-Hoc Committee - Review & Update 2010 **Safe Harbor Plan. Ms. Houry informed the board of the need to create an ad hoc committee for the purpose of reviewing the 2010 Safe Harbor Plan (the Plan).

The committee is tasked with reviewing and updating the Plan and making any necessary recommendations and amendments to the Plan. Thereafter, the Plan must be annually reviewed, updated and submitted by the DVOB to the BCC. **Motion:** Miguel De Grandy for the Chair, with approval of the board, to formally create an ad hoc committee to update the 2010 Safe Harbor Plan and designate committee membership. Second: Judge Migna Sanchez-Llorens. Roll call vote: Maria Santamaria, YES; Ms. Betancourt, YES; Judge Migna Sanchez Llorens, YES; Marie Etienne, YES; Vanessa Joseph, YES; Judge Elisabeth Espinosa, YES; Cecile Houry, YES, and Isabela Corzo, YES. Cecile Houry, YES, and Mr. De Grandy, YES. Motion passes unanimously.

Ms. Houry appointed Mr. De Grandy, Committee Chair, and invited board members interested in participating to email Ms. Regalado informing her of such. Ms. Regalado will redistribute the plan to the full board.

4. *Approval of DVOB Meeting Minutes, November 20,2025 ** action postponed to allow Ms. Regalado to make corrections.

5. CAHSD Report CAHSD
No programmatic report provided.

6. F& B Tax DVOB Fund Report Homeless Trust
   a. Pro Forma and Budget with Expenditures and Revenues** (taken out of order)

- Ms. Abreu presented the revenues and expenses and the adopted budget for FY 24-25, reflecting the salary and fringe for the ED, and related administrative costs (phone, communications, etc.)

- The first quarter revenues and expenses (actuals)

- This includes $804,715 for "community-based organizations"

- Empowerment Center cost of operation was $554,678 and Safespace Central, $250,000.

- Question: Ms. Betancourt: Is that amount what is paid out to "CBO's? The item named "community-based organizations" (CBO). Response: Ms. Abreu: The total paid out to CBO's is $804,715.

- Ms. Abreu stated that she has an individual budget for these two shelters and will send them to Ms. Regalado to send to the board for their information.

- Mr. De Grandy: Question: on an annualized basis, what is the projected tax collection? Ms. Abreu: $6.223 Million.

- Ms. Regalado clarified some matters stated regarding fiscal information:

a. The term "***CBO***" in this budget document referrers to the time when the non-profit was operating the shelter funded by the F&B Tax for DV.
b. The item and respective figures (costs) now reflects the operations costs and actuals for CAHSD and the operations of Safespace Central and Empowerment Center.
c. As a system, in addition to the programing and services, the board would like to see how all funding (amount and respective sources) i.e. state, federal, general revenue and F&B Tax (for DV) supports the entire Violence Prevention and Intervention Division's (VIPD) services and programming.
d. DVOB has asked for and needs a cost allocation budget, preferably for all programming and services within the division, but at a minimum, for all four shelters to see the complete operations costs. She was informed that the department was meeting on December 16 to address this request.

- Ms. Houry stated that the closest the board got to receiving this was when Ms. Ben Salz presented me at a DVOB meeting and that was in approximately 2022 and since the board has not received any updated information.

- Ms. Regalado pointed out to the board that a cost allocation budget differs from what is being presented by Ms. Abreu for review by the board. What is before the board is the approved FY 24-25 budget, the projected and actual F&B Tax (15% DV portion) collections (revenues) and expenditures, separate from the capital request that is being presented at this meeting by the department's facilities division.

- The division informed Ms. Regalado they are currently engaged in their annual DCF audit (funder) and thus were unable to present the programmatic report at this meeting as customary.

- Ms. Abreu stated the budget is due to OMB February 7, 2025. They are currently working on the projections for FY 25-26. Those numbers (detail specific line items) will be presented at the next DVOB board meeting.

- The new fiscal director at CASHD introduced herself and noted/acknowledged the requests asked of the board. Cost allocation budget per shelter and capital budget .

- Ms. Regalado also stated that the transitional housing information is also important and that it was one of the facilities that was not visited. She further stated that it is important for the board to receive the entire division's fiscal information to have complete information on all the services provided and not limited to shelter/crisis operations.

- Ms. Regaldo clarified this is not an attempt of the DVOB to micromanage the department. The board is simply doing what it is mandated to do and can only do it with informed, actual, and complete information on the Divisions' fiscal and programmatic functions and administration.

- Ms. Abreu provided an overview of CASHD's capital budget requests for Safespace Central and Safespace Empowerment Center (below). Mr. Adrian Frasier, CAHSD Director, Facilities Division presented the details for the respective requests on behalf of the Homeless Trust.

Questions and discussion ensued:

- Mr. De Grandy: how does the department procure these services? Mr. Fraiser: Through Small Business Development Department who has pool contract set aside with over 200 contractors. Mr. De Grandy expressed that the cost of $200,000 for the playground seems high. Mr. Frasier acknowledged the concern and understood Mr. De Grandy's concern but assured the board that is the average cost of like sized and designed playgrounds.

- Ms. Corzo: What is the timeline for procuring these enhancements. Answer: No timeline established yet.

- Ms. Joseph: Best to have a timeline to avoid the cost rising. Has the department procured these services yet through a bid process? Answer: Not yet.

- Mr. De Grandy: Suggested the department consider asking in the solicitation document for the provider confirm if they have the items/product in stock. Particularly for the generator. Mr. De Grandy stated the department consider allowing for the price to be higher if in stock and facilitate a shorter timeline for acquiring it.

- Isabel Corzo: Can CAHSD provide a prioritized list of all the improvements.

- Ms. Regalado: What criteria does the department use to determine what projects are done in house (through your facility division)? Answer: The annual maintenance items: Electrical, plumbing, pest control, parking lot lights, items that cost $5,000 or less.

- She asked Mr. Frasier to clarify what he means by the department that manages these two properties on behalf of the Homeless Trust and that you are presenting these capital requests on behalf of the Homeless Trust. Mr. Frasier explained that the Homeless Trust "owns" these two properties and CAHSD facilities division manages them.

- Ms. Regalado clarified that the properties are owned by Miami-Dade County and are currently under the Homeless Trust's portfolio because the properties were operated

(Empowerment Center scheduled to as well, prior to its completion) and managed by a nonprofit.

Now that CASHD is operating both shelters, they should be under CAHSD's portfolio and administration.

- Empowerment Center: Contractor is no longer in business and the facility is approximately 2 years old. The water intrusion is not covered by warranty.

- Mr. De Grandy: Why is a building manager needed for this one facility. CASHD does not have building managers as ISD does. The building and its systems exceed the expertise the department has at its disposal.

- Currently CASHD must open a ticket with ISD when the Empowerment Center maintenance is needed. Mr. De Grandy asked for CASHD to do an analysis on the number of tickets they have had to open for the Empowerment Center to compare if the salary of $131,000 for a full time (40-hour week) building manager is justified.

- Another possibility is for the building manager to be shared by all facilities within the division or the department. The board is not challenging the position salary, but encouraging the department to explore more efficient use of the building manager across the department's facilities and the cost is shared. Mr. De Grandy asked if the department could report on this at the March meeting.

- Ms. Regalado reminded the board and Mr. Frasier that she had informed CASHD when she learned about the water intrusion issue that there was a bond the contractor was required to post should the company go out of business. Mr. Frasier said he would follow up on this.

- Ms. Oria asked if the department conducts an analysis like what property management companies use to project the maintenance and replacement timeline and related costs of its facilities, to include replacement of furniture, fixtures and equipment, (FF&E) based on their age and project of 5, 10, 20 years. Mr. Frasier: The department does something similar, and the providers at CAHSD's facilities also initiate preventive maintenance ticket requests.

- Judge Espinosa asked what are the advanced and complex equipment at the Empowerment Center that the other facilities do not have? Response: The chiller, the A/C Unit and the generator and their technical systems. They require someone with a skill set that the Department does not have in its approved budget.

- Mr. De Grandy explained it would help if the department submitted an FF&E budget for the next meeting to help the board make a more informed decision.

- Mr. De Grandy to the Chair: Madam Chair, at the appropriate time, I would like to make a motion to approve the capital requests except for the Building Manager.

- Chair to Mr. De Grandy: Thanked him for his motion which will be taken upon the arrival of our counsel, Ms. Kobrinski.

- Ms. Betancourt: "Per DCF Chapter certified domestic violence shelters can get improvement grants. Have we tried to get any money?" Mr. Frasier deferred that question to program leadership.

- Ms. Betancourt: "the last time we visited, I noticed there were open permits on the facilities. They had a process, but they didn't have a permit." She asked for those open permits to be flagged on "Mr. Frasier deferred this request to program leadership. Ms. Regalado said she had been informed it was related to the forty-year certificate. This is another piece of pending information the board would like to obtain from the department. Mr. Frasier informed the board he would investigate this.

- Ms. Betancourt: "the shelter beds, the last time we received, I think there were several beds that were broken. Mr. Frasier deferred that question to program leadership. He stated his division does not have access to the rooms unannounced or without the appropriate programmatic staff creating the service request.

- Ms. Joseph: Does the programmatic staff do any of the repairs? Mr. Frasier: Each shelter has respective facility maintenance staff and depending on the repair needed.

- Dr Etienne: Asked again about the building manager position. Ms. Houry stated that the question that needs to be answered pertaining to the building manager for the Empowerment Center is whether the Empowerment Center requires a dedicated 40 hour per week building manager.

- Ms. Corzo: Would like to know if any of the Division's funding (shelter and transitional housing, particularly) have been impacted by the Federal freeze. Mr. Frasier will defer to the administration for this response.

- Ms. Betancourt suggested the department submit the Capital Improvement Plan to the State to offset some of the costs.

- Ms. Regalado informed the board that at during the construction meetings she would attend with ISD and CASHD, when the Certificate of Occupancy was issued, and the building transferred to CAHSD for management, Mr. Montero informed leadership they would need a building manager position. She added that in addition to the items identified by Mr. Frasier requiring a different skill set, the key system for the units are also managed through an electronic card entry system like that of hotels, thus requiring special skill management.

- Mr. Frasier noted that the department had asked the ISD CVAC Building Manager if the duties could be split between the two facilities. ISD responded they did not have the capacity to do so.

- Board members thanked Mr. Frasier for his presentation and for answering their questions.

- The discussion moved on to the Capital Budget request and the motion made by Mr. De Grandy to approve the capital budget request excluding the building manager's position. Ms. Kobrinski asked for the motion to be clarified. The board is being asked to approve the capital budget.

- Ms. Kobrinski clarified: This Board is an Advisory Board that recommends actions and budget and has oversight of the funds. She further noted that the Miami-Dade County Commissioners are the ones who make the final decisions. DVOB can certainly submit a recommendation on the use of these funds, or this recommendation could be included under the plan.

- Homeless Trust Budget Director, Ms. Abreu stated the department would be submitting a mid-year amendment to their budget during this budget process to get the current fiscal year request. They will submit a separate FY 25-26 capital request as discussed.

- Mr. De Grandy explained to Ms. Kobrinski that he had made a motion to approve the capital request, excluding the building manager.

- Ms. Kobrinski asked if the capital budget requests were for Safespace Central or Empowerment Center. The answer is both.

- Ms. Kobrinski: There is a factual element that relates to Safespace Central the Administration is considering, that needs to be presented to this board.

- Ms. Kobrinski is not sure if the department is at a point in the process of being able to do this. She knows that they are still negotiating.

- Ms. Kobrinski stated that it is incumbent on her to bring this to the attention of the board, before deciding on close to million dollars expenditure on this facility.

- It is also important that the Board be fully advised on the necessary maintenance items before it makes any recommendation to the BCC.

- Mr. De Grandy asked if this matter was deferred to the March DVOB Board Meeting, could the department submit the mid-year amendment then? Ms. Abreu stated OMB is asking for the budgets to be submitted by tomorrow.

- Judge Migna Sanchez-Llorens expressed that she would want to wait for the actual breakdown and full budget information the board has not received and has asked for. She is not comfortable acting without reviewing the complete fiscal breakdown/cost allocation budget.

- Ms. Houry stated she is not comfortable receiving the capital request the day of and a deadline of one day to offer a recommendation without the information that has been asked of the department.

- Ms. Abreu stated that if this is not decided today, the department will have to continue to postpone the repairs.

- Ms. Houry stated that the board has been informed there is information that this board should consider before making recommendations about the facility repairs/capital request. She asked Ms. Kobrinski if she could provide any information about the proposal.

- Ms. Kobrinski stated there is a proposal relating to the administration and Safespace Central that is still working its way through the county process. They are still negotiating and have been advised they will need to bring it to this board. Any expenditure of the funds must be within "the plan".

- Ms. Kobrinski : any action about any expenditure of the DV portion of the food beverage tax funds must fall under "the plan." This is the plan that this board is charged with annually reviewing and submitting any amendments or recommendations to the Board of County Commissioners (BCC). The BCC can overturn the recommendations by two-thirds vote. To summarize, fund expenditure must be in accordance with the plan.

- Ms. Kobrinski added she has advised the department that anything related to the proposal is outside of the current plan, because the plan is from 2010 and needs to be updated.

- Ms. Kobrinski noted the board also has the responsibility to submit to the BCC a six-month report on revenues and expenditures on the use of the F&B Tax for DV. But this board does not necessarily approve CAHSD's budget.

- Ms. Joseph: Is the board being asked to provide advocacy on the improvements and the proposal.

- Ms. Kobrinski: The DVOB has general oversight over the expenditure of the funds which fall under the plan. If the expenditure falls within the plan, the board complies with the statute. If the expenditure falls outside the scope of the plan, then this board needs to act.

- If the Department is asking about general expenditures that relate to maintenance and operating of the facilities, the department can prepare an item to go before the BCC to spend the DV portion of the Food & Beverage Tax funding. The department could advise whether it has presented the expenditure to DVOB and if it has, state if the

DVOB supports the expenditure. The DVOB can submit a letter to BCC advising them on their position regarding the expenditure.

General Discussion ensued regarding the expenditure and if consideration should be made before the board hears the presentation on the proposal.

Mr. De Grandy: This proposal came to his attention when he was chair. It is a very interesting proposal. He expressed to the Chair the issue is timing. Further, he agrees with Ms. Kobrinski and the Chair who raised a very valid point in holding off making recommendations on the expenditure of Safespace Central. He would like to better understand the proposal, where the department and developer are in the negotiations, and the timeline for this proposal.

- **Amending motion**: Mr. De Grandy is ready to approve the Empowerment Center capital budget request excluding the building manager. He amends his motion to **recommend approval of the Safespace Empowerment Center capital improvements excluding the building manager and motions for this board to recommend that the BCC approve the Empowerment Center capital improvements (excluding the building manager position) and for this board to defer action on any of the recommendations for Safespace Central until this board has better clarity on the proposal.** Second: Vanessa Joseph. **Roll Call**: Maria Santamaria: YES; Ms. Betancourt: NO; Judge Migna Sanchez Llorens, NO, without the additional information that has been requested of CAHSD; Marie Etienne: YES; Marlen Oria, YES; Vanessa Joseph, YES; Judge Elisabeth Espinosa, NO; Cecile Houry, YES; Isabel Corzo, YES. Miguel De Grandy, YES. Motion passes 7 to 3.
- Vanessa Joseph mentioned, through the Chair, how this illustrates the importance of getting the information timely when requested. It is important that CASHD understands the importance of doing a better job at responding to these inquiries and requests, because the next time it may not work out in anyone's favor.

7. Public Engagement Committee Report — Vanessa Joseph, Chair

Ms. Joseph provided an update on the work of the Committee:

a. A copy of the revised 2025 DVOB, PEC Meetings & Outreach Events Calendar to the board.

b. *Film Screening & National Victims of Crime Week Events Update: Moved to October. Ms. Houry: Motion to approve PEC recommendation to hold Film Screening events in October during NDVAM. Second: Vanessa Joseph. All in favor, none opposed. Motion unanimously carries.

c. National Victims of Crime Week April 6-12, 2025 Round Table with First Responders and Roxy Bolton Rape Treatment Center, Wednesday, April 9, 2025. Liberty City/Brownsville/Model City community. Ms. Joseph noted that Liberty City has one of the highest rates of sexual assault and this is why we are intentionally holding it there.

d. **Trust Fund Financial Report Ms. Regalado provided an update on the pledges that have been made and the ones she is following up to secure. Ms. Regalado suggested that the board continue to fundraise.

e. Outreach and Sponsorship Support **Sponsorship Package- Updated and shared with everyone. Board members were asked to help promote the events and reminded that the board is still fundraising. Ms. Joseph also noted for the record that the judges are not able to fundraise. Judge Migna Sanchez suggested the board tap into the commissioners' discretionary funds.

f. Miami Dade Chiefs of Police Association Meeting February 5, 2025. The Board was invited to present at this meeting. Board members planning to attend were asked to inform Ms. Regalado. Ms. Houry thanked Ms. Joseph for her work on designing the standard PowerPoint presentation for the board to use at future events. Judge Migna Sanchez asked how many roundtables we are planning?

g. Ms. Joseph explained the committee is looking at what partnerships we can establish to do with other agencies and not have all the planning and execution fall on the board, since the capacity of DVOB to plan and implement these events is limited.

8. Executive Director Report — Liz Regalado

a. Updated Onboarding Board Member Manual Ms. Regalado informed the board the new director of the Commission for Women has created an onboarding manual for her board. She will begin to work on the manual for the DVOB.

b. Pending Meetings: Commissioners Bastien, Regalado, Bermudez, Cohen Higgins and McGhee.

c. Governance
- Board Vacancies Commissioner Gonzalez and State Attorney. Commissioner Gonzalez has been informed that his appointment needs to be someone representing the Public Health Trust.
- Ms. Regalado reminded members of the mandatory ethics and sexual harassment prevention training.
- Source of Income Statement yearly
- Gift Disclosures Advisory Board Members
- Revised FY24-25 Board Priorities ** Ms. Houry asked if everyone agreed with the priorities and the addition of the 2010 Safe Harbor Plan review and revision of dates. The board unanimously agreed to the amended DVOB FY 24-25 Priorities.
- Vanessa Joseph asked for the mission statement to be sent to the board again.

9. ***Board Officers Elections**
   - **Motion** by Miguel De Grandy to nominate Ms. Cecile Houry for the office of the Chair. **Second:** Marie Etienne. Motion unanimously passes electing Ms. Houry as chair of the board.

   - **Motion** by Marie Etienne to nominate Ms. Vanessa Joseph to the office of the Vice Chair. Ms. Joseph thanked Dr. Etienne for the nomination but declined. **Ms. Joseph nominated Isabela Corzo as Vice Chair**. **Second: Cecile Houry**. **Marie Etienne nominated Ms. Betancourt as second Vice Chair** "as back up to Ms. Corzo" .

   - Ms. Houry noted that Chair and Vice Chairs cannot serve as Chair of committees. Discussion ensued about possible committees. Ms. Houry suggested we may want a construction committee to look at the construction of shelters. She asked if the board wanted to vote on two vice chairs or have elections on one vice chair. Discussion ensued about the having other committees.

   - Mr. De Grandy stated that we have two nominations for vice chair, and no one opposed.

   - Ms. Houry noted that since there has not typically been two vice chairs, she asked for a motion to have two vice chairs.

   - **Mr. De Grandy moved to have two vice chairs, Isabela Corzo, First Vice Chair, and Ms. Betancourt, Second Vice Chair**. Ms. Houry asked if there was any discussion or anyone opposed.

   - Ms. Joseph stated her opposition because either of the two vice chair nominees are highly qualified to lead the work of two separate committees and asked that the board consider one of them resigns or we look at amending the bylaws.

   - Ms. Kobrinski suggested the board may want to look at establishing a bylaws committee, given the last time they were updated was in 2019. Discussion regarding amending the bylaws. Ms. Joseph withdrew her objection and voted in favor of two vice chairs and asked for the board to consider looking into the bylaws change because while she appreciates the leadership, she also does not want the work to suffer.

   - **Miguel De Grandy motion to direct the executive director to notice that at the next meeting we' will be taking amendments to the bylaws, including, but not limited taking away the prohibition of chair or vice chair from chairing a committee.**

- Ms. Houry: If we are going to amend the bylaws, we should look at everything we want to change in the bylaws. She asked if next meeting was enough time to amend the bylaws.

- Judge Migna Sanchez Llorens stated that this requires a little more time. She will go with whatever the majority wants butt she would feel more comfortable if we gave this a more thoughtful process.

- Mr. De Grandy noted that his motion is simply to notice that the meeting will be making changes to the bylaws. The board does not need to amend the bylaws at the meeting but perhaps decide to remove the prohibition of the chair and vice chairs chairing a committee or decide to take a more thorough look at the bylaws at another meeting. **Vanessa Joseph seconded the motion**. All in favor. None opposed. Motion unanimously carries. Ms. Houry asked Liz to send the bylaws to the board.

- Ms. Kobrinski asked for time to do the necessary legal updates on the ordinance and review all the governing documents. Ms. Houry asked Ms. Regalado to send the documents to the board once Ms. Kobrinski makes the legal updates and reviews the governing documents. She asked the board members to review them upon receipt and be prepared to discuss it at the next meeting.

- Ms. Houry asked if the board took a final vote on the first and second vice chairs. **Marie Etienne motioned** the nomination for Isabela Corzo as first Vice Chair and Ms. Betancourt as second Vice Chair. **Motion unanimously approved**.

Marie Etienne asked Ms. Kobrinski if there is a conflict with a 501 C3 she founded to nominate a DVOB board member for her service in helping Human Trafficking survivors. Ms. Kobrinski said there is no conflict as it relates to the DVOB, but she should ask the lawyer for the nonprofit.

Mr. De Grandy reminded the board that two board members may not discuss any board business that may come before the board at those events or meetings if they are not publicly noticed.

10. Next Meeting: March 19, 2025. Miami-Dade County Stephen P. Clark Center 10th floor, Conference Room 1011 10:00 am – Noon. Followed by the Public Engagement Committee Meeting at 12:30 pm at the same location. All board members are welcome to participate.

11. Adjournment: The meeting adjourned at 12:15pm.

Legend: * Action items ** Meeting package documents

Minutes created and submitted by Liz Regalado, Executive Director.

Elizabeth Regalado

March 31, 2025
Date

DocuSigned by:
Cecile Houry
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Minutes approved by Cecile Houry, Chair.

3/31/2025 | 1:59 PM EDT
Date