



General Board Meeting Minutes

Thursday, May 20, 2010, 7:00pm

Hamilton Senior High School Cafeteria

2955 S. Robertson Blvd., Los Angeles, CA 90034

I. Call to Order and Roll Call

SORO NC Board President Doug Fitzsimmons called the meeting to order at 7:15 p.m., welcomed new Board members and thanked outgoing Board members.

Board Members Present: Rachel Lester (incoming), Harold Bock (continuing), Robyn Braun (continuing), Bette Billet (continuing), Michael Lynn (incoming), Jon Liberman (outgoing), Joe Gjonola (continuing), Paula Waxman (continuing), Ryan Gaines (incoming), Brian Bergman (outgoing, joined late), Benjamin Bellet (incoming), Nahed Guirguis (continuing), Terrence Gomes (continuing), Anne Gross (outgoing), Brian Kite (incoming), Barry Levine (continuing), Gerald Chavarria (continuing), Marj Safinia (continuing), Roy Nwaiser (outgoing), Martin Epstein (incoming), Ann Hammond (outgoing), Victor Mitry (incoming), Doug Fitzsimmons (continuing), Caitlin Lowe (outgoing), Gary Garcia (outgoing)

Board Members Absent: Kimber Smith (continuing), Adam Wheeler (continuing), Susan Burden (continuing)

Guests: Eric Weiser, Elizabeth Carlin, Mario Gonzalez, Brooke Powers, Sam Alavi, Sandra Willard, Rebecca Bernal, Renee Schalatche, Sandra Willard, Cynthia Morales

II. General Public Comment

Rebecca Bernal from the office of Senator Curren Price distributed a list of bills the Senator is sponsoring. She invited people to call his office on any issue of interest to them. She invited people to call her, even if it is not a state issue. She congratulated all new Board members and thanked outgoing members. She said there are many NC Boards in the Senator's district, and this one is very functional.

Doug explained that normally community representative reports are agendaized, but not so tonight due to the Board membership transition.

Sam Alavi, Bureau of Sanitation, distributed a Fact Sheet on waste management. He said the City is preparing an ordinance to regulate septic tanks throughout the City. Of the 11,000 existing tanks, about 100 are high risk, i.e., near water wells, etc. so they need additional treatment to avoid water pollution. Within SORO boundaries, only two are high-risk: at 1132 Cardiff Avenue and 1125 La Cienega. He said the Bureau is seeking public comment and asked the community to visit the website and provide comments. The Memorandum of Understanding has to be passed by the end of this year and will be effective January 2012.

III. Old Business

Draft Board Meeting Minutes of April 15, 2010 (Hammond / GB052010-1). Marj moved to approve the draft minutes, Bette seconded. **Vote: Y-13, N-0, A-4. Minutes approved.**

Doug Fitzsimmons
President

Brian Kite
Vice-President

Terrence Gomes
Treasurer

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Neighborhoods Council**

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Treasurer Report and vote to approve monthly expenses (Gomes / GB052010-2). Doug said there will be a change in the Treasurer's report and how the NC deals with it starting this month. Terry said that, because of a staffing shortage at DONE, DONE wants each NC to consider monthly a report from the Treasurer on the previous month's credit card expenditures and vote on it; DONE will then look at the vote. Terry said DONE also plans spot checks on NC Treasurer reports. Terry distributed a package of materials to the Board and called attention to the monthly credit card expenditure report contained therein, indicating \$646.91 charged the previous month. Marj moved to approve the report; Bette seconded. **Vote: Y-14, N-0, A-1. Report approved.**

IV. Swearing In of Newly-elected Board Members and Recognition of Out-going Members

Doug said it has been truly remarkable to see the commitment and hard work of all the members of the Board, and a personal honor to serve as President. He gave special thanks to those leaving the Board, and said Councilmembers Wesson and Koretz also wanted to convey their thanks. Liz Carlin said thank you, on behalf of the two Councilmembers, especially to those who are leaving. She said SORO NC Board members have always squeezed their Board responsibilities into their busy lives, given 110%, been diligent, and demonstrated their ability to work together. Eric said thank you for the past five months that he has been working in Councilmember Koretz's office, and he looks forward to working with the new Board. Liz and Eric gave individual certificates to outgoing Board members present.

Doug distributed the pledge for all continuing and incoming Board members. All stood, raised hands, and said together:

I pledge to represent my Neighborhood Council and Stakeholders with dignity, integrity, and pride. I will encourage other points of view, even when they differ from my own. I will respect, value, and consider everyone's opinion. I will adhere to all local, state and federal laws as well as hold other board members accountable to do the same. I will find the good in my neighborhood, praise it and promote it. I will work to honor diversity, build community, forge bonds with neighboring communities, and promote participation in city governance and the decision-making processes, to improve the quality of life for all Stakeholders. To the neighborhood council system, to my neighbors, and to neighborhoods throughout the City of Los Angeles, I pledge to do this to the best of my ability.

Doug said that several several quick decisions are needed, including selection of new NC officers, NC Committee chairs, and NC representatives to some organizations with which we are involved. Doug then called for a brief recess for refreshments and departure of outgoing Board members.

V. Recess

(Anne, Caitlin, Gary and Roy left.)

VI. Transition Discussion

Officers/Vote to Create Pro-Tem Positions. Doug said he is no longer President. He said Ann volunteered to take notes for this meeting only. Doug said the newly-seated Board can elect new officers tonight or wait a month to give time to get to know each other. He said the City would like the NC to elect officers tonight. Several Board members said they agreed with waiting a month. Marj proposed Doug serve as President Pro-Tem, and Terry as Treasurer Pro-Tem; Bette seconded **Vote: 16-Y, 0-N, 0-A, 2-R. Proposal approved.**



Committee Chairs. Doug said Committee Chairs must come out of a nominating process within committees; each committee chooses the person it would like as its Chair, then presents the candidate to the Board for consideration. Doug said he therefore proposes each committee has a consistent agenda for the month, considering: if the current structure for that committee is good; what are the committee's goals; what are the pending issues; and who the committee members would like as their leader. He said that, if everyone agrees with that approach, he can prepare agendas for the committees and post them. Marj said the Outreach Committee normally meets on the last Monday of the month, which would be on Memorial Day this month, so suggested this be the agenda for the June Outreach meeting, which ideally would be held before the next Board meeting.

Representatives. Doug said SORO NC has standing representatives to several organizations, including DWP, C-PAB (Community Police Advisory Board), and the Westside Regional Alliance of Councils. He said it would be good to fill these positions as soon as possible.

Communications. Doug said the Board Manual, distributed earlier in the meeting to new Board members in hard copy, is also available on CDs, and he distributed one CD to each Board member. He said the Brown Act is extremely important, and all Board members should familiarize themselves with it. He said it is like a "sunshine law" i.e., NC Board members cannot use communications like email or special un-agendized meetings of more than seven Board members to discuss issues that may go before the Board for a vote. Email can only be used for administrative, not substantive, issues. All NC Board and Committee meetings must be agendized, with agendas posted 72 hours in advance. Doug said that, if any Board member has any questions about this, either he or the City Attorney can help answer them. Doug added that every Board member will have a soronc.org email account.

Ethics and Sexual Harassment Training. Doug said it is very important for all Board members to complete both the ethics and sexual harassment trainings, available online. He asked anyone who has not yet completed them to please do so. He said the City is considering not allowing Board members to vote if they have not completed the ethics training. He added that SORO NC was the first NC in the City to hit 100% completion of ethics training.

Board Retreat/Training. Doug said there have been discussions about the possibility of having a Board retreat/training, perhaps on a Sunday, to bring new Board members up to speed, and for experienced Board members to share their wisdom. A motion will be considered later.

VII. Community Partner Introductions

Doug invited community partners present to introduce themselves. Eric Weiser of Councilmember Koretz's office (CD-5) said his role is to be a go-between for the City and community members. He said Board members should feel free to call or email him, and he invited members to stop by the local CD-5 office weekdays between 9 a.m. and 5 p.m. He said email is a good way to reach him: his phone number is 310-289-0353; email is eric.weiser@lacity.org. Liz Carlin said that, as Field Deputy to Councilmember Wesson (CD-10), her job is similar to Eric's. She said CD-10 includes part of Crestview, La Cienega Heights, and Reynier Village, as well as other areas. Her phone number is 323-733-8233; email is elizabeth.carlin@lacity.org. Brooke Powers said she is Facility Director of the Robertson Recreation Center and of Reynier Park, which is a satellite of Robertson Rec Center. Her phone number is 310-278-5383; email is brooke.powers@lacity.org. LAPD Senior Lead Office (SLO) Mario Gonzalez said he is responsible for the SoRo area west of Robertson, while SLO Maria Gray is responsible for the area north of Cadillac and east of Robertson.



They are the go-betweens with LAPD, West LA Division. He said they work closely with Liz and Eric, and they work to resolve quality-of-life issues. He said he also works with Brooke on the Robertson Activities League (RAL) program. He said for updates on crime, call 310-444-0740; his email address is 25483@lapd.lacity.org. Doug added that these community partners come to SORO NC Board meetings on their own time to keep us informed.

Doug said that, normally, there are individual Committee reports; but in light of the length of this agenda, he had cut out oral Committee reports, instead asking Committee Chairs to summarize in writing their current work. Doug passed out Committee reports he had received from the Public Safety, Land Use, Outreach, Green Team and Education committees.

Marj asked if the Land Use motions could be moved up on the agenda and replacement motions could be considered. Doug explained that motions have to be posted at least 72 hours in advance of a meeting and, because the Land Use Committee had met within the 72 hours, less-detailed motions had been posted instead.

VIII. New Business

Motion re 8616 Pico Blvd applicant request for liquor license. (Safinia / B052010-10). Marj asked Brian to speak to the motion and distributed a replacement motion. Brian said applicants want to sell wine and hard liquor at 8616 Pico, the corner of Pico and Sherbourne. The property is currently vacant. Brian said that, at the Land Use Committee meeting, committee members saw an artist's rendition; the facility might have a tasting room. He said applicant wants the NC to support applicant's request for a liquor license. Brian explained that the NC has no explicit authority in this area, but often the City, in making a decision, will listen to what the NC has to say. Brian said the Committee also spent time considering applicant's proposed operating hours; applicant proposes to be closed on Shabat and close early on all Jewish holidays. Brian said hours listed on the replacement motion reflect the views of the 10 people at the Land Use meeting. Renee Schalatche then spoke on behalf of the applicant and showed sketches of the proposed facility. She explained the owner of the property could not be present as it was a Jewish holiday. She said the proposal is for a Kosher wine and spirits store. The building has been vacant for three years. It is not proposed that this be a liquor store, but rather a place people can walk to, learn about wine, and taste good wine. The owner has about 400 wines he wants to bring in from all over the world. She said the owner wants to be in step with the community, has met with Councilmember Koretz, and has his support. The first public hearing by the City will be June 2nd. Sandra asked if the store would sell non-Kosher goods; Renee said only Kosher. Brian said three people had sent written objections; their view was there were already too many liquor stores in the area. Robyn asked about parking; Renee said six stalls were on site, according to code. She added that, if the store is greatly successful and needs more parking, the owner would look at the possibility of surface lots in the area. She said the owner would also work with other businesses, perhaps arranging to use their parking places in the back after their working hours. She said the owner wants to be a community asset and available to the community. Jon said Land Use has been looking for business people who care about the community, who are responsive to the community, and with whom SORO NC can build business relationships. Jon said people at Land Use seemed to think that those criteria were met in this case. Terry said that, at the Land Use meeting, it had been suggested a dumpster corral be added and the dumpster be locked; Renee said it has now been added to the plan. Gerald asked if valet parking on Pico might be an option rather than alley parking. Bette moved to approve the replacement motion; Harold seconded. **Vote: 15-Y, 2-N, 1-A. Motion approved.**



Motion re Caliber Collision compliance with permit/municipal code provisions (Safinia / B052010-11). Marj asked Brian to speak to the motion and distributed the replacement motion. Brian said Caliber came to the Land Use meeting, looking to make changes in its conditional use permit (CUP). Brian said Terry had brought to the community's attention that Caliber is out of compliance; the replacement motion lists some of violations observed. Brian said it is proposed that the NC authorize the future Land Use Chair to prepare a list of complaints to go to CD-10. Doug explained that a CUP is legally binding list of conditions the City has put on a business. Doug asked for public comment on the motion. Cynthia Morales said she lives down the block from the business. She said parents in the neighborhood are concerned for their children; Caliber employees drive fast when testing cars – 50 or 60 or even 70 miles per hour instead of the posted 25 mph. She said one elderly woman had to run out of the way or be hit. She said tow trucks hold up traffic on Guthrie. She said Caliber employees park the cars they are repairing on the street all the time; on street sweep day, their cars take up spaces so residents cannot use them. She said they leave wrecked cars on the street. She said many have signed a petition with concerns. Joe asked about the wrecked cars on the street; she said they are ready to be painted, but moveable. Liz said it is a violation of code for any car they working on to be parked on the street – at any time, not just during business hours. Another member of the community said another facility nearby has similar problems. Robyn said Caliber is also operating late at night, as late as 9 or 10 p.m. Robyn said they park in the middle of the street then sit drinking on top of the cars. Bette moved to approve the replacement motion; Marj seconded. **Vote: 14Y, 0-N, 1-A, 3-R.**
Replacement motion approved.

Doug introduced the next set of motions explaining that this will now be the third time the SORO NC Board had considered them. Doug said that the previous Board had twice passed these motions: once in February 2010 and a second time in March 2010. Doug said that, since the last vote to approve, the NC had been advised that, in the last vote, there may have been a potential conflict of interest, since one voting Board member was active with SoRo Inc., a sister organization to SORO NC. Therefore, in early May, DONE asked the SORO NC Board to reconsider these motions. Doug said the possible potential conflict of interest was no longer an issue as the Board member in question was not on the new Board. Doug encouraged new Board members especially to ask any questions they might have. Joe asked if the current motions were for the same amount of money as the motions passed at the March meeting; Doug said yes, so they reflect the will of the last Board.

(As Brian left, Bette asked for special thanks to Brian, and all present applauded.)

Motion to reapprove GB031810-6: \$10,000 for SoRo Festival (Fitzsimmons / GB052010-3). Doug introduced the motion. Bette moved to approve it; Nahed seconded. Brian asked if anyone is questioning the legality of the motions; Doug said no, just the technicalities. **Vote: 16-Y, 0-N, 2-A. Motion approved.**

Motion to reapprove GB031810-7: \$5,000 for Emergency Preparedness plan and supplies (Fitzsimmons / GB052010-4). Doug introduced the motion. Victor asked if the entire amount is to be spent on the Emergency Preparedness Pavilion being held as part of the SoRo Festival. Marj read a relevant excerpt of the motion. Gerald said that he and Baila are spearheading emergency preparedness under the auspices of the Public Safety Committee. He said they are tying emergency preparedness and the Emergency Preparedness Fair into the SoRo Festival, so they need to do outreach, and some of the money will be used for the Festival. Gerald said that, if any of this money is to be used for the Festival, it will be a nominal amount; most of the money will be used for emergency preparedness supplies. Terry said he understood some of the money was going to be used for booths for emergency preparedness organizations at the Festival. Bette said details would be



forthcoming. Bette moved to approve the motion, Robyn seconded. **Vote: 15-Y, 1-N, 2-A. Motion approved.**

Motion to reapprove GB031810-9: \$9,000 for a brochure to promote community development and attract businesses (Fitzsimmons / GB052010-5). Harold asked if this proposal was aimed strictly for South Robertson Blvd. between Cadillac and National or all of South Robertson. Marj said it is not yet clear, but that is the area that has been the focus of discussion by the community and Councilmembers. Marj moved to approve the motion, Bette seconded. **Vote: 13 Y, 0-N, 5-A. Motion approved.**

Motion to reapprove GB031810-10: \$3,000 for two community clean-up projects (Fitzsimmons / GB052010-6). Doug introduced the motion and moved to approve it; Bette seconded. **Motion approved unanimously.**

Motion to reapprove GB031810-11: \$12,000 for tree planting, educational events on “green” issues, and Hamilton High garden maintenance (Fitzsimmons / GB052010-7). Doug introduced the motion and moved to approve it; Marj seconded. **Vote: 17-Y, 0-N, 1-A. Motion approved.**

Resolution to approve funding motions GB052010-3 to -7 (Fitzsimmons / GB052010-8). Doug said that, normally, the NC cannot submit a funding package to DONE until the minutes are approved; that would mean either waiting one month or holding a special Board meeting just to approve the minutes. Now there is a third option available, i.e., to approve a resolution stating that we approved what we just approved. Approval of this resolution would mean an official letter to this effect would be issued. Bette moved to approve the motion, Harold seconded. **Vote: 14-Y, 0-N, 2-A, 2-R. Motion approved.** Marj asked about the letter; Terry said he will sign and send it in the morning.

Motion to approve 2010-2011 budget (Gomes / GB052010-9). Terry introduced the motion, saying that no Budget Committee Meeting had been held because of the situation in La Cienega Heights earlier in the month. So, in consultation with Doug, Terry had prepared a preliminary budget for FY2010-2011 to hold the NC through June, allocating \$5,000 TO 100, \$20,000 TO 200, AND \$20,000 TO 300. Terry committed that a Budget Committee meeting would be held in June. Terry said the budget is fluid; it can always be changed. Terry said the proposed budget is just to enable the NC to meet DONE’s budget deadline. He said the Budget Committee meeting is an open meeting to which the community is invited. Marj clarified the meanings of the numbers 100 (Operations), 200 (Outreach), and 300 (Community Improvement). She said proposed allocations amongst those categories in the proposed budget are roughly the same as in previous years. Terry said he does not know if the City will allow rollover of unspent FY2009-2010 funds into FY2010-2011. Doug said it is entirely appropriate to have a tentative budget at this point, and he stressed that responsibility for the budget rests with the SORO NC Board. Marj moved to approve the motion; Nahed seconded. **Vote: 16-Y, 1-N, 0-A, 1-R. Motion approved.**

Motion to fund up to \$2000 for a board retreat (Safinia / B052010-12). Marj introduced the motion. She said there has been a great deal of discussion about a possible retreat in the Outreach, Board Development and Executive Committees. The primary purposes are team-building and deciding what we can accomplish together during the next couple of years. She said that, although she is no longer Chair of Outreach, she would be happy to organize it. She said that this motion requests approval of up to \$2,000 to cover administrative costs; although she doubts it would cost that much, such a budget would give flexibility in terms of venue and other arrangements. Marj said that if the Board would like a retreat, it would be best to decide immediately on a suitable Sunday between now and June 30 to hold it, as the



money would need to be spent before June 30th. Gerald asked if the word “retreat” appropriately captured the purpose, as the basic concept is enrichment; Joe suggested “training.” Brian suggested June 27th. (Ben left.)

Robyn asked for elaboration about conflict resolution. Terry said someone asked to be a facilitator has to be someone who has a contract with the City. Bette said, in the past, a facilitator has turned out to be an aggravator. Bette said, if there is any question, funds for a facilitator should come out of SoRo, Inc. Marj said she has discussed this with many people and thinks a facilitator may not be necessary. Ryan said it sounds like a lot of money. Marj said any money not spent by June 30 will be lost, probably not rolled over into the next fiscal year. Marj said the site for the retreat/training has to meet certain requirements, including being wheelchair-accessible and within SoRo boundaries. Rachel asked what a facilitator could do that the Board could not do by itself. Gerald asked if DONE will be doing training for new Board members; Doug said DONE staff has been severely cut so services available in the past are no longer available. Doug said the purpose is specific for the SORO NC Board, i.e. to create its vision, build rapport amongst its members, etc. Terry said DONE is offering New Board training May 19th in Westchester, and online training is available on the DONE website. Marj said it is useful for new Board members to get a grounding. Terry said the issue is not just about training, but rather about networking with other NCs. He said that, two years ago, when funding for all Neighborhood Councils was in danger of being cut to \$11,000 per Council, NCs got together and fought. Now NCs are working together much more closely. Marj asked Board members if June 27 is a suitable date, perhaps noon to 4 or 6 p.m. She asked everyone to commit to that date. Marj proposed the motion be amended to change “retreat” to “training;” Michael seconded. **Proposed amendment approved unanimously.** Doug moved to approve the motion, as amended; Robyn seconded. **Motion as amended approved unanimously.**

Motion to establish a runoff election system (Fitzsimmons / GB052010-13).

Doug introduced the motion, saying SORO NC Bylaws currently stipulate that a candidate for an officer position on the Board must be elected by a majority vote. However, if there are three candidates for a position, it is possible that no one candidate may win a majority vote, so there can be a stalemate. Doug said this motion proposes that, instead of amending the Bylaws, which is a somewhat cumbersome process, a Standing Rule be established that, in case of more than two candidates for one position, the two top vote-getters would go head-to-head. In case of a tie between the two, the winner would be determined by a coin toss. Joe asked where Standing Rules are kept; Doug said on the SORO NC website. Harold moved to approve the motion; Terry seconded. **Motion approved unanimously.**

Election of Board Officers. Doug invited all Board members to consider being an officer. He said position responsibilities for each officer are set forth in the Bylaws. He asked all interested NC members to write a short description of why they are interested, send the statement to Doug, and he will send all statements out to the Board. Robyn suggested each officer talk about what their responsibilities entail. Doug said, as President, he chairs the Board meeting and Executive Committee meeting once a month. He sets the agenda, cracks the whip to get motions submitted on time, tries to resolve disputes among Board members, tries to guide the NC according to the goals it sets, and handles numerous emails from the City and all directions. He said the Board could consider creating a position of Corresponding Secretary. Doug added that every SORO NC member is required to go to Board meetings and to be a member of at least one standing committee. Terry said he is responsible for funding and for spending money according to the rules. He said there is training to become Treasurer. He said he is available to help Board members do the paperwork necessary to obtain funds for approved motions. Terry said he keeps a ledger, advises the NC on available balances, and sometimes goes to City Hall to fight for funding or to DONE to get action on funding. Marj asked about the time



commitment. Terry said it all depends on the flow of motions; he spends about three to four hours on one motion, from the time it is passed to the end of the process. He said Demand Warrants, for those motions on which the City does not allow a credit card to be used, can take 3 to 4 months from the time the motion is submitted until funds are disbursed. Terry said that process may be even more lengthy if only two people at DONE are now going to be processing Demand Warrants. Doug said he has spent 8 to 16 hours a month as President. Jon said, as Vice President, he tried to help Doug as much as possible, and spent about 6 to 8 hours per month doing so, excluding meetings he attended out of interest. Ann said the time spent as Secretary doing minutes really depends on what the NC wants the minutes to look like. To do the minutes the way she thought they should be done, taking into account some of her skill limitations, she spent about 8 hours a month preparing the minutes. Ann added that one of the benefits of being an officer is that you really learn what is going on, and she encouraged people to try it. Joe asked how long is the term of office; Doug replied two years. Jon mentioned that both Treasurer and Secretary have the requirement of submitting their work (Treasurer's Report and draft minutes of the previous meeting, respectively) at least 72 hours in advance of each Board meeting.

Sidewalk Issue Discussion. Joe said he wanted to bring to the Board's attention proposed changes to laws regarding sidewalks; he said this may be an issue for the Land Use Committee. He said the City is planning on changing the Municipal Code dating from 1974 covering repair of sidewalks necessitated by tree growth. He said that, because of the City's budget situation, the City seeks to shift responsibility for paying for such repairs from the City to homeowners. Under the revised Municipal Code, notice would be given to homeowners of repairs needed, and homeowners would have two weeks to 90 days to make the repairs. Terry said sidewalk repair is already a 50-50 program. Michael said no, that is not the case. Joe said there is proposed a 3-year moratorium on this Municipal Code change, but he is concerned about homeowners becoming liable for any injury that might occur on their sidewalk and potential increases in cost of homeowner insurance. Joe also said there is an issue of fairness, for homeowners to have to assume liability for sidewalks when they do not have rights over sidewalks. Terry said the City is trying to push this change forward; Michael said it is not yet dated. Jon said the 50-50 plan developed because there was a 40-year lead time; now that time is coming up. Marj asked if someone from the City might be invited to brief the NC; Joe said maybe the City Attorney. Michael said there are legal questions about this proposed change.

General Public Comment, continued

Harold said the SoRo Festival would be held in two weeks, on Sunday, June 6, 11 a.m. to 4 p.m. He stressed all Board members should attend; NC Board members are needed from 8:30 a.m. through cleanup. He said the Festival is the NC's most important outreach activity. Marj said SORO NC has a table in the middle of the Festival area; it is a great chance to see neighbors and hear about issues. She said volunteers can contact Harold or Marj.

Doug said he is in the process of moving the SORO NC website. He said Board members who have had their NC mail forwarded to their personal email accounts need to keep in mind that the emails are public and need to be archived. He said that the new system will be using Gmail as host.

Gerald thanked Doug for creating a certificate for Rabbi Avraham Zajac, and said dates of the next CERT training are to be determined.

IX. Adjournment

The meeting was adjourned at 9:40 p.m.