COUNTYWIDE CRIMINAL JUSTICE COORDINATION COMMITTEE

MINUTES OF THE AUGUST 21, 2013 MEETING

Kenneth Hahn Hall of Administration 500 West Temple Street, Room 140 Los Angeles, California 90012

MEMBERS AND ALTERNATES PRESENT

Chairman: Mark Ridley-Thomas, County Supervisor for the Second District and

Chairman of the County Board of Supervisors

Lee Baca, Sheriff and Vice Chair of CCJCC

Bruce Barrows, California League of Cities

*Reaver Bingham for Jerry Powers, County Chief Probation Officer

Greg Blair for William Mitchell, Superior Court Executive Officer

Dan Bower, Chief, Southern Division, California Highway Patrol

Ronald Brown, County Public Defender

Daniel Calleros, President, Southeast Police Chiefs Association

Paul Cooper for Jim McDonnell, President, Los Angeles County Police Chiefs Association

Peter Espinoza, Judge, Superior Court

Robert Fager, President, South Bay Police Chiefs Association

Mark Fajardo, County Coroner – Medical Examiner

Xiomara Flores-Holguin for Philip Browning, Director, County Department of Children and Family Services

Janice Fukai, County Alternate Public Defender

*Victor Greenberg for James Brandlin, Assistant Supervising Judge, Criminal, Superior Court

Christa Hohmann, Directing Attorney, Post Conviction Assistance Center

Martin Hoshino for Jeffrey Beard, Secretary, California Department of Corrections and Rehabilitation

Jackie Lacey, District Attorney

David Marin, Field Office Director, U.S. Immigration and Customs Enforcement

Mary Marx for Marvin Southard, Director, County Department of Mental Health

Georgia Mattera for William Fujioka, County Chief Executive Officer

*Jon McCaverty for John Krattli, Acting County Counsel

Edward McIntyre, Chair, County Quality & Productivity Commission

Don Meredith, President, County Probation Commission

William Montgomery for Tom Tindall, Director, County Internal Services Department

Michel Moore for Charles Beck, Chief, Los Angeles Police Department

*Fred Nazarbegian for Richard Sanchez, County Chief Information Officer

Earl Perkins for John Deasy, Superintendent, Los Angeles Unified School District

Robert Philibosian for Isaac Barcelona, Chair, County Economy and Efficiency Commission

Joseph Santoro, Independent Cities Association

*Peter Shutan for Mike Feuer, Los Angeles City Attorney

David Singer, United States Marshal

Jim Smith, President, San Gabriel Valley Police Chiefs Association

Robin Toma, Executive Director, County Human Relations Commission

*Robin Toma for Cynthia Banks, Director, County Department of Community & Senior Services

John Viernes for Jonathan Fielding, Director, County Department of Public Health Lance Winters for Kamala Harris, California Attorney General

*Janice Chang Yu for Miguel Santana, Los Angeles City Chief Administrative Officer

*Erin Zapata for Steven Bogdalek, Special Agent in Charge, U.S. Bureau of Alcohol, Tobacco, Firearms and Explosives

*Not a designated alternate

MEMBERS NOT PRESENT OR REPRESENTED

Andre Birotte, U.S. Attorney

Michelle Carey, Chief U.S. Probation Officer

Arturo Delgado, Superintendent, County Office of Education

Mitchell Englander, Los Angeles City Council, 12th District

Eric Garcetti, Mayor, City of Los Angeles

Sean Kennedy, Federal Public Defender

William Lewis, Assistant Director in Charge, Los Angeles Division, Federal Bureau of Investigation

Michael Nash, Supervising Judge, Juvenile, Superior Court

Charlaine Olmedo, Supervising Judge, Criminal, Superior Court

Ezekiel Perlo, Directing Attorney, Indigent Criminal Defense Appointments Program

Jeffrey Prang, California Contract Cities Association

Richard Propster, Peace Officers Association of Los Angeles County

Mike Webb, County Prosecutors Association

David Wesley, Presiding Judge, Superior Court

Anthony Williams, Special Agent in Charge, U.S. Drug Enforcement Administration

I. CONVENE/INTRODUCTIONS

Lee Baca, Los Angeles County Sheriff

The meeting was called to order at 12:00 noon by Sheriff Lee Baca, Vice Chair of CCJCC.

Self-introductions followed.

II. APPROVAL OF THE MINUTES

Lee Baca, Los Angeles County Sheriff

This Agenda Item was moved to Agenda Item IX.

III. CHAIRMAN'S REPORT

There were no updates reported.

IV. <u>EXECUTIVE DIRECTOR'S REPORT</u>

Mark Delgado, Executive Director, Countywide Criminal Justice Coordination Committee

Mark Delgado, Executive Director of the Countywide Criminal Justice Coordination Committee (CCJCC), provided the Executive Director's Report to the committee.

Mr. Delgado provided the following updates:

Public Safety Realignment Team (PSRT)

The Public Safety Realignment Team (PSRT) and its work groups continue to meet regularly on realignment implementation issues. The August 2013 Realignment Implementation Report was presented to the Board of Supervisors yesterday, August 20th.

The report documents various strategies identified by impacted agencies to improve realignment implementation in areas such as reentry and treatment engagement, responding to habitual absconders, jail population management, and split sentences. Among the areas that will be focused on for next month's report to the Board is compliance checks policies and practices. As discussed at the July CCJCC meeting, this topic will also be included on the September CCJCC Agenda.

The report is available at: http://ccjcc.lacounty.gov/PublicSafetyRealignment.aspx.

Forensic Science Task Force

The Forensic Science Task Force met August 7th and identified the development of evidence retention policies as a task force priority. To that end, the task force is forming a work group on this issue to develop suggested guidelines that adhere to the legal requirements for retaining evidence, but also account for space limitations affecting all law enforcement agencies.

In addition, the task force continues to track legal decisions pertinent to forensic science issues. In particular, the recent Supreme Court decision *Maryland v. King* upheld laws providing for the DNA sample collection of all felony arrestees, such as with California's Proposition 69. *People v. Buza*, a California case with similar issues considered, has now been transferred by the California Supreme Court back to the Appellate Court for reconsideration in light of *Maryland v. King*. The Appellate Court had previously reversed a defendant's conviction for failure to submit a DNA sample.

Drug Court Oversight Subcommittee

The Drug Court Oversight Subcommittee has initiated a review of the program's standards and practices. One of the areas the subcommittee will address is drug court eligibility. Currently, participation is limited to those individuals that are facing non-violent drug charges. One possibility is to expand this to individuals facing other charges that are driven by substance abuse disorder issues.

The subcommittee is also tracking the early impact of Court consolidation on the twelve regional adult drug court programs. With the courthouse closures that were necessary due to the Court's budget shortfall, two programs have been moved.

<u>Justice Automated Information Management System (JAIMS)</u>

As requested by this committee, the Justice Automated Information Management System (JAIMS) Steering Committee was convened to finalize the work plan for the system's development. As will be reported under Item VI of today's Agenda, the work plan was approved and the system's development has been initiated in anticipation of AB 109 funding support.

Women's Reentry Court

On August 13th, the Board of Supervisors approved an agreement with the California Department of Corrections and Rehabilitation (CDCR) for continued funding and implementation of the Women's Reentry Court (WRC) program. The two-year agreement with CDCR provides funding for intensive residential treatment services to female parolees who have picked up a new case.

NOTE: During this presentation, Los Angeles County Supervisor Mark Ridley-Thomas, Chairman of the Board of Supervisors and CCJCC, arrived at the meeting and served as Chairman for the remainder of the meeting.

V. THREE-JUDGE PANEL PRISON POPULATION REDUCTION ORDER

Undersecretary Martin Hoshino, California Department of Corrections and Rehabilitation (CDCR)

Undersecretary Martin Hoshino of the California Department of Corrections and Rehabilitation (CDCR) appeared before CCJCC to discuss the three-judge panel prison population reduction order.

CDCR continues to operate under a Federal Court order to reduce its prison population to 137.5% of design capacity by the end of 2013.

The position of the State of California is that the current conditions in the state prison system are much improved from those of 2006 that gave rise to the prison cap order.

For example, since 2006, there has been a reduction of nearly 50,000 inmates in the prison population. This is due in large part to the implementation of public safety realignment in October 2011, which has resulted in many individuals being incarcerated in county jails rather than state prison.

In addition, the state has invested billions of dollars to improve mental health and medical services in the prison system. This has included the hiring of qualified staff and the building of new and improved health care facilities.

In January of this year, the state filed a motion that asked the three-judge panel to reexamine its prison reduction order in light of the changes that have been made during the past few years. However, this request was rejected and the state was ordered to file a plan indicating how it would meet the terms of the Court's prison reduction order by December 31st. The state subsequently submitted its prison population reduction plan, as ordered.

To comply with the Federal Court order, the state will expand capacity through the use of fire camps as well as contracts with community correctional facilities within the state. The state will also seek to slow or stop the return of out-of-state prisoners (California currently houses about 8,800 inmates out-of-state).

Another component of the plan would increase the use of "good time" credits, which would apply retroactively to the population that exists in the prisons today. The state would also expand some parole categories. For example, the number of inmates that are released under medical parole would be increased, as would the number of elderly inmates that have served a certain number of years and are determined to be at low risk to recidivate.

Finally, the state has been ordered to develop an early release program that would identify the lowest risk inmates for release. However, Undersecretary Hoshino noted that, due to the implementation of public safety realignment, the number of remaining non-serious, non-violent, non-sex (N3) offenders in state prison is now at around 2,000 or less.

The state filed an appeal to stay the prison reduction order, but the U.S. Supreme Court denied this appeal. The state has since filed a full appeal to the U.S. Supreme Court.

Absent any changes or other activities, the state estimates that it would miss the December 31st target prison population number by approximately 8,000 inmates.

Undersecretary Hoshino noted that there are ongoing discussions with the State Legislature about the possibility of expanding capacity on a temporary basis in order to meet the December 31st deadline.

Los Angeles County Sheriff Lee Baca reported on the use of Education Based Incarceration (EBI) in the Los Angeles County Jail system. He inquired as to the state's

policy concerning the use of EBI in the prison system and its use as a tool for reentry. He suggested that a system of merit-based parole could be implemented.

Undersecretary Hoshino emphasized that, as the matter is still being appealed, the state is not currently planning to release any inmates. If it is ordered to do so, factors that the state will consider will include criminogenic needs, substance abuse treatment, education, time served, criminal history, and other aspects of risk-based assessment.

He added that the state has a number of programs that provide reentry services. In one ongoing program, consideration is being given to creating reentry hubs within the state prison system. These would provide educational and other services depending upon the needs of the inmates, their time left to serve, and the communities that they will return to.

Los Angeles County District Attorney Jackie Lacey inquired as to whether the state is considering contracting out for out-of-state beds. Undersecretary Hoshino replied that the state is investigating this, and that 11,000 to 12,000 out-of-state beds have been identified that may be suitable. There are also an additional 6,000 beds identified within the state that are with municipalities or private prisons, as well as about 6,000 more in dormant state facilities. All of these may potentially be utilized.

Supervisor Ridley-Thomas inquired as to how the state intends to provide funding for the expenditures needed to comply with the Federal Court order. Undersecretary Hoshino stated that discussions are currently ongoing between the Governor and leaders of the State Legislature.

Supervisor Ridley-Thomas thanked the Undersecretary for his attendance and presentation at this meeting.

ACTION: For information only.

VI. <u>INFORMATION SYSTEMS ADVISORY BODY (ISAB)</u>

John Ruegg, Director, Information Systems Advisory Body

John Ruegg, Director of the Information Systems Advisory Body (ISAB), appeared before CCJCC to present ISAB's Semi-Annual Report.

ISAB is a standing subcommittee under CCJCC. Its core mission is to facilitate the sharing of information across the criminal justice enterprise using standards-based protocols and technologies. Los Angeles County Sheriff Lee Baca serves as the Chair of ISAB.

Mr. Ruegg highlighted the following developments for this reporting period:

- Implemented Sheriff's Department electronic delivery of Probable Cause Declarations (ePCD) to the Superior Court for the Palmdale and Lancaster Sheriff stations. Over 6,000 PCDs have been processed to date.
- Eighty four per cent (84%) of District Attorney law enforcement subpoenas are now being served electronically via the ISAB Proactive Information Exchange (PIX) software. This also improves efficiency in that the response back assures prosecutors as to who will appear.

This program is being expanded to include the Public Defender's Office and the Alternate Public Defender's Office. Efforts are also underway to expand this to include probation officers.

- A new electronic delivery of AB109 Probation Terms and Conditions from the Adult Probation system to the Sheriff (CopLink system) and ISAB (CCHRS system) was implemented via PIX. This process will facilitate the sharing of information on Post Release Community Supervision (PRCS) individuals.
- The District Attorney's Office initiated a pilot for enhanced access to office data and communication resources via mobile devices. Mr. Ruegg noted that there is a great demand to be able to access data systems using mobile devices, so there will be more of these interfaces being supported in the county's information systems environment in the future.
- Phase 2 of the desktop inmate video conferencing program was implemented for the Public Defender's Office and Alternate Public Defender's Office. Video conferencing of inmate interviews has been expanded so that they can be accessed using desktop video. Prior to this, the video conferencing had to be conducted on a dedicated and hardwired videoconferencing unit located in a particular location.
- State Criminal Alien Assistance Program (SCAAP) statistics for 2012 have been completed, reporting 657,000 custody days for federal reimbursement to the county. This is an annually run program using data gathered from multiple systems. It serves as an example of leveraging the collaborative information that is coming from different systems in order to generate real time statistics to assist in obtaining reimbursements.
- The Justice Automated Information Management System (JAIMS) has been funded for Fiscal Year 2013-2014 from the AB109 supplemental budget. JAIMS will collect key operational data from multiple systems providing services to an individual. By linking these records in an automated fashion and anonymizing data, a number of criminal justice impacts can be measured on a real-time basis.

As a reminder, at the May 15, 2013 CCJCC meeting, this committee voted to endorse the JAIMS project for development/implementation. Also at that

meeting, Mr. Ruegg was instructed to report back to CCJCC at today's meeting and present a JAIMS development plan to the committee.

Mr. Ruegg reported that the JAIMS Steering Committee met on August 9th to review the JAIMS Phase I Project Plan and confirm executive commitment to provide the necessary business and technical resources to achieve project success. The first phase will focus primarily on the AB 109 population.

A copy of the JAIMS Phase I Project Plan was distributed to those in attendance.

The Los Angeles County Sheriff's Department, Probation Department, and ISAB
are participating in a new pilot AB109 data exchange with the California
Department of Justice (CalDOJ). The pilot will integrate ten (10) CalDOJ data
sources, supplemented with local law enforcement and probation data, for a new
consolidated offender data application. The CalDOJ web based portal will
provide access to authorized law enforcement and criminal justice agencies.

A motion was made to approve the ISAB semi-annual report for submission to the Board of Supervisors.

ACTION: The motion to approve the ISAB semi-annual report for submission to the Board of Supervisors was seconded and approved without objection.

VII. DEFINING RECIDIVISM

Deputy Chief Reaver Bingham, Probation Department

Reaver Bingham, Deputy Chief of the Los Angeles County Probation Department, appeared before CCJCC to provide an update on discussions concerning the definition of recidivism.

After much deliberation, a definition was agreed to and included in the August 20th public safety realignment report presentation to the County Board of Supervisors. The definition, which is substantially similar to what this committee agreed to in concept at the June 19, 2013 CCJCC meeting, is as follows:

"A qualifying return to custody during a specified time period."

The following sub-definitions accompany this:

- **1. Time Period**: A three (3) year period immediately following custody release.
- 2. Custody: Jail, prison, and alternative sentencing options.
- **3. Qualifying Returns**: This includes the following five categories:

- **a.** Misdemeanor arrests where there has been a new criminal filing or a violation in lieu of a new criminal filing.
- **b.** Felony arrests where there has been a finding of probable cause through a preliminary hearing or a grand jury indictment.
- c. Convictions.
- **d.** Revocation of community supervision.
- e. Flash incarceration.

The Probation Department was tasked by this committee with applying this definition to actual data. At the July 17, 2013 CCJCC meeting, results were shown using a sample of 10 cases from Post Release Community Supervision (PRCS) and 10 cases for Adult Probation. For this meeting, a sample of 400 PRCS cases were run against the recidivism definition and the results were presented to the committee.

The 400 PRCS cases were taken from the first month of public safety realignment implementation (October 2011). For the purpose of this analysis, the qualifying time period is the 12 month period following their release from custody. Of the 400 individuals sampled, 193 (48.25%) were arrested on a new misdemeanor or felony charge. Of the 193 arrestees, 125 (64.77%, or 31.25% of the sample of 400) were convicted on the new charge(s).

Of the sample, 6 PRCS individuals (1.5%) had the post community supervision revoked, and 106 PRCS individuals (26.5%) were subject to flash incarceration.

In total, 213 individuals fell under one of the qualifying return categories, for an overall recidivism rate of 53.25%.

The Probation Department will next take a sample from the one year period beginning in July 2012. This will provide an opportunity to view recidivism data at a time when much of the apparatus for managing the AB 109 population had been put in place.

Mr. Delgado added that efforts are underway to improve the ability to gather the data necessary for measuring recidivism. JAIMS, discussed in Agenda Item VI, is one example of this. In addition, a number of departments have discussed the possibility of generating a County Master Agreement list for evaluation services. Criminal justice agencies could subsequently utilize the evaluation services to analyze the effectiveness of programs.

Supervisor Ridley-Thomas remarked that the committee is making progress on this issue. He emphasized the importance of having an operational definition of recidivism that is accepted by the criminal justice community. The Supervisor requested that this matter be on next month's Agenda for further consideration and input.

District Attorney Jackie Lacey commended the Probation Department for producing recidivism data that provides a measurement on the success of public safety realignment. She added that the California District Attorneys Association is considering

the recidivism definition being utilized by this committee and they are presenting it statewide.

Supervisor Ridley-Thomas thanked those who have been involved in this process for their efforts and concurred with the sentiments expressed by District Attorney Lacey. He also advised that the committee should determine which other organizations, both local and statewide, are prepared to accept this operational definition of recidivism.

ACTION: For information only.

VIII. <u>CITY OF LOS ANGELES PROSTITUTION DIVERSION PROGRAM</u>

Sharee Sanders Gordon, Los Angeles City Attorney's Office

Sharee Sanders Gordon of the Los Angeles City Attorney's Office appeared before CCJCC to make a presentation on the City of Los Angeles Prostitution Diversion Program (PDP).

The program was developed to provide wrap around services to those individuals victimized by prostitution and to eliminate recidivism among those individuals convicted of prostitution solicitation ("Johns").

The City of Los Angeles works with several Community-Based Organizations (CBOs) to make PDP successful. John School is run by Educational Awareness Programs (EAP), while wrap around services for the victims of prostitution are handled by different organizations depending upon the location and specific needs. For example, individuals in the San Fernando Valley are referred to The Mary Magdalene Project, individuals in South Los Angeles are referred to Watts Healthcare Corporation, and transgender individuals are referred to Bienstar.

John School was created in 2006 by a Deputy City Attorney and two LAPD officers, and the first classes began in 2008. Since 2008, 973 first time offenders have successfully participated in the program. To date, only four men have been re-arrested for prostitution related offenses.

The following topics and speakers are included in the John School curriculum:

Topic Speaker Health Testing Component: AIDS Healthcare Foundation Representative • Police Component: LAPD Captain Ann Young Sharee Sanders Gordon, Deputy City Attorney Legal Component: Prostitute Perspective: Former prostitute Pearly Johnson – Local Community Member Community Perspective: • Services Component: Sexual Addiction (Dr. Barbara Pavlo) Sexually Transmitted Diseases (Kamaria Grey) HIV/AIDS Education (Wendy Arnold) Art Ruditsky and Robert Margolis Evaluations:

Ms. Sanders Gordon explained that the HIV testing component is required for individuals convicted of prostitution solicitation. The police and legal components are intended to educate the Johns about the potential legal consequences of this behavior, as well as educate them as to what constitutes criminally prohibited conduct. Victim and community perspectives are intended to personalize what the Johns are doing and educate them as to the harm that they are contributing to with both individuals and the community. The services component offers assistance with sexual addiction, sexually transmitted diseases, and HIV/AIDS education.

The feedback received through evaluations has been very positive, with many participants indicating that the educational program provided them with a new perspective.

The cost of attending John School is \$650. Some of this fee is used to provide for wrap around services for the victims of prostitution.

Ms. Sanders Gordon reviewed the guidelines for a sample plea agreement for post sentencing diversion into PDP. These include:

- First time offenders of Penal Code Sections 647(a), 647(b), and/or 653.22(a);
- No prior arrests or convictions for violence (including sexual assault cases);
- No case alleging any count other than Penal Code Sections 647(a), 647(b), or 653.22(a) may be diverted; and
- Must possess a valid drivers' license (if driving at the time of arrest).

The case can be continued for 3 months (progress report showing proof of completion of the program), then continued for another 9 months, for a total of 12 months. If there are no new arrests or filings, the defendant may withdraw the plea and the case is dismissed.

Ms. Gordon Sanders discussed the crime of sex trafficking and trends associated with it. Sex trafficking is defined as the recruiting, harboring, and/or transporting of a person for the purpose of commercial sex. This problem has increased significantly in the Los Angeles County area.

She reported that pimps now patrol local bus stops in search of victims. Young girls are kidnapped, raped, and forced into prostitution. The girls are often in the foster care system and/or runaways, which decreases the likelihood of someone alerting authorities of their absence.

A recent sex trafficking case was discussed in which five people were arrested on suspicion of abducting a teenager, allegedly for prostitution. In this case, the victim was able to escape and alert authorities.

California voters passed Proposition 35, the Californians Against Sexual Exploitation Act, in November 2012. Key provisions of Proposition 35 related to sex trafficking

include:

- Requires convicted sex traffickers to register as sex offenders;
- Requires criminal fines from convicted human traffickers to pay for services to help victims;
- Mandates law enforcement training on human trafficking; and
- *Requires all registered sex offenders to disclose their internet accounts.
 (*There is currently a temporary injunction in place regarding enforcement of this last provision.)

Teen prostitution, and the sexual exploitation of children, is a growing problem in the United States. Government statistics report a substantial increase in teen prostitution, and indicate that 13 is the average age of newly recruited teen prostitutes.

Although the majority of teen prostitutes are runaways from poor and inner-city neighborhoods, the percentage of teen prostitutes from upper and middle class homes is trending upward. A case was discussed in which a teenager from a middle class home was rescued from two pimps who attempted to abduct her.

Transgender young people who turn to prostitution have often been cast out of their homes and are unable to find work. Many turn to prostitution to buy illegal hormones. There has been an increasing amount of violence directed at this population.

Xiomara Flores-Holguin of the Department of Children and Family Services (DCFS) stated that her department is focusing on commercially sexually exploited children as a top priority. She welcomed the partnership between DCFS and the Los Angeles City Attorney's Office to address this problem.

In response to inquiry concerning PDP type programs for other cities in the county, Supervisor Ridley-Thomas replied that the Probation Department is actively involved throughout the county with similar efforts. He advised that those interested in obtaining more information should contact the CCJCC Executive Director, Mark Delgado.

Supervisor Ridley-Thomas remarked that there is a moral imperative for local governments and law enforcement to combat the sex trafficking of minors. He expressed his view that the prostitutes in these cases are victims and the pimps and Johns are predators. A comprehensive approach is needed that includes law enforcement agencies and social service departments and organizations.

Ms. Gordon Sanders stated that the John School has been effective in educating the participants about criminal conduct covered by the Penal Code. This may have a deterrent effect in that some participants were not aware of certain activities being criminal, nor were they aware of the potential criminal penalties.

Supervisor Ridley-Thomas reiterated the urgent need to rescue the children that are exploited by sex trafficking and bring the perpetrators to justice.

The Supervisor wished Ms. Gordon Sanders continued success with the Prostitution Diversion Program.

ACTION: For information only.

IX. OTHER MATTERS/PUBLIC COMMENT

<u>Introduction Of New Los Angeles County Coroner – Medical Examiner</u>

Supervisor Ridley-Thomas introduced the new County Coroner – Medical Examiner, Dr. Mark Fajardo. Dr. Fajardo thanked the committee for the positive welcome that he has received. He also stated that he looks forward to working with the members of the criminal justice community.

Approval Of The Minutes From The Previous Meeting

There were no requests for revisions to the minutes of the July 17, 2013 meeting. A motion was made to approve the minutes.

ACTION: The motion to approve the minutes of the July 17, 2013 meeting was seconded and approved without objection.

Report On Gun Violence Legislation

A memorandum on gun violence legislation was distributed to committee members. This memorandum from the County Chief Executive Office, dated August 15, 2013, provides a summary of legislative efforts on the state level. This will be an Agenda Item at the next CCJCC meeting, which is scheduled for Wednesday, September 18, 2013.

Public Comments

Public comments were made by the following two individuals:

Melissa Balin Annabella Mazariegos

X. ADJOURNMENT

The meeting was adjourned at 1:22 p.m.