

AGRIBUSINESS DEVELOPMENT CORPORATION

Minutes of the Board of Directors Meeting held Virtually on September 29, 2021
Via Zoom Teleconference

Approved by the Board
On 11/10/2021

Considering the evolving COVID-19 situation, protecting the health and welfare of the community is of utmost concern. As such, the meeting was held remotely with Board members, Staff and Applicants, and the Public participating via Zoom meeting venue.

Members Present, virtually:

Frederick Lau, City & County of Honolulu, Chairperson (Chair)
Mary Alice Evans, Designated Representative, DBEDT, Ex-Officio Member (Ms. Evans)
James Gomes, Maui County Member (Mr. Gomes)
Lloyd Haraguchi, Member-At-Large (Mr. Haraguchi)
Glenn Hong, Member-At-Large (Mr. Hong)
Karen Seddon, Member-At-Large (Ms. Seddon)
Phyllis Shimabukuro-Geiser, Chairperson, Board of Agriculture, Ex-Officio Member (Ms. Shimabukuro-Geiser)
Lyle Tabata, Kauai County Member (Mr. Tabata)
Warren Watanabe, Member-At-Large (Mr. Watanabe)

Members Not Present

Kevin Hopkins, Hawaii County Member
Kaleo Manuel, Designated Representative, DLNR, Ex-Officio Member

Counsel Present, virtually:

Delanie Prescott-Tate, Deputy Attorney General (Ms. Prescott-Tate)
Jodi Yi, Deputy Attorney General

Staff Present, virtually:

James Nakatani, Executive Director (Mr. Nakatani)
Myra Kaichi, Sr. Executive Assistant (Ms. Kaichi)
Ken Nakamoto, Project Manager (Mr. Nakamoto)
Lyle Roe, Property Manager (Mr. Roe)
Lance Tashima, Administrative Services Officer
Lynette Marushige, Executive Secretary
Mr. Jason Azus-Richardson, IT Specialist (Mr. Azus-Richardson)

Guests Present, virtually:

Thora-Jean Cuaresma (Ms. Cuaresma)
Representative Amy Perruso (Rep. Perruso)

A. Call to Order

Chair called the virtual meeting to order at 9:15 a.m.

B. Roll Call

Chair conducted a roll call of the Board. In accordance with the Governor's emergency proclamation dated August 5, 2021 related to COVID-19, and emergency rules related to contested cases and the sunshine law,

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Chair called the name of each member and asked them to identify anyone present in the room with them, and if so, state his or her name for the record. Chair stated that the roll call served as the roll call vote, and for each subsequent vote, the Chair will ask if there are any objections. If there are no objection the motion will be carried on the same basis as the roll call. Board Members Ms. Evans, Mr. Gomes, Mr. Haraguchi, Mr. Hong, Ms. Seddon, Ms. Shimabukuro-Geiser, Mr. Tabata, and Mr. Watanabe acknowledged attendance with no guests present. Mr. Hopkins and Mr. Manuel were excused.

C. Approval of Minutes

Chair deferred approval of the August 25, 2021 virtual meeting minutes to the next meeting to give everyone time to review.

D. Request for Approval to Amend License No. LI-K1001 Issued to Sunrise Capital, Inc. to Withdraw 21.25 Acres, More or Less, of Field 316 in Kekaha, Kauai, Tax Map Key (4) 1-2-002-001 (por)

Motion to approve Agenda Item D: Mr. Tabata / Second: Mr. Haraguchi

Chair asked for comments from the staff: Mr. Roe rested on the written submittal and was available for questions.

Chair asked for comments from the public: None.

Chair asked for comments from the Board: Mr. Gomes stated that on the original 2009 lease there were 433.85 acres and today's agenda reads 414.85 acres. What happened to the other 19 acres? Mr. Roe responded that was before his time and he'd have to go back and check on that. Mr. Roe noted the difference may be portions of the property were recharacterized from tillable to untillable. He will go back and see what the amendments were that justified changing the numbers.

Mr. Gomes asked if 218.18 acres were non-tillable, what were they doing with this non-tillable land?

Mr. Roe responded he believed the property was recharacterized as untillable because of saltwater inundation that happened in 2018/2019; he would have to go back and check. There were a number of acres that Hartung and Sunrise requested recharacterization because salt water was entering the property and they couldn't grow anything.

Mr. Gomes asked Mr. Roe to find out and report back. Mr. Roe said he would.

Mr. Gomes asked what the formula was to determine that the untillable land was \$1/acre and the tillable land \$150/acre.

Mr. Roe responded that was the standard for Kekaha. He believed it was based on an appraisal and the infrastructure fees that KAA assesses. He said he can check on that.

Mr. Gomes said he'd also like to know how long ago the appraisal was done.

Mr. Roe said he would report back on those items also.

Mr. Nakatani said he believed an appraisal was done every 5 years and the \$1/acre for the untillable property was something they charge so the tenant will keep that property clean; it prevents the vegetation from growing out of control. If not, then it would be ADC's responsibility to have it cleaned.

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Chair asked if there was any more discussion or objections. Hearing none, the motion was approved.

Vote: Approved, 9-0

E. Request for Approval to Amend License No. LI-K1901 Issued to Hawaii Labor Solutions Inc. to Include 21.25 Acres, More or Less, of Field 316 in Kekaha, Kauai, Tax Map Key (4) 1-2-002-001 (por)

Motion to Approve Agenda Item E: Mr. Tabata / Second: Ms. Evans

Chair asked for comments from the staff: Mr. Roe rested on the written submittal and was available for questions. Mr. Roe noted this is the same property that was just withdrawn from Sunrise and is now being awarded to Hawaii Labor Solutions.

Chair asked for comments from the public. None

Chair asked for comments from the board: Mr. Gomes said looking at the acreage there was 15.16 acres untillable. What was the reason it was untillable and what were they going to do with the untillable land?

Mr. Roe responded that was addressed in the submittal. The acreage was classified as such for that portion of Field 316 at Sunrise's request because of salt-water inundation. The applicant believed that it may be remediated by bringing in fill and building up the area. Some of that will be dealt with in the soil conservation plan. For now, the request is for approval as is. Applicant will be constructing shade houses for melons that are grown in individual potting bags, so it doesn't actually utilize the soil.

Chair said that's correct; if you look at the photo in exhibit B, he already has 5 greenhouses up.

Mr. Gomes asked if they were getting water from reservoir 117 or part of the ditch system?

Mr. Roe responded it was fed by the Kekaha ditch.

Mr. Gomes asked if the reservoir was in compliance with the dam safety inspection?

Mr. Roe responded, it should be, but he could check.

Mr. Nakatani said yes, it is. All the reservoirs on all islands are inspected annually by Dam Safety and brought up to compliance if necessary. There are some being worked on in Kalepa but as far as Kekaha goes, they have been inspected.

Chair asked if there was any more discussion or objections. Hearing none, the motion was approved.

Vote: Approved, 9-0.

F. Request for Approval to Terminate License No. LI-KA1412 Issued to Gerald M. Sanchez for Unit J in Kalepa, Kauai, Tax Map Key (4) 4-2-001-003 (por)

Motion to Approve Agenda Item F: Mr. Watanabe / Second: Mr. Tabata

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Chair asked for comments from the staff: Mr. Roe said there were some developments on this agenda item. A notice of default was sent by the department of the attorney general's office, which gave Mr. Sanchez until September 21 to cure or begin to cure his license breaches. Around September 14, adjacent tenants reported that Mr. Sanchez had begun to clear his fence line along the common element road. Mr. Roe was on Kauai this past weekend while on a personal trip, and he took some time to drive by Mr. Sanchez's property. Mr. Roe shared photos with the Board that showed areas Mr. Sanchez had cleared.

Mr. Gomes asked why Mr. Sanchez started to clean the property knowing his license was about to be terminated.

Mr. Roe stated he believes Mr. Sanchez wants to keep the land and noted the license and the notice of default include the language, "cure or begin to cure." He believes Mr. Sanchez was beginning to cure. Mr. Sanchez was nearly current on his rental arrearage, which he paid before the default notice was sent out.

Mr. Gomes noted that the investigation has been from 2014 through 2019 and it seems the land was in very bad shape. He thinks action should have been taken sooner. Is there any policy or requirement that Mr. Sanchez needed to report back to the ADC or the board to say what he's done to the property?

Mr. Roe said the notice of default asked Mr. Sanchez to call him. He has received no communication from Mr. Sanchez except the check that came in for payment. Any news about the property has come from other tenants or what Mr. Roe observed himself. ADC is attempting to deal with it now; this was one of the things given to him to take care of when he started in January 2020.

Mr. Gomes said if there isn't a policy, they should create one. If Mr. Sanchez leaves who will be responsible for the cleanup?

Mr. Roe said he is working on a policy with their attorney and the policy committee. He believes the property should be returned to ADC in the same condition as when he acquired it. But he will check with the attorney.

Mr. Nakatani stated that letters were sent to Mr. Sanchez in the past regarding the default that goes back to when Green Energy was to take out the albizia trees. At one time the land was pretty clear and then the trees started growing back. Mr. Sanchez has gone back and forth with staff; it's not like nothing was done. He can provide a timeline of what ADC has done.

Mr. Gomes suggested that in the future they use a drone to take aerial photos of the property prior to the tenant occupying the land and then take periodic photos documenting the property maintenance. For whatever reason the tenant can't maintain the property, ADC should address it right away.

Chair stated that this will be done through the policies committee. He asked Ms. Prescott-Tate if there was a problem terminating this lease if Mr. Sanchez started the clearing on September 14.

Ms. Prescott-Tate said she thinks it falls into the category of too little too late.

Chair asked Mr. Roe if Mr. Sanchez had joined the Kalepa Koalition, which was part of his licensing agreement.

Mr. Roe stated he had not. He also stated that he received a delinquency policy from Ms. Prescott-Tate, and they will be working together to include default. After that it will go to the policy committee.

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Chair asked for comments from the public: None.

Mr. Roe said he just wanted to say that Mr. Sanchez has begun to cure the default, but he will defer to Ms. Prescott-Tate on whether to proceed with termination, or if this matter should be deferred to the next meeting. His concern was that Mr. Sanchez was doing just enough to forestall termination.

Ms. Prescott-Tate said it would be a board decision. If the board wants to defer for a month to contact Mr. Sanchez, telling him we noticed a small improvement. But he still hasn't joined the Kalepa Koalition.

Mr. Gomes said Mr. Sanchez has had more than enough time to join the coalition and to cure the issues on the property. Looking at the current condition of the property his recommendation is to terminate.

Chair said they either have to take a vote or amend the motion.

Mr. Watanabe said he agrees with Mr. Gomes. This has been going on for years.

Mr. Roe had a quick question for Ms. Prescott-Tate. He said Mr. Sanchez was not present at this meeting. He sent Mr. Sanchez information about joining the meeting but did not receive a response from him.

Ms. Prescott-Tate said he was given the opportunity to attend but he did not take that opportunity.

Mr. Hong asked if the notice for termination was sent certified mail and if the board moves toward termination, legally, does ADC just cut him off or is there further notice requirement that needs to be conducted?

Ms. Prescott-Tate said she believes the Notice of Default was sent by certified mail.

Mr. Gomes said he thinks that is the State's protocol to send certified mail.

Ms. Shimabukuro-Geiser noted the submission says via certified mail, return receipt requested.

Mr. Roe also noted the tracking code was included on the exhibit.

Mr. Hong said he just wants to make sure that there wasn't some loophole where he can deny the termination.

Ms. Prescott-Tate said that he can request an administrative hearing or reconsideration.

Mr. Gomes remarked that if it is similar to DLNR hearings, Mr. Sanchez can request for a contested case hearing; he has 10 days to provide a written request.

Chair asked if there was any more discussion or objections. Hearing none, the motion was approved.

Vote: Approved, 9-0

G. Request for Approval to Amend License No. LI-KA1811 Issued to Tiansheng Lin to Include 12 Acres, More or Less, of Unit HSPA 3 in Kalepa, Kauai, Tax Map Key (4) 3-9-002-001 (por)

Motion to approve Agenda Item G: Ms. Evans / Second: Mr. Hong

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Chair asked for comments from the staff: Mr. Roe rested on the written submittal and was available for questions.

Chair asked for comments from the public: None.

Mr. Gomes asked Mr. Roe, the base rent on the other submittals was \$150 per acre per year tillable; why is this one \$100 per acre?

Mr. Roe responded the amount was based on an appraisal and consideration of the fees they would pay to the Kalepa Koalition for the repair and maintenance of the common element road and gates.

Mr. Hong said the “subject” line of the submittal states it is 12 acres more or less, and then the “area” line has 9 acres more or less. Which is correct?

Mr. Roe apologized and said it was an error. The area is 12 acres. 9 is untillable, it’s overgrown, some gulch, forested. 3 acres are tillable. 3 acres are what will be available of the remaining portion of HSPA 3.

Mr. Hong said if base rental rate is \$900, that would be \$100 per 9 acres. How is the \$900 reconciled if only 3 acres are tillable?

Mr. Roe said they currently have 2 acres of HSPA 2, and 7 acres of HSPA 3; so together that’s the 9 acres at \$100 an acre that’s \$900 a year. Currently nothing is untillable. If this request is approved, 9 acres are untillable. The annual rent is what we’re charging right now, not what it will be. He said the 2 acres from HSPA 2 and the 7 acres of what they already have of HSPA 3. HSPA total is 19 acres.

Mr. Hong asked if Mr. Roe could recalculate the numbers. He doesn’t see the dollar amount for the untillable land.

Mr. Roe said currently there is no untillable land. If the Board approves this request, there will be 9 acres of untillable land.

Mr. Hong said of the acreage, two are untillable?

Mr. Roe responded, three.

Mr. Hong said so there will be an additional \$300 on top of the \$900?

Mr. Roe answered yes, plus the \$9 for untillable land. The last page of the submittal shows the additional \$309 if the Board approves the request.

Mr. Gomes asked, in Exhibit B there is a picture of a row of compost trees. Are they planning to have it compost down?

Mr. Roe stated he believes they are using it as a security berm. They currently have fences built, but plan to keep those there to prevent unauthorized access to the property.

Mr. Gomes asked if they have to follow any specs or criteria for boundary fences, such as type of wire, spacing of posts?

Mr. Roe responded none that he is aware of.

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Mr. Gomes said maybe that was something the policy committee could look at.

Chair asked if there was any more discussion or objection. Hearing none, the motion was approved.

Vote: Approved 9-0.

H. Request for Approval to Issue License to Hawaii Golden Farm, Inc. for 182 Acres, More or Less, of Unit A-1 in Kalepa, Kauai, Tax Map Key (4) 3-9-002-002 (por)

Motion to Approve Agenda Item H: Mr. Haraguchi / Second: Mr. Watanabe

Chair asked for comments from the staff: Mr. Roe rested on the written submittal and was available for questions.

Mr. Tabata asked if the A-1 section was going to merge with section A that was discussed at the last meeting?

Mr. Roe said they would like to merge them but that can't be done right now. At the last meeting the Board approved a 10-year license for section A. This parcel is for orchard crops. A 35-year lease is more appropriate. Merging the properties will have to be by amendment.

Chair asked for comments from the public: None.

Ms. Shimabukuro-Geiser noted for the record that Hawaii Golden Farms was a recipient of a Department of Agriculture recovery grant.

Mr. Roe noted an error on page 2 of the submittal, first full paragraph, line 6, should say August 2021 not September 2021.

Chair asked if there was any more discussion or objections. Hearing none, the motion was approved.

Vote: Approved 9-0.

I. Request for Approval to Issue Land Licenses in Central Oahu Pursuant to the ADC Tenant Review and Recommendation Committee's Selections

Motion to Approve Agenda Item I: Mr. Watanabe / Second: Mr. Hong

Chair asked for comments from the staff: Mr. Nakamoto said they were seeking to adopt 4 recommendations for approximately 1,057 acres of vacant agricultural lands. First recommendation was to award 511 gross acres to Cedar Grove Hawaii; second recommendation was to award 234 gross acres to Hawaii Sustainable Agricultural Products, LLC; third recommendation was to award 416 acres to Ohana Hui Ventures Inc., and the fourth recommendation was to award 100 acres to Thomas Law and 100 acres to Tony and Manyvone Law. ADC has one more area of land they are in the process of deciding on a recommendation. He was available for questions.

Chair asked for comments from the public: Mr. Azus-Richardson stated a member of the public had comments. Mr. Azus-Richardson called Ms. Cuaresma to come forward and state her name and organization.

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Ms. Cuaresma joined the virtual meeting and introduced herself. Ms. Cuaresma asked if any of the parcels being leased were part of the land that was burned in Whitmore?

Mr. Nakamoto responded yes, it does include the parcel across from Poamoho camp, which was being awarded to Thomas and Tony Law.

Ms. Cuaresma asked if the parcels were cleared by EPA and DOH because she assumed, with the number of cars that were burned, there must be some kind of liquid leaking into the ground.

Mr. Nakamoto said that ADC was in contact with DOH and plans to procure services to have the vehicles removed. Approximately 5 of the 230 acres were affected. Most of the burned property was in the gulch area where they would not be doing commercial farming.

Ms. Cuaresma asked what's going to happen when these lessees go in and find that there are more vehicles that haven't been burned. The fire only brought out the number of vehicles in that portion. Last night there were still people entering the property and dumping cars. HPD has been called and still nothing has been done about it. Her concern was that the leases will be handed out and these new people will not realize how many vehicles or how much remediation work needs to be done before the land can be put into production.

Mr. Nakamoto stated they had meetings with the licensees prior to making the recommendation. The licensees know there will be some remediation and clean up. Mr. Nakamoto remarked that the entrance across of Greenwell, which was the only known access point for vehicles, had been blocked on Monday so he's not sure how they are getting onto the property, but he will look into it.

Ms. Cuaresma said that would be good. Go by Poamoho by the bridge, they have been moving the black curtains and entering at night. Many community members were affected by that fire. The concern was the area needs to be cleaned. All the gas, power steering fluid, transmission fluid has already leaked into the ground. She doesn't want to go 5-years into the lease and the lessees say they weren't able to put the land into production because of all the liquids that were in the ground. The ground once fed the town. You cannot say that the land isn't good. It hasn't been taken care of. That's the only reason the land is not good now. The lessees need to be told again. She heard EPA and DOH already having concerns about this property.

Mr. Nakamoto stated they are in discussion with DOH.

Ms. Cuaresma said she's not concerned with DOH, she's concerned about EPA. EPA will do a more thorough investigation of the property than DOH will. She saw Carroll Cox by the property and she's sure bells are going to be rung anyway. ADC is not set up to manage land. They need to manage the land, so the community thrives again. They have had generations of families that have been fed by this agricultural land and the fact that ADC has not been able to manage it is really heartbreaking for the community. It continues behind Heleman Elementary, behind the kupuna housing in Whitmore Circle. There are hundreds still on ADC lands and it breaks her heart to know that her uncle gave 42 years of his life to help that community thrive and now after just 34 years, that land that once was nutrient, hearty, agricultural land was not being given the opportunity to do that because of the lack of management. She thanked them very much for their time, that's all she had to say.

Chair asked for comments from the public: Mr. Azus-Richardson stated a member of the public had comments. Mr. Azus-Richardson called Rep. Perruso forward and asked her to state her name and organization.

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Rep. Perruso joined the virtual meeting and introduced herself. She asked about the fire and said she understands there was suspicion of arson, and asked if there was an arson investigation? She also asked what assurances ADC was providing to the licensees around security? Are the lessees expected to secure the property themselves given the history of illegal activity?

Mr. Nakamoto thanked Rep. Perruso for the question. The investigation was ongoing. He's in contact with the fire chief and HPD. Yes, the lessee will have to secure their area.

Rep. Perruso said she may have more information on that and offered to speak with Mr. Nakamoto about the investigation offline.

Chair asked if there was anyone else from the public? There was none.

Mr. Gomes said that in lands that are vacant like this, when once they were a thriving agricultural entity producing food and because of one thing or another we are not able to have a good licensee on the property, his point is if there are no crops to put animals on the property to keep the fuel load down. It will deter people from putting derelict cars or trespassing because someone is using the property.

Chair asked if there was any more discussion or objections. Hearing none, the motion was approved.

Vote: Approved, 9-0

Mr. Hong thanked the tenant review committee for all the hard work. There was a lot of work that was done, processing, putting out notices, looking at submissions, looking at all the acreage and then talking with all the applicants, trying to get these properties into licenses and hopefully production in the next year. He wanted to commend the committee.

Chair called for a recess at 10:07 a.m. The meeting resumed at 10:17 a.m.

J. Update on Legislative Investigative Committee to, inter alia:

1. follow up on the audit of ADC, Report No. 21-01;
2. examine the recommendations made in those audits; and
3. for purposes of improving the operations and management of ADC, its funds, and any other matters

Mr. Nakatani stated he sent the members the link to the Legislative hearings both the HDOA Chair's and ADC's. The hearings are ongoing, they went through the first round. There was another hearing this morning. Deputy AG Jodi Yi attended and will get information on what other documents they are requiring from ADC. Let him know if anybody didn't get the link. They did a 45-minute presentation to the Legislature then Ms. Kaichi spoke about the audit recommendations for about 15 minutes. They had a good 2-hour discussion with the committee members. He asked if there were any questions? There were none.

Chair asked for comments from the public: Mr. Azus-Richardson stated a member of the public had comments. Mr. Azus-Richardson called Rep. Perruso forward.

Rep. Perruso said she raised her hand prior to the approval of the last agenda item regarding licenses. She stated that with Mr. Nakamoto's comment about the licensee being responsible for security of the parcel, she wondered if ADC was willing to provide any kind of management support? There is clearly a pattern of illegal activity in that area; there are encampments, and so on. She's worried about individual farmers taking on that responsibility. How was that going to be handled?

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Chair said the Board was in discussions about that and he believes it will be brought up. That would be for the tenant review committee's discussions.

Mr. Nakamoto thanked Rep. Perruso for the question. He responded, yes, it is too much for one farmer, but the parcel is actually going to two farmers. ADC still provides roving security. The security patrol in the Whitmore area is focusing on this specific area. They will be working with the farmers and helping them to secure the perimeters.

Chair said additionally they have asked HPD to do a sweep of the area.

Mr. Nakamoto confirmed that. They also work with the Wahiawa community policing team. They do routine inspections of the area.

Rep. Perruso offered to dialog with her office about this and theft on Ag land. She said this was a topic in previous legislative sessions, and she hoped it will be introduced again this session. She would like to talk with ADC stakeholders to see what measures would be useful for them.

Chair and Mr. Nakamoto thanked Rep. Perruso.

Chair asked if there were anymore comments. Mr. Azus-Richardson said there appeared to be, but after waiting several minutes the person did not join the meeting.

K. Executive Director's Update

Mr. Nakatani stated that he wanted to inform the board about an executive decision that was made regarding rent credit to Dole for janitorial services at the Whitmore office. ADC tried to obtain janitorial services through the procurement process. Due to procurement complications, they asked Dole if they could continue to provide the service. An agreement was made with Dole that turned out to be the less expensive route. Hopefully this is something they can resolve next year. The executive decision was made because they didn't think it was fair to have Mr. Roe do custodial work at the Whitmore office.

Chair asked if there were any questions.

Mr. Gomes asked if you have a property manager that cleaned and maintained the bathroom, was Mr. Roe ever compensated for his out-of-pocket expenses?

Mr. Nakatani stated he didn't believe so, but the real concern was the employee's health and safety due to COVID. That's why they made an executive decision to hire custodial services.

Mr. Roe stated he did not seek compensation because it was not a big expense.

Mr. Gomes asked if Dole also had an office there?

Mr. Nakatani said it's Dole property, but it's ADC's portion of the building. ADC should take care of it. In the beginning, Dole took care of the cleaning out of the goodness of their heart. But times changed and it became ADC's responsibility. For now, they can do rent credits so that Dole can provide the service.

Mr. Gomes asked if he could ask a question on Item J. Chair permitted the question.

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Mr. Gomes asked what the status was on the recommendations of the audit? Is ADC in compliance? What has not been resolved yet as far as the questions from the auditor?

Mr. Nakatani said he can send the matrix of what ADC accomplished in the short term. He said that they are working on it and they are making headway. For the staff, at the last meeting they just approved the goals and objectives and so that's the starting point. They've done more than that. The biggest thing is to get some kind of electronic data base to see how they can manage the accounts; that was sent out for procurement. Hopefully they will receive a response by next month. It will be costly, but it will help the operations of the office immensely.

Mr. Gomes agreed it is good to get all the help necessary. They need to be transparent as much as possible and do the job that's required.

Chair stated on that note, there were five-line items that the board was to respond to on the auditor's recommendations. He would like to put a small committee together to address those concerns in the October meeting.

L. Adjourn

Chair called for a motion to adjourn: Mr. Gomes / Second: Mr. Watanabe.

Chair said the next meeting was set for October 27, 2021.

Hearing no objection, the motion was approved. Meeting adjourned at 10:37 a.m.

Respectfully Submitted,

Lynette Marushige

Lynette H. Marushige
ADC Executive Secretary