



**PASSAIC COUNTY COMMUNITY COLLEGE**

Attached are the Board resolutions passed at the April 21, 2020 Board of Trustees meeting. If you have any questions, please call me.

STEVEN ROSE, Ed.D.  
SECRETARY  
BOARD OF TRUSTEES

**BOARD OF TRUSTEES - PASSAIC COUNTY COMMUNITY COLLEGE**

**April 21, 2020 - AGENDA**

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At 7:00 p.m. on Tuesday, April 21, 2020, the Board of Trustees of Passaic County Community College will hold a regular meeting online via the Zoom web-based meeting service, as authorized by P.L.2020 c.11. Members of the public may watch the meeting on the College's YouTube channel <https://newweb.pccc.edu/board-of-trustees-meeting/>. If a member of the public wishes to place a public comment on the record, please email [publiccomment@pccc.edu](mailto:publiccomment@pccc.edu) stating your name, address, and matter to be addressed by the Board by no later than April 21, 2020 at 6:00pm. In addition, the Board will meet in executive session to discuss such issues as are allowed pursuant to NJSA 10:4-12. A copy of the agenda and packet are available for public inspection.

**PLEDGE OF ALLEGIANCE** (All Stand)

**CALL TO ORDER - ROLL CALL**

**CONSIDERATION OF MINUTES** – Resolution #1 – Minutes of the March 17, 2020 Board Meeting

**PRESENTATION** - COVID19 Update

**REPORTS** - President  
                    Significant Activities  
                    Chairman

**DISCUSSION AGENDA**

- A. INSTRUCTIONAL ITEMS**  
                    Perkins Budget Amendment
- B. BUSINESS ITEMS**  
                    Purchases of Goods and Services
- C. PERSONNEL ITEMS**

**EXECUTIVE SESSION**

Resolution #2 - Resolution to meet in Executive Session - Discussion of personnel, contract negotiations, and matters protected by attorney-client privilege.

**ACTION ITEMS - Consent Resolution**

- A. INSTRUCTIONAL ITEMS**  
                    Perkins Budget Amendment
- B. BUSINESS ITEMS**  
                    Purchases of Goods and Services
- C. PERSONNEL ITEMS**

....Continued

**BOARD OF TRUSTEES - PASSAIC COUNTY COMMUNITY COLLEGE**

**April 21, 2020 - AGENDA**

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**CALL TO ORDER AFTER EXECUTIVE SESSION - ROLL CALL**

**REMARKS:** PUBLIC; TRUSTEES

**ADJOURNMENT** – Resolution to adjourn the meeting.

**ROLL CALL**

**PASSAIC COUNTY COMMUNITY COLLEGE**  
**ROLL CALL**

<b>BOARD OF TRUSTEES</b>	<b>PRESENT</b>	<b>ABSENT</b>
Alumni Rep Greco	<b>X</b>	
DuHaime	<b>X</b>	
Esquiche	<b>X</b>	
Marco	<b>X</b>	
Moody	<b>X</b>	
Pou	<b>X</b>	
Rodriguez	<b>X</b>	
Smith	<b>X</b>	
Trivedi	<b>X</b> -arrived at 7:08 pm	
Tanis	<b>X</b>	
Nutter	<b>X</b>	

**DATED: APRIL 21, 2020**



**PASSAIC COUNTY COMMUNITY COLLEGE**  
**Resolution #1 – CONSIDERATION OF MINUTES**

Offered by MOODY Seconded by POU

Board of Trustees	Yes	No	Abstain	Absent
DuHaime	X			
Esquiche	X			
Marco	X			
Moody	X			
Pou	X			
Rodriguez	X			
Smith	X			
Trivedi				X
Tanis	X			
Nutter	X			

**CONSIDERATION OF MINUTES**

**BE IT RESOLVED** that the Board of Trustees of Passaic County Community College hereby approves the minutes of the March 17, 2020 Board of Trustees meeting, as corrected.

**DATED: APRIL 21, 2020**

The following are the minutes of the Board of Trustees of Passaic County Community College, held at One College Boulevard, Paterson, New Jersey on Tuesday, March 17, 2020.

### **CALL TO ORDER**

President Rose stated that notice of the meeting was mailed to the Herald News, the Record, the Office of the County Clerk, and posted on the bulletin board of the College Boulevard building on November 20, 2019.

Chairman Nutter stated that inasmuch as adequate notice of the meeting had been given, the meeting was called to order at 7:00 p.m. A copy of the agenda was reviewed and available for public inspection.

### **ROLL CALL**

Yolanda Esquiche  
Dennis F. Marco  
Alonzo Moody  
Taina Pou  
Sharon C. Smith

Ronak Trivedi  
Jennifer Greco, Alumni Representative  
Steven M. Rose, Secretary  
Barbara Tanis, Vice Chairwoman  
Harvey J. Nutter, Chairman

#### **Absent**

Richard A. DuHaime  
Carlos Rodriguez

### **PLEDGE OF ALLEGIANCE**

Chairman Nutter asked Trustee Pou to lead the Pledge of Allegiance.

### **CONSIDERATION OF MINUTES – January 21, 2020; and February 18, 2020**

Chairman Nutter asked for a motion on Resolution #1 – Consideration of Minutes for the January 21, 2020 and February 18, 2020 Board of Trustees meetings; moved by Trustee Tanis; seconded by Trustee Moody. Trustee Moody questioned the Adjournment time of the February 18, 2020 Board meeting of seven minutes, with Chairman Nutter acknowledging that it was correct. He added that it may have been the quickest meeting that board ever had.

Upon roll call, Resolution #1 passed with all members present voting “yes” with the exception of Trustee Smith and Chairman Nutter “abstaining” on the January 21, 2020 minutes; and “yes” for the February 18, 2020 minutes.

## **PRESENTATIONS**

President Rose began the presentations noting it was not normal times in the world. He then asked Trustee Pou to share her experience at the Association of Community College Trustees National Legislative Summit (ACCT NLS) that she attended along with Trustee Smith, President Rose, College Counsel Mr. Michael A. Cerone, Jr, and Vice President Todd Sorber, of Institutional Advancement.

Trustee Pou stated she was very happy to attend the full conference (it was her second year attending) and highlighted the workshops she attended that centered on PELL and second chances. She also was grateful to meet with other trustees from around the country who shared similar experiences. Trustee Smith echoed the words of Trustee Pou, and noted that that was her first time attending. She stated she also looks forward to attending again in the years to come.

President Rose then presented the Special Recognition Award the College received at the annual DREAM 2020 Conference of Achieving the Dream. The College has been a member of that organization since 2011 and one of its focuses was the male, minority student.

The third presentation was the Women's Basketball Team winning the Region XIX Division III Championship. The team was not successful in winning the National Tournament, but having them make it that far was something for all at the College to be proud of them doing.

The last presentation President Rose did was the Coronavirus and what it meant for the College. He emphasized that the College was not closed. A poor choice of words by the State has been corrected since it caused a lot of confusion. As of Wednesday, March 18, 2020, the College would extend its Spring Break one more week. All face-to-face instruction would move on-line. All employees would work remotely except those in essential positions; board meetings and other meetings of the administration would be conducted via Zoom, which the College just purchased licenses for all.

The current number of online classes equals 10% leaving an additional 900 classes that need to be converted to online format by March 30. The offices of Academic and Student Affairs, along with the Information Technology Department, are working together to address these situations as the College deals with the challenges ahead. The ultimate goal was not to lose the spring semester. Trustee Trivedi offered his services if the need was there since he was well-versed in technology.

## **REPORTS**

President: President Rose took the opportunity to officially recognize Trustee Moody with a copy of a framed newspaper article wherein a school was named after him. All applauded him on



that accomplishment in addition to congratulating him. Trustee Moody stated it was a most humbling experience, and very hard to understand why he was chosen.

Chair: None

## **DISCUSSION AGENDA**

The following items were approved for placement on the Action Items agenda:

### **A. Instructional Items**

President Rose went through the items in the agenda which were the PALS Plus, incorporated service Agreement that the College must approve every year. He had Counsel Cerone explain the Memorandum of Understanding with the revised Taub Grant, which provided for more funding for the work being performed by the College-hired-City of Paterson workers; and the purchases of goods and services that dealt with a lot of technology purchases, which are listed below.

### **B. Business Items**

Purchase of Goods and Services, which were obtained through a Fair and Open Process, in compliance with NJSA 19:44A-20.4 et seq and NJSA:18A:64A-25 et al. are so noted and recommended.

- Information Technology Hardware (laptops, printers, charging carts)
- Information Technology (Audi-visual equipment)
- Promotional Items (College logoed lanyards and reels for identification cards)
- Clinical Education Products and Software (Nurse Education Program)
- Software Licenses (Network and router monitoring software)
- Software Licenses (Assessment and Accreditation Management software)
- Print Advertising (College-wide)
- Consulting Services (Violence prevention training and consulting services)
- Fire Protection System Modifications (Support Audio/Visual equipment installation)
- Middlesex Regional Educational Services Commission (MRESC) Bid #MRESC 15/16-69 – Information Technology (iMac desktop computers for CIS/Graphic Design curricula)
- Request for Proposal 19-13 – Laser Printer and Print Output Customization Software (College-wide license)

### **C. Personnel Items**



The personnel items were pending the outcome of the Executive Session discussion.

### **EXECUTIVE SESSION**

Before an Executive Session was called, Counsel Cerone questioned the need for it. It was determined that an executive session was not needed since *there were no matters involving personnel that needed to be discussed*. Chairman Nutter then moved on to the next agenda item.

### **ACTION ITEMS AGENDA - Consent Resolution**

Chairman Nutter asked for a motion on Resolution #2 - Consent Agenda Items A through C. Trustee Tanis moved Resolution #2; seconded by Trustee Trivedi. Upon roll call, Resolution #2 passed with all members present voting "yes."

#### **A. INSTRUCTIONAL ITEMS**

PALS Plus, Incorporated Shared Services Agreement as outlined in the attachment.

#### **B. BUSINESS ITEMS**

Amendment to the MOU among the City, the College, the Foundation and Taub Foundation as outlined in the attachment.

#### **Purchases of Goods and Services**

The following goods and services outlined below, which were obtained through a Fair and Open Process, in compliance with NJSA 19:44A-20.4 et. seq. and NJSA 18A:64A-25 et al. are so noted and recommended. The Vice President for Finance and Administrative Services certifies funding is available.

**Information Technology Hardware** (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State Contract pricing)

(Funding Source: U.S. Department of Education Title V Grant Funds; \$50,503.16 Available)

Laptops, printers and charging carts for academic use in *Pathways to Teacher Certification* grant program. Fulfillment Agent for NJ State Contract 89974.

PKA Technologies, Inc.  
1 Executive Boulevard, Suite 101  
Suffern, NY 10901

**\$50,503.16**  
**(Recommended Award)**

**Information Technology Hardware (Below Bid Threshold)**

(Funding Source: U.S. Department of Education Title V Grant Funds; \$7,376.91 Available)

Audio/Visual equipment for use in *Pathways to Teacher Certification* grant program. Vendor year-to-date spend exceeds Board review threshold.

CDW Government  
75 Remittance Drive, Suite 1515  
Chicago, IL 60675

**\$7,376.91**  
**(Recommended Award)**

**Promotional Items (Below Bid Threshold)**

(Funding Source: FY-2020 College Operating Funds; \$16,734.90 Available)

College logoed lanyards and reels for identification cards; provided to College students and staff. Vendor year-to-date spend exceeds Board review threshold.

Promo Direct  
931 American Pacific Drive, Suite 100  
Henderson, NV 89014

**\$4,613.30**  
**(Recommended Award)**

**Clinical Education Products and Software (Public Bid Exception per NJSA 18A:64A-25.5 a. (3) – Materials or supplies only available from a single source)**

(Funding Source: Carl D. Perkins Career and Technical Education Grant; \$106,756.32 Available)

Clinical education products and associated hardware and software for use in the Nurse Education academic program. Business Entity and Political Contribution Disclosures required.

Laerdal Medical Corporation  
167 Myers Corners Road  
Wappingers Falls, NY 12590

**\$106,756.32**  
**(Recommended Award)**

**Software Licenses (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Goods or services for proprietary computer hardware, software, or systems)**

(Funding Source: FY-2020 College Operating Funds; \$8,665.81 Available)

Renewal and upgrade of Paessler Router Traffic Grapher (PRTG) network and router monitoring software. Vendor year-to-date spend exceeds Board review threshold.

CDW Government  
75 Remittance Drive, Suite 1515  
Chicago, IL 60675

**\$8,665.81**  
**(Recommended Award)**

**Software Licenses** (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Goods or services for proprietary computer hardware, software, or systems)

(Funding Source: FY-2020 through FY-2023 College Operating Funds; \$10,000.00 Available in FY-2020)

Renewal and upgrade of assessment and accreditation management software. Business Entity and Political Contribution Disclosures required.

Watermark, LLC  
71 West 23<sup>rd</sup> Street  
New York, NY 10010

**\$3,750.00 (FY-2020)**  
**\$12,562.50 (FY-2021)**  
**\$15,815.67 (FY-2022)**  
**\$15,159.83 (FY-2023)**  
**(Recommended Award)**

**Print Advertising** (Public Bid Exception per NJSA 18A:64A-25.5 a. (20) – Advertising)

(Funding Source: FY-2020 College Operating Funds; \$30,000.00 Available)

Print advertising; used across multiple College departments. Estimated amount for FY-2020. Business Entity and Political Contribution disclosures required.

North Jersey Media Group  
150 River Street  
Hackensack, NJ 07601

**\$30,000.00**  
**(Recommended Award)**

**Consulting Services** (Public Bid Exception per NJSA 18A:64A-25.5 a. (15) – Consulting Services)

(Funding Source: U.S. Department of Justice Grant Funds; \$60,000.00 Available)

Violence prevention training and consulting services. Not-to-exceed amount.

Passaic County Women's Center  
925 Allwood Road  
Clifton, NJ 07012

**\$20,000.00 (FY-2020)**  
**\$20,000.00 (FY-2021)**  
**\$20,000.00 (FY-2022)**  
**(Recommended Award)**

**Consulting Services** (Public Bid Exception per NJSA 18A:64A-25.5 a. (15) – Consulting Services)

(Funding Source: FY-2020 College Operating Funds; \$84,560.00 Available)

Management consulting services; comprehensive Information Technology assessment. Not-to-exceed amount. Business Entity and Political Contribution disclosures required.

CampusWorks, Inc.  
1767 Lakewood Ranch Boulevard, #305  
Bradenton, FL 34211

**\$84,560.00**  
**(Recommended Award)**

**Fire Protection System Modifications (Below Bid Threshold)**

(Funding Source: FY-2019 College Capital Funds; \$5,343.00 Available)

Fire Protection System modifications in support of Audio/Visual equipment installation in College gymnasium. Vendor year-to-date spend exceeds Board review threshold.

United Fire Protection Corp.  
1 Mark Road  
Kenilworth, NJ 07033

**\$5,343.00**  
**(Recommended Award)**

**Middlesex Regional Educational Services Commission (MRESC) Bid # MRESC 15/16-69 - Information Technology Hardware**

(Funding Source: Carl D. Perkins Career and Technical Education Grant Funds; \$26,659.99 Available)

iMac desktop computers for use in Computer and Information Sciences/Graphic Design curricula. New Jersey State Approved Cooperative Pricing System. New Jersey Co-op #65MCESCCPS.

Apple, Inc.  
5505 W Parmer Lane, Building 7  
Austin, TX 78727

**\$26,659.99**  
**(Recommended Award)**

**Request for Proposal 19-13 – Laser Printer and Print Output Customization Software**

(Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Goods or Services for proprietary computer hardware, software, or systems)

(Funding Source: FY-2018 College Capital Funds; \$45,146.00 Available)

Laser Printer and print output customization software; Enterprise (College-wide) license.

Softdocs, Inc.  
807 Bluff Road  
Columbia, SC 29201

**\$44,039.00**  
**(Recommended Award)**

**C. PERSONNEL ITEMS**

**I. Separations:**

- A: Michelle Softley, Director, EOF
- B: John Scangarello, Custodian/Handyman
- C: Jack Latona, Coordinator, Assessment
- D: Sal Rodriguez, Assistant Professor, ELS
- E: Randall Jenkins, Director, Online Learning



F: Patricia Hardy, Vice President, Wanaque/Passaic Academic Centers

II. Appointment A: Calette Dacres, Child Dev Center Teacher (10 months)

III. Child Development Center Grant Employee Salary, FY2020

IV. Professional Staff Reappointments – FY2020-21

V. Part-Time Temporary Appointments

**REMARKS:**

Public/Trustees: None

President Rose thanked everyone for their cooperation and noted that the next meeting would be held on April 21, 2020.

**ADJOURNMENT**

Chairman Nutter asked for a motion to adjourn the meeting at 7:20 p.m.; moved by Trustee Trivedi; seconded by Trustee Pou. Upon roll call, the motion to adjourn the meeting passed unanimously with all members present voting “yes.”

PASSAIC COUNTY COMMUNITY COLLEGE

**RESOLUTION #2-CONSENT RESOLUTION – ACTION ITEMS A, B, and C**

Offered by TANIS Seconded by TRIVEDI

Board of Trustees	Yes	No	Abstain	Absent
DuHaime	X			
Esquiche	X			
Marco	X			
Moody	X			
Pou	X			
Rodriguez	X			
Smith	X			
Trivedi	X			
Tanis	X			
Nutter	X			

**BE IT RESOLVED** that the Board of Trustees of Passaic County Community College, upon the recommendation of the President, hereby approves the following actions:

**A. INSTRUCTIONAL ITEMS**

***Carl D. Perkins Career and Technical Education Grant*** (New Jersey Department of Education) budget amendment to the College's approved 2019-2020 Perkins Career and Technical Education One-Year Spending Plan in the amount of \$80,065 to purchase items including instructional and non-instructional equipment/supplies.

**B. BUSINESS ITEMS**

**Purchases of Goods and Services**

The following goods and services outlined below, which were obtained through a Fair and Open Process, in compliance with NJSA 19:44A-20.4 et. seq. and NJSA 18A:64A-25 et al. are so noted and recommended. The Vice President for Finance and Administrative Services certifies funding is available.



PASSAIC COUNTY COMMUNITY COLLEGE

**RESOLUTION #2-CONSENT RESOLUTION – ACTION ITEMS A, B, and C**

**Software Licensing** (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Goods or Services for proprietary computer hardware, software, or systems) (Funding Source: FY-2020 College Operating Funds; \$1,500.00 Available)

Increase to usage for Echo 360 *Active Learning* software. Vendor year-to-date spend exceeds Board review threshold.

Echo 360  
11921 Freedom Drive, Suite 910  
Reston, VA 20190

**\$1,500.00**  
**(Recommended Award)**

**Software Licensing** (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Goods or services for proprietary computer hardware, software, or systems) (Funding Source: Carl D. Perkins Career and Technical Education Grant; \$5,236.05 Available)

Additional Adobe *Creative Cloud* licenses for academic use. Vendor year-to-date spend exceeds Board review threshold.

JourneyEd.com, Inc.  
80 East McDermott Drive  
Allen, TX 75002

**\$5,236.05**  
**(Recommended Award)**

**Public Safety Supplies** (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Goods or services for proprietary computer hardware, software, or systems) (Funding Source: FY-2020 College Operating Funds; \$10,660.00 Available)

Contactless card blanks for use in generating College identification cards. Vendor year-to-date spend exceeds Board review threshold.

Transact Campus, Inc.  
P.O. Box 392770  
Pittsburgh, PA 15250

**\$10,660.00**  
**(Recommended Award)**

**Information Technology Hardware** (Below Bid Threshold)

(Funding Source: FY-2019 College Capital Funds; \$6,657.63 Available)

Tablet computers and accessories for academic use in the Engineering curriculum. Vendor year-to-date spend exceeds Board review threshold.

Adorama  
42 West 18<sup>th</sup> Street  
New York, NY 10011

**\$5,596.96**  
**(Recommended Award)**

**Information Technology Hardware** (Below Bid Threshold)

(Funding Source: U.S. Department of Education Title V Grant Funds; \$34,800.00 Available)

Tablet computers and accessories for academic use in the Business Administration and Accounting curriculum. Vendor year-to-date spend exceeds Board review threshold.



**PASSAIC COUNTY COMMUNITY COLLEGE**

**RESOLUTION #2-CONSENT RESOLUTION – ACTION ITEMS A, B, and C**

Adorama  
42 West 18<sup>th</sup> Street  
New York, NY 10011

**\$4,794.20**  
**(Recommended Award)**

**Janitorial Supplies** (Public Bid Exception per NJSA 18A:64A-25.5.6 - Emergency Purchase)  
(Funding Source: FY-2020 College Operating Funds; \$20,447.00 Available)  
Emergency purchase of janitorial supplies for disinfectant cleaning operations.

ATRA Janitorial Supply Company  
P.O. Box 385  
Pompton Plains, NJ 07444

**\$20,447.00**  
**(Recommended Award)**

**RFP 20-09 – Independent Auditor** (Public Bid Exception per NJSA 18A:64A-25.5 a. (1) – Professional Services) (Funding Source: FY-2021 and FY-2022 College Operating Funds; \$58,000.00 Budgeted for FY-2021)  
Comprehensive audit of the financial condition of the College and College Foundation. Audits of Fiscal Year 2020 (to take place in FY-2021) and Fiscal Year 2021 (to take place in FY-2022). Expenditures contingent on future budget approvals.

Donohue, Gironde, Doria & Tomkins, LLC  
310 Broadway  
Bayonne, NJ 07002

**\$58,000.00 (FY-2021)**  
**\$59,000.00 (FY-2022)**  
**(Recommended Award)**

**Bid 20-03 – On-Call Licensed Electrician**  
(Funding Source: FY-2021 and FY-2022 College Capital Funds; \$325,000.00 Budgeted for FY-2019)  
FY-2021 and FY-2022 estimated amounts. Expenditures contingent on future budget approvals.

TSUJ  
PO Box 4621  
Wayne, NJ 07474

**\$325,000.00 (FY-2021)**  
**\$325,000.00 (FY-2022)**  
**(Recommended Award)**

The costs competed in the bid consisted of hourly labor rates and material mark-up. The basis of comparison was a sample project which was distributed with the bid.

Qualified Bids Received (sample project basis of comparison)

TSUJ  
PO Box 4621  
Wayne, NJ 07474

**\$11,404.00**



PASSAIC COUNTY COMMUNITY COLLEGE

**RESOLUTION #2-CONSENT RESOLUTION – ACTION ITEMS A, B, and C**

**Bid 19-03 – On-Call Licensed Plumber**

(Funding Source: FY-2021 and FY-2022 College Capital Funds; \$150,000.00 Budgeted for FY-2021)

FY-2021 and FY-2022 estimated amounts. Expenditures contingent on future budget approvals.

Magic Touch Construction	<b>\$150,000.00 (FY-2021)</b>
59 West Front Street	<b>\$150,000.00 (FY-2022)</b>
Keyport, NJ 07735	<b>(Recommended Award)</b>

The costs competed in the bid consisted of hourly labor rates and material mark-up. The basis of comparison was a sample project which was distributed with the bid.

Qualified Bids Received (sample project basis of comparison)

Magic Touch Construction	\$9,763.04
59 West Front Street	
Keyport, NJ 07735	

**Information Technology Hardware** (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State Contract pricing) (Funding Source: STEM Pathways Grant Funds and other Grant Funds; \$129,293.56 Available) Hewlett-Packard *Chromebooks* for student use in remote instruction across multiple academic programs. Fulfillment Agent for NJ State Contract 89974.

PKA Technologies, Inc.	<b>\$129,293.56</b>
1 Executive Boulevard, Suite 101	<b>(Recommended Award)</b>
Suffern, NY 10901	

**C. PERSONNEL ITEMS**

- I. Separations A: Michelle Softley, Director, Educational Opportunity Fund  
(Adjustment to prior retirement date of 6/30/20)  
B: Heather Mayer, Budget Manager
- II. Appointment A: Leonardo Vargas, Systems Administrator, Information Technology
- III. Adjunct Faculty Reappointments – Spring 2020
- IV. Part-Time Temporary Appointment



**PASSAIC COUNTY COMMUNITY COLLEGE  
ADJOURNMENT**

**Offered by MARCO Seconded by ESQUICHE**

<b>BOARD OF TRUSTEES</b>	<b>YES</b>	<b>NO</b>
DuHaime	<b>X</b>	
Esquiche	<b>X</b>	
Marco	<b>X</b>	
Moody	<b>X</b>	
Pou	<b>X</b>	
Rodriguez	<b>X</b>	
Smith	<b>X</b>	
Trivedi	<b>X</b>	
Tanis	<b>X</b>	
Nutter	<b>X</b>	

**DATED: APRIL 21, 2020**