



**Federal Law Enforcement Training Accreditation Board
Board Meeting Report
May 11, 2023
Glynco, GA**

115-501 (CFO/OAC)

I. Welcoming Remarks and General Announcements

FLETA Board Chair Sterling Payne called the meeting to order at 9:00 a.m. She welcomed all attendees and expressed her appreciation for the assistance of all the Board members during the meeting. She then asked the audience to rise for the National Anthem and continue standing for the Pledge of Allegiance led by Mr. Reed Stephenson.

Ms. Payne noted it is always nice to be able to bring a group of diverse people together to recognize the hard work that the agencies put in to get to this point. She commended the accreditation managers, team leaders, and assessors that look at and put together the accreditation packages presented to the Board. She then asked the Executive Director, Mr. Joseph Collins, to call the roll. Mr. Collins reported a quorum was present (attendance sheet attached).

Ms. Payne recognized the following new Board members:

Brent Brown	Deputy Assistant Director Director / Foreign Affairs Security Training Center U.S. Department of State
Robert Davel	Deputy Commandant United States Army Military Police School
Miltom Wilson	Assistant Director/Office of Training United States Secret Service

Ms. Payne recognized the following individuals in the virtual audience:

Thomas Walters	Director, Federal Law Enforcement Training Centers
Kaizad Munshi	Deputy Director, Federal Law Enforcement Training Centers
Ariana Roddini	Associate Director for Training Operations, Federal Law Enforcement Training Centers

Larry McFarland	Executive Director, UAS Navy – Center for Security Forces
Chris Brekenridge	Commander, Executive Officer, US Naval Technical Training Center Lackland
Conrad Hamp	Director, United States Department of Veterans Affairs, Law Enforcement Training Center
Tiaja Pauls	Deputy Director, Transportation Security Administration Academy West
Tim Cronin	Director, Transportation Security Administration Academy East

Ms. Payne announced that since the last meeting the following members have departed the Board:

Reginal Cole Sr	United States Army Military Police School (USAMPS)
Sean Sirker	Foreign Affairs Security Training Center, Department of State (DOS)
Vincent Pallozzi	Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF)

Ms. Payne announced that this is the last meeting for the following members:

Col A. J. Brasseur III	United States Air Force (USAF) Office of Special Investigations (OSI) Academy
Randall Kizer	Inspector General Criminal Investigator Academy
Ariana Roddini	Federal Law Enforcement Training Centers
Dr. James Ward	Office of the Chief of Police, Department of Veterans Affairs

II. Approval of Minutes from Previous Board Meeting

Ms. Payne asked for a motion to approve the report from the November 3, 2022, FLETA Board meeting, which was conducted in a hybrid manner. Ms. Tracy Siler made the motion and Ms. Ariana Roddini seconded the motion. The motion carried unanimously.

III. Committee Reports

Ms. Payne announced that in preparation for conducting business at this meeting, one Board committee met. The Awareness and Recognition Committee met virtually on April 7, 2023.

Awareness and Recognition Committee

Ms. Payne called on Mr. Bennie Henderson to provide the Awareness and Recognition Committee report. Mr. Henderson reported that on April 7, 2023, the Awareness and Recognition Committee met remotely, via Microsoft Teams, to review and discuss one nomination for the Team Leader Recognition Award. During the Board's Executive Session, on Tuesday, the full Board unanimously voted in favor of the award. The announcement will be made at the November Board meeting.

Ms. Payne asked for a motion to accept the Awareness and Recognition Committee report. Mr. Reed Stephenson made the motion and Ms. Debra Kirby seconded. The motion carried unanimously.

IV. General Reports

Ms. Payne stated that on Tuesday, the full Board met in Executive Session to discuss the FLETA budget, review operational requirements, and discuss future business.

Ms. Payne called on Mr. Collins to provide the Office of Accreditation updates.

Office of Accreditation Update

Mr. Collins reported that after this meeting, we will have:

- 16 - Accredited Academies, and
- 100 - Accredited Programs

Mr. Collins reported a summary of annual reports received was included in the Board materials and complete copy of each report was available for review in the electronic Board materials.

Mr. Collins also reported that the next meeting will take place in November 2023. Due to scheduling conflicts, we will notify all of the exact dates/location as soon as possible.

FLEAC Update

Ms. Payne reported that on Wednesday, May 10, 2023, Mr. Collins and her met with the FLEAC in-person during the FLEAC Business Meeting. They discussed several topics, which included:

1. Review of blended/in-person assessments from this past cycle
2. ATMS update

3. OA updates
4. FLETA 2025 Comprehensive Standards Review

They also had a question and answer (Q&A) session. Ms. Payne called on FLEAC Chair, Cheri Allen to provide the FLEAC Report. Full report from the FLEAC Chair is available upon request.

V. Regular Business

Ms. Payne reported the following business:

1. FLETA Budget FY2023
 - a. LET – Mid-Year FY23
 - b. XSE – Mid-Year FY23 (available until expended)
 - c. FLETA expenditure projections through 2027
2. Board Meetings
 - a. Next FLETA Board Meeting: November 2023
 - b. The Board discussed format and considerations for next meeting

VI. Old Business

Ms. Payne reported that during this meeting, the Board received legislative updates. This included the final status of the DHS Basic Training Accreditation Improvement Act of 2021 (H.R. 5616). Since its passage in the House, there has been no further action on this bill.

In addition, the Board was briefed on the status of Executive Order on Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety (EO 14074). Earlier this year, the Board and the Office of Accreditation had the opportunity to provide feedback to the Department of Justice regarding Section 19, Establishing Accreditation Standards. At this time, it does not appear that any draft standards will have an impact on current FLETA standards, or federal organizations. Mr. Collins will be providing updates as they become available in the future.

Also, it is anticipated that law enforcement issues will continue to be a significant focus of the 118th Congress. Again, any impacts on FLETA will be monitored by the Office of Accreditation.

VII. New Business

Ms. Payne reported the following new business:

1. Bylaws
 - a. At the November 2022 Meeting, the full Board discussed a procedural name change in the Bylaws: The organization currently listed as *Federal*

Probation and Pre-Trial Academy needed to be updated to *Probation and Pretrial Services Office (PPSO)*

- b. Per the Bylaws, the Board can consider changes at the next regularly scheduled meeting, therefore, this change was voted upon at this meeting
 - c. The Bylaws update was approved on Tuesday, May 9, 2023, in Executive Session
2. FLETA 2025 Comprehensive Standards Review
 - a. Chaired by the Second Vice-Chair and Co-Chaired by FLETA OA PM J.J. Hensley
 - b. Create working groups for each section, to include Board Members and members of the accreditation community
 - c. Input and participation from all will be greatly encouraged and welcomed
 - d. Open and transparent process
 3. FLETA Program Review
 - a. Chaired by the Second Vice-Chair
 - b. Review the administrative and operational functions of the OA
 - c. Will take place this calendar year (2023)
 4. Election for First Vice-Chair (term for First-Vice Chair is due up on 9/30/2023)
 - a. On Tuesday, May 9, 2023, during Executive Session, the Board held an election for the First Vice-Chair position. The current First Vice-Chair is Robert Lachance and his term expires on September 30, 2023.
 - b. The results of the election:
 - i. The First Vice-Chair will continue to be Robert Lachance
 - ii. He was immediately sworn in after the election to continue the duties of the First Vice-Chair

VIII. FLETA Team Leader Recognition Award, and Team Leader and Assessor Recognition

Ms. Payne stated, the FLETA Board voted to adjust the team leader and assessor recognition process. This process was established to formally recognize team leaders and assessors for their continued support to the FLETA assessment process. To receive recognition each person must complete three FLETA assessments as a team leader or assessor. For this meeting, we have three Assessor Certificates to issue.

1. Linda Braccini, Transportation Security Administration (TSA)
2. Joan Chatmon, United States Postal Inspection Service (USPIS)
3. Elaine Wilson Harrison, Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF)

Ms. Payne also recognized the assessment team members for their work. She called upon Mr. Robert Lachance to introduce each team member:

Julie Altman from FLETC was the Team Leader for the initial accreditation of the Homeland Security Investigations Basic Instructor Course (HSIBIC).

Lisa Bak from FBI was an assessor for the reaccreditation of the United States Army Military Police School (USAMPS) Special Victims Capability Course (SVCC) and was the Team Leader for the reaccreditation of the United States Army Military Police School (USAMPS) Staff and Faculty Development Course (SFDC).

Donald Biddle from DCSA was an assessor for the reaccreditation of the Department of Veterans Affairs Law Enforcement Training Center Instructor Development Course.

Linda Braccini from TSA was an assessor for the reaccreditation of the United States Army Military Police School (USAMPS) Staff and Faculty Development Course (SFDC) and the reaccreditation of the Department of Veterans Affairs Law Enforcement Training Center Police Officer Standardized Training Course.

Wade Brashier from ATF was the Team Leader for the initial accreditation of the Federal Bureau of Investigation Criminal Investigative Analysis Training Program (CIATP).

Darrin Brown from TSA was an assessor for the initial accreditation of the United States Navy Center for Security Forces Naval Technical Training Center, Lackland AFB Law Enforcement Specialist “C” School.

Joan Chatmon from USPIS was an assessor for the reaccreditation of the Federal Law Enforcement Training Centers Law Enforcement Fitness Coordinator Training Program (LEFCTP) and the initial accreditation of the Transportation Security Administration Canine Training Center Explosives Detection Canine Handler Course.

Jason Cobb from FBI was an assessor for the reaccreditation of the Tennessee Valley Authority (TVA) Police Annual In-Service Training Program (PAISTP).

Ethan Evans from AOUSC was as an assessor for the reaccreditation of the Department of Veterans Affairs Law Enforcement Training Center Police Officer Standardized Training Course.

Stephen Golden from ICE was the Team Leader for the reaccreditation of the Department of Veterans Affairs Law Enforcement Training Center Instructor Development Course.

Richard Kotas from USMS was an assessor for the initial accreditation of the United States Marine Corps (USMC) Military Police Instruction Company (MPIC) Military Police Basic Course (MPBC).

Matthew Lewis from USAMPS was an assessor for the initial accreditation of the Transportation Security Administration Canine Training Center Explosives Detection Canine Handler Course.

Douglas Marshall from NNSA was an assessor for the initial accreditation of the Homeland Security Investigations Basic Instructor Course (HSIBIC) and the

reaccreditation of the United States Army Military Police School (USAMPS) Staff and Faculty Development Course (SFDC).

Lakeesha Matthews-Williams from NASA was the Team Leader for the reaccreditation of the United States Army Military Police School (USAMPS) Special Victims Capability Course (SVCC).

Rhonda Meehan from DCSA was the Team Leader for the reaccreditation of the Federal Law Enforcement Training Centers Law Enforcement Fitness Coordinator Training Program (LEFCTP), the Tennessee Valley Authority (TVA) Police Annual In-Service Training Program (PAISTP), and the Federal Law Enforcement Training Centers Criminal Investigator Training Program (CITP).

Esther Mulligan-VanSickle from FLETC was an assessor for the reaccreditation of the Tennessee Valley Authority (TVA) Police Annual In-Service Training Program (PAISTP).

Dr. Cynthia Pixley from FBI was the Team Leader for the initial accreditation of the United States Marine Corps (USMC) Military Police Instruction Company (MPIC) Military Police Basic Course (MPBC) and an assessor for the United States Navy Center for Security Forces Naval Technical Training Center, Lackland AFB Law Enforcement Specialist “C” School.

Stephen Puccetti from VA was an assessor for the reaccreditation of the United States Army Military Police School (USAMPS) Special Victims Capability Course (SVCC).

Michael Robinson from DHS was an assessor for the initial accreditation of the Federal Bureau of Investigation Criminal Investigative Analysis Training Program (CIATP).

Patrick Ruettiger from VA was an assessor for the initial accreditation of the United States Navy Center for Security Forces Naval Technical Training Center, Lackland AFB Law Enforcement Specialist “C” School.

Mike Sicard from USCG was an assessor for the reaccreditation of the Federal Law Enforcement Training Centers Criminal Investigator Training Program (CITP).

Alan Smith from TSA was an assessor for the reaccreditation of the Department of Veterans Affairs Law Enforcement Training Center Instructor Development Course.

Lisa Thompson from USSS was an assessor for the initial accreditation of the Federal Bureau of Investigation Criminal Investigative Analysis Training Program (CIATP).

Barrette Walker from FLETC was the Team Leader for the initial accreditation of the Transportation Security Administration Canine Training Center Explosives Detection Canine Handler Course.

Dr. Molly Wankel from TSA was the Team Leader for the reaccreditation for the Department of Veterans Affairs Law Enforcement Training Center Police Officer Standardized Training Course.

Daniel Watson from USCG was an assessor for the reaccreditation of the Federal Law Enforcement Training Centers Law Enforcement Fitness Coordinator Training Program (LEFCTP).

Elaine Wilson-Harrison from ATF was an assessor for the initial accreditation of the Homeland Security Investigations Basic Instructor Course (HSIBIC), the initial accreditation of the United States Marine Corps (USMC) Military Police Instruction Company (MPIC) Military Police Basic Course (MPBC), and the reaccreditation of the Federal Law Enforcement Training Centers Criminal Investigator Training Program (CITP).

IX. Awarding of Accreditation

Ms. Payne called upon First-Vice Chair Robert Lachance to introduce the presenters and agencies receiving accreditation.

Mr. Lachance recognized Board Review Committee A led by CAPT Randall Brown. Board members included: Reed Stephenson, Bennie Henderson, Kelly Lewis, Debra Kirby, Dr. Mary Parker, Edward Currie, Col A. J. Brasseur III, Delany De Leon-Colon, and Brent Brown.

This committee reviewed two programs for initial accreditation and four programs for reaccreditation. They were assisted by FLETA OA Program Manager J.J. Hensley.

Immigration and Customs Enforcement, Homeland Security Investigations, Basic Instructor Course (HSIBIC)

Mr. Lachance called upon Col A. J. Brasseur III to recognize the Immigration and Customs Enforcement, Homeland Security Investigations, Basic Instructor Course (HSIBIC) for initial accreditation. The dates of the assessment were November 15 - 17, 2022, by means of an in-person assessment, and the Team Leader was Julie Altman, FLETC. The accreditation manager was Stephen Golden.

The purpose of the HSIBIC is to provide specialized training on instructional delivery methods through lecture, practical exercise, and practical evaluation to new instructors. The HSIBIC is three instructional days and consists of 24 hours of instruction. The average number of students per iteration of the program is seven.

Federal Bureau of Investigation, Criminal Investigative Analysis Training Program

Mr. Lachance called upon Mr. Bennie Henderson to recognize the Federal Bureau of Investigation, Criminal Investigative Analysis Training Program for initial accreditation.

The dates of the assessment were March 21 - 23, 2023 by means of an in-person assessment, and the Team Leader was Wade Brashier, ATF. The accreditation manager was Leonard Opanashuk.

The purpose of the CIATP is to provide a body of instruction in behavioral analysis methodologies, research, and techniques to BAU candidates pursuing profiler certification. The CIATP is primarily an instructor-led, classroom based, instructional program with most coursework being offered in-person and some coursework being offered on an FBI approved virtual platform. The CIATP is 77 instructional days and consists of 616 hours of instruction. The average number of students per iteration of the program is eight.

Federal Law Enforcement Training Centers, Law Enforcement Fitness Coordinator Training Program

Mr. Lachance called upon Ms. Debra Kirby to recognize the Federal Law Enforcement Training Centers, Law Enforcement Fitness Coordinator Training Program for its fourth reaccreditation. The dates of the assessment were October 25 - 27, 2022 by means of a remote assessment, and the Team Leader was Rhonda Meehan, DCSA. The accreditation manager was Dani Mozzetta.

The purpose of the LEFCTP is to present the student with information concerning health and wellness, strength and conditioning, physical fitness assessment and testing protocols. The student will receive instruction in program design, basic anatomy, exercise physiology, exercise leadership, injury prevention, nutrition, and basic strength movements. The different techniques and methodologies presented will help the fitness coordinator develop and maintain a fitness program to meet the needs of their agency. The LEFCTP is eight instructional days and consists of 59 hours of instruction. The average number of students per iteration of the program is 24.

Federal Law Enforcement Training Centers, Criminal Investigator Training Program

Mr. Lachance called upon Mr. Reed Stephenson to recognize the Federal Law Enforcement Training Centers, Criminal Investigator Training Program for its fourth reaccreditation. The dates of the assessment were March 14 - 16, 2023 by means of a remote assessment, and the Team Leader was Rhonda Meehan, DCSA. The accreditation manager was Dani Mozzetta.

The purpose of the CITP is to provide on an interagency basis, a program of instruction that fulfills all the basic criminal investigative training requirements necessary for responsible and competent job performance. Rather than being agency-specific, the program addresses common knowledge, skill, and abilities that are expected of all investigators. The CITP consists of 59 training days, with a total of 506.75 training hours that includes 32 hours allocated for after-hours training. The program is designed for an average number of 48 students per iteration of the program.

United States Army Military Police School, Staff and Faculty Development Course

Mr. Lachance called upon Mr. Edward Currie to recognize the United States Army Military Police School, Staff and Faculty Development Course for its second reaccreditation. The dates of the assessment were March 7 - 9, 2023 by means of a blended assessment (remote/Ft. Leonard Wood, MO), and the Team Leader was Lisa Bak, FBI. The accreditation manager was Jim Reilly.

The purpose of the SFDC is to prepare newly appointed instructors for Military Police courses, to reinforce knowledge gleaned from an Army approved basic instructor course and narrow the focus to USAMPS specific material and information. The SFDC is two instructional days and consists of 16 hours of instruction. The average number of students per iteration of the program is 15.

United States Army Military Police School, Special Victims Capability Course

Mr. Lachance called upon Ms. Delany De Leon-Colon to recognize the United States Army Military Police School, Special Victims Capability Course for its second reaccreditation. The dates of the assessment were January 10 - 12, 2023 by means of a blended assessment (remote/Ft. Leonard Wood, MO), and the Team Leader was Lakesha Matthews-Williams, NASA. The accreditation manager was Jim Reilly.

The purpose of the SVCC is to provide advanced training to accredited agents, investigators, special victim prosecutors, and select DoD civilian criminal investigators in the investigation of sexual assault. The SVCC consists of 10 instructional days and 80 hours of instruction. The average number of students per iteration of the program is 30.

Mr. Lachance recognized Board Review Committee B led by Mr. Michael Barbuti. Board members included: Timothy Dunham, Ariana Roddini, Tracy Siler, Charles Lombard Jr., Keith Calloway, Stephanie Denton, Robert Davel, Miltom Wilson and Mr. Robert Lachance.

This committee reviewed three programs for initial accreditation and three programs for reaccreditation. They were assisted by FLETA OA Program Manager Jennifer Kasper.

Transportation Security Administration Canine Training Center, Explosives Detection Canine Handler Course

Mr. Lachance recognized the Transportation Security Administration Canine Training Center, Explosives Detection Canine Handler Course for initial accreditation. The dates of the assessment were February 28 - March 2, 2023 by means of an in-person assessment, and the Team Leader was Barrette Walker, FLETC. The accreditation manager was Ginny Beaman.

The purpose of the EDCHC is to teach potential canine handlers to train and handle an explosive detection canine (EDC) in all aspects of explosives detection in operational

environment within the National Explosive Detection Canine Team Program's functional areas. The EDC Handler Course requires the student to learn the fundamental aspects of canines, handling techniques and procedures, explosives and explosives handling, and problem solving. The EDCHC is 55 instructional days and consists of 436.5 hours of instruction. The average number of students per iteration of the program is between 10 and 12.

United States Navy, Center for Security Forces, Naval Technical Training Center, Lackland AFB, Law Enforcement Specialist "C" School

Mr. Lachance called upon Ms. Ariana Roddini to recognize the United States Navy, Center for Security Forces, Naval Technical Training Center, Lackland AFB, Law Enforcement Specialist "C" School for initial accreditation. The dates of the assessment were January 24 - 26, 2023 by means of an in-person assessment, and the Team Leader was Darrin Brown, TSA. The accreditation manager was Jerry Hadley.

The purpose of the LES "C" School is to provide U. S. Navy Master-at-Arms (MA) the minimum knowledge and skill sets required to support shore-based, and fleet deployed commanding officers in Law Enforcement (LE) duties and responsibilities. Graduates will be journeyman-level Navy Security Force (NSF) personnel expected to implement immediate actions unsupervised to identify, assess, track, deter and mitigate violations of the Uniform Code of Military Justice (UCMJ) and Federal Law on U.S. Navy ships and installations. The LES "C" School is 30 instructional days and consists of 240 hours of instruction. The average number of students per iteration of the program is 36, with a minimum convening size of 24 and a maximum of 36.

United States Marine Corps, Military Police Instruction Company, Military Police Basic Course

Mr. Lachance called upon Ms. Tracy Siler to recognize the United States Marine Corps, Military Police Instruction Company, Military Police Basic Course for initial accreditation. The dates of the assessment were December 6 - 8, 2022 by means of a remote assessment, and the Team Leader was Cynthia Pixley, PhD, FBI. The accreditation manager was Tommy Bibb.

The purpose of the MPBC is to provide foundational initial entry law enforcement training and Military Occupational Specialty (MOS) qualification for Marine Corps MOS 5811 Military Police. Traditional classroom instruction involving informal lecture, case studies, and guided discussion are regularly implemented throughout the program. In addition, practical applications, are prolific throughout the program. Knowledge based requirements, and concepts are addressed using traditional classroom instruction whilst solidified through application labs and performance-oriented evaluations. The MPBC is 70 instructional days and consists of 560 hours of instruction. The average number of students per iteration of the program is 75.

Tennessee Valley Authority, Police Annual In-Service Training Program

Mr. Lachance called upon Mr. Charles Lombard, Jr. to recognize the Tennessee Valley Authority, Police Annual In-Service Training Program for its first reaccreditation. The dates of the assessment were February 14 - 16, 2023 by means of a blended assessment (remote/Knoxville, TN), and the Team Leader was Rhonda Meehan, DCSA. The accreditation manager was Josh Coffman.

The purpose of the TPAISTP is to provide high quality training to agency personnel based on needs and or identified gaps in performance and or knowledge. This training includes but is not limited to law enforcement topical areas such as firearms, vehicle operations, marine operations, control tactics, and active threat. The TPAISTP is generally 5 instructional days and consists of 40 hours of instruction in whole, but individual blocks of instruction are typically split up throughout the year in most instances. The average number of students per iteration of the program is 10.

Department of Veterans Affairs, Law Enforcement Training Center, Instructor Development Course

Mr. Lachance called upon Mr. Keith Calloway to recognize the Department of Veterans Affairs, Law Enforcement Training Center, Instructor Development Course for its second reaccreditation. The dates of the assessment were December 13 - 15, 2022 by means of a blended assessment (remote/ Little Rock, AR), and the Team Leader was Stephen Golden, ICE. The accreditation manager was Al Lopez.

The purpose of the IDC is to meet the needs of the Department of Veterans Affairs, Police Services by providing students the basic skills necessary for recurring and basic instruction primarily to VA police officers and other VA personnel as needed. The IDC is 10 instructional days and consists of 80 hours of instruction. The average number of students per iteration of the program is 30-35.

Department of Veterans Affairs, Law Enforcement Training Center, Police Officer Standardized Training Course

Mr. Lachance called upon Ms. Stephanie Denton to recognize the Department of Veterans Affairs, Law Enforcement Training Center, Police Officer Standardized Training Course for its second reaccreditation. The dates of the assessment were February 7 - 9, 2023 by means of a blended assessment (remote/ Little Rock, AR), and the Team Leader was Molly Wankel, PhD, TSA. The accreditation manager was Al Lopez.

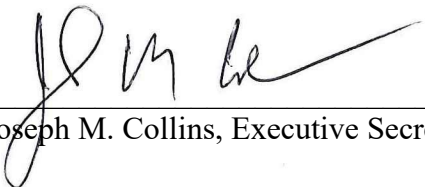
The purpose of the POSTC is to provide duly appointed VA Police Officers with a specialized orientation to agency law enforcement policies and procedures; training that will ensure the proper exercise of federal statutory law enforcement authority; and specialized training that will prepare them for situations that involve patients or persons of diminished capacity. Conceptually, this course is designed to provide police officers

with the knowledge, skills, and ability to blend their duties as law enforcement officers with the special needs of the public they serve. The POSTC is 40 instructional days and consists of 400 hours of instruction. The average number of students per iteration of the program is 60.

X. Closing Remarks and Adjournment

Ms. Payne thanked everyone for their support, including Board members, and distinguished guests. Special thanks to Mr. Collins and the OA staff for the “amazing work, professionalism, and dedication for making the FLETA Board meeting a total success!” Last, but not least, Ms. Payne thanked FLETC for their hospitality and support.

Ms. Payne asked for a motion to adjourn the meeting. Mr. Bennie Henderson made the motion, and Mr. Charles Lombard, Jr. seconded the motion. The motion carried unanimously, and the meeting adjourned at 09:55 a.m.

Report prepared by: 
Joseph M. Collins, Executive Secretary May 17, 2023
Date

Interim Approval: 
Sterling Payne, FLETA Chairperson _____ Date

Full Board Approval: **November 16, 2023**