

**MINUTES OF THE MARCH 2015 MEETING  
OF THE  
ADMINISTRATIVE RULES REVIEW COMMITTEE**

**Date of meeting:** The regular, statutory meeting of the Administrative Rules Review Committee (ARRC) was held on Friday, March 6, 2015, at 9 a.m. in Room 116, State Capitol, Des Moines, Iowa.

**Members present:** Representative Dawn Pettengill, Chair, and Senator Wally Horn, Vice Chair; Senators Mark Chelgren, Mark Costello, Thomas Courtney, and Pam Jochum; Representatives Lisa Heddens, Megan Jones, Rick Olson, and Guy Vander Linden were present.

**Also present:** Jack Ewing and Tim Reilly, Legal Counsel; Stephanie A. Hoff, Administrative Code Editor; Larry Johnson, Deputy Legal Counsel, Office of the Governor; fiscal staff; caucus staff; and other interested parties.

**Convened** Rep. Pettengill convened the meeting at 9:03 a.m.

**Motion** Sen. Chelgren moved that Sen. Horn be elected vice chair of the committee.

**Motion carried** Sen. Horn was unanimously elected vice chair of the committee.

**Fiscal overview** Beth Lenstra presented the LSA fiscal report.

**HUMAN SERVICES DEPARTMENT** Nancy Freudenberg and Chad Dahm represented the department.

**ARC 1850C** No action on amendments to chs 78 and 88 pertaining to the updating of references to the Diagnostic and Statistical Manual of Mental Disorders (DSM-5). At the request of Rep. Pettengill, Ms. Freudenberg will ask that Jennifer Harbison furnish the committee with the number of people receiving mental health services provided by the department in the past year.

**ARC 1852C** No action on 110.5(1)"a" relating to emergency contact information for child development homes. Ms. Freudenberg explained that this amendment follows up on a 70-day delay imposed by the committee at its October 2014 meeting. The amendment clarifies the requirements for contact information as requested by the committee.

**ARC 1863C** Proposed amendments to ch 110 related to child development homes pertain to safety standards, the prohibition from involvement in child care and the removal of an exception to a registration-related transition time period. In response to an inquiry from Rep. Jones, Mr. Dahm stated that the inclusion of tweezers in first-aid kits follows best practices and that the department will explore the use of disposable (one-time use) tweezers and report the findings to the committee. In reference to an inquiry from Rep. Pettengill regarding Item 4, Ms. Freudenberg and Mr. Dahm confirmed that a reference to the location of a child development home in a single-family residence is found in the Iowa Code.

**ARC 1862C** No questions on proposed amendments to ch 110, related to child development homes, that address documentation of medication administration, physical examination reports, provider qualifications and the limit of coproviders on a registration certificate.

**ARC 1851C** No action on amendments to 110.5(1)"r" regarding height requirements for fences enclosing swimming pools at child development homes.

Rep. Olson stated that 110.5(1)"r" addresses two types of pools, aboveground and inground, and suggested that it might instead be organized to address three types of pools: inflatable aboveground pools with a four-foot nonflammable perimeter fence; aboveground pools with four-foot metal sidewalls and a liner, a ladder that can be removed, and, in cities, a perimeter/privacy fence; and inground pools. In addition, Rep. Olson explained that the rule should clarify that a nonclimbable, four-foot fence would not need to be installed if there is an existing privacy fence. Sen. Courtney suggested that safety related to an aboveground pool with a deck also needs to be addressed. Sen. Chelgren inquired about whether 110.5(1)"r" is intended to address ponds that may exist on the property of a child development home.

In the interest of child safety, Rep. Olson stated a preference for allowing 110.5(1)"r" to become effective rather than to move a delay. Mr. Dahm agreed to review the rule, taking into consideration committee members' concerns.

**Human Services Department (continued)**

- ARC 1892C No action on amendments to 51.4(1), 51.7 and 52.1 pertaining to annual adjustments to payment levels of state supplementary assistance.
- ARC 1901C Proposed amendments to 78.13(3) relate to the nonemergency medical transportation (NEMT) program under Medicaid. Ms. Freudenberg clarified for Rep. Pettengill that the department is continuing with the current provider because of Medicaid modernization.
- ARC 1893C No action on amendments to chs 110 and 170 concerning notifications, provider agreements, sanctions and recoupment related to child development homes and child care assistance.
- ARC 1900C No questions on proposed amendments to 170.4(2)“a” pertaining to the child care assistance fee schedule.
- ARC 1894C No action on amendments to ch 187 concerning eligibility for aftercare services and the preparation for adult living (PAL) stipend.

**ATTORNEY GENERAL** Janelle Melohn and Donna Phillips represented the attorney general.

- ARC 1889C Proposed amendments to 9.50 to 9.57 and 9.59 to 9.65 pertain to the victim services support program. Ms. Melohn summarized the amendments, which update the rules to reflect current practice in the administration of the program.
- Reps. Pettengill and Jones questioned the change from “grant” to “support” in “victim services grant program,” the statutory name of the program. Rep. Pettengill stated that “victim services grant program” is statutory and should remain as is.
- In response to questions from Rep. Jones, Ms. Melohn clarified that services related to “crime investigation and prosecution,” a phrase found in the definition of “applicant,” are federally funded and refer to prosecutors statewide who address violence against women, and in 9.56(3), the phrase “other violent crimes” includes all crimes not listed in the definition and mirrors federal rules. Ms. Phillips stated that “public nonprofit” will be eliminated from the definition of “applicant” to mirror the language in the definition of “funded agency.”
- In response to an inquiry from Sen. Chelgren regarding due dates for submission of performance reports, Ms. Phillips stated that “shall” is changed to “may” to allow agencies flexibility related to errors resulting from delays caused by the online grants enterprise management system (GEMS). She added that an extension for good cause is included in the policy manual. Sen. Chelgren requested that “shall” be retained and that language from the policy manual be included in the rule to allow for good-cause extensions. Rep. Jones commended the addition in the rules of information about the policy manual.
- Sen. Courtney expressed appreciation to the crime victim assistance division for its thorough program reports as requested by the legislature. Sen. Chelgren and Rep. Pettengill echoed Sen. Courtney’s remarks. Reps. Pettengill and Jones commended the standardization of forms.

**COLLEGE STUDENT AID COMMISSION** Julie Leeper represented the commission.

- ARC 1869C No action on amendments to 6.3(1), 6.12 and 7.10 pertaining to the availability of records and an update of the commission address. Ms. Leeper clarified for Rep. Pettengill that the amendments ensure the confidentiality of all student records, including tax records that are part of an application.
- ARC 1870C No action on the rescissions of chs 10, 11, 15 and 19 regarding federal family education loan programs, the state of Iowa scholarship program, the Iowa guaranteed loan payment program and the accelerated career education grant program.
- ARC 1871C No action on an amendment to 23.1(1) concerning clarification of the definition of “financial need” under the skilled workforce shortage tuition grant program.

**CREDIT UNION DIVISION** JoAnn Johnson represented the division.

- ARC 1896C No action on ch 16 pertaining to mergers. Ms. Johnson stated that the purpose of the rules is to allow a credit union to spin off a branch or a well-defined segment of a credit union to another credit union rather than carrying out a full merger of two credit unions. According to Ms. Johnson, in the most likely spin-off scenario, a credit union would be able to sell the branch to another credit union rather than close the branch, thereby ensuring that the members would continue to receive local services.

## Credit Union Division (continued)

Ms. Johnson stated that the primary change from the Notice is that members of the credit union to be sold may remain members of the original credit union by opting out of the vote regarding the merger. She explained that if members opt out, they remain members of the original credit union even when the vote is affirmative and the member's branch is sold to another credit union. Rep. Pettengill stated that the changes have addressed the committee's concerns. Ms. Johnson stated that federal credit unions provide the spin-off option and added that the suggestions from the committee were very helpful to the review board in finalizing the rules.

In response to an inquiry from Sen. Chelgren, Ms. Johnson explained the outcome for a member who opts out of a vote to merge and for a member who votes against the merger but the merger is affirmed by majority vote. In addition, she clarified that prior to the vote, a member can decide to remain with the original credit union and retain an existing loan. Ms. Johnson clarified for Sen. Courtney that if a member chooses not to opt out, the member's existing loan is transferred to the new credit union as part of the assets that move with the merger. Sen. Courtney expressed confidence in the rule making based on the support of credit unions, the review board and the Iowa Credit Union League.

**ECONOMIC DEVELOPMENT AUTHORITY** Tim Whipple, Kristin Hanks-Bents and Nichole Hansen represented the authority.

ARC 1872C No questions on the termination of proposed amendments to ch 42 pertaining to the Iowa tourism grant program eligibility, application scoring, and administration.

ARC 1890C Proposed amendments to chs 23, 173 and 174 concern the community development block grant (CDBG) program. Mr. Whipple explained that the amendments update the rules to better conform Iowa's CDBG program to the planning and programming requirements of the U.S. Department of Housing and Urban Development (HUD) and stated that the annual action plan may be accessed on the authority's Web site.

Ms. Hansen stated, in response to an inquiry from Rep. Pettengill, that although Iowa's allocation of CDBG funds from HUD varies from year to year, the current allocation is \$21.4 million. In response to questions from Sen. Horn, Ms. Hansen stated that the CDBG allocation is determined by a complex formula which includes a variety of factors such as population, poverty levels and age of housing stock; that Iowa receives its fair share of CDBG funds and, despite a 25 to 30 percent decrease in the allocation for the past seven years, the allocation has remained steady over the past three years; and that the formula is established by and any redistribution could only be made by HUD. In response to questions from Sen. Chelgren about terminology, Mr. Whipple explained that the amendments to the term "career link," which related to a state program in the term's use of "the working poor and underemployed Iowans," incorporate the HUD term "low- and moderate-income persons" to standardize to the federal definition. In addition, Mr. Whipple explained that the term "quality jobs program" will be removed since there are no longer agreements in place to which this term applies after this CDBG program ceased operation.

**EDUCATIONAL EXAMINERS BOARD** Darcy Lane and Mike Cavin represented the board. Other interested parties included Carl Smith of Iowa State University and Karin Strohmeyer of Buena Vista University (BVU).

ARC 1878C No action on amendments to 13.17(4) concerning the military exchange license, including military education, training, and service credit.

ARC 1884C Amendments to 14.2 pertain to special education endorsements. Ms. Lane summarized the procedural history of the rule making and explained that, due to public comment, the board did not adopt the proposed amendments to the current instructional strategist I and II endorsements and made the K-12 special education endorsement to which specializations may be added an option rather than a requirement.

Mr. Cavin clarified for Rep. Heddens that the new K-12 endorsement would qualify a teacher to work with students who have a variety of special needs, would provide an avenue for specialization in special education and would allow for more efficient licensure of out-of-state candidates who have K-12 special education licensure.

Educational Examiners Board (continued)

Mr. Cavin also clarified that a holder of the K-12 special education endorsement may add but is not required to add special education specializations that include intellectual disabilities, autism spectrum disorders, behavioral/emotional disorders, multiple disabilities, physical disabilities and learning disabilities. Mr. Cavin stated that many comments in opposition to the new endorsement had been received from institutions of higher education and that some of the comments suggested that individuals pursue the specializations at the graduate level.

Discussion in general pertained to the new K-12 special education endorsement and optional special education specializations versus the existing instructional strategist I and II endorsements and to related issues. Committee members inquired about whether the rule had been sufficiently vetted, whether the current system for training special education teachers and providing special education instruction is viable, the rigor and depth of preparation required by the rule and the clarity of the language in the rule, and whether there are alternatives to the new special education endorsement and specializations. Mr. Smith and Ms. Strohmyer made presentations and responded to committee members' questions.

Mr. Smith expressed appreciation for the changes to the Noticed rule but stated that he has consistent, serious concerns about the granting of a generic special education-only endorsement. He stated that special needs students benefit when teachers are trained in the general education curriculum and in developmentally appropriate strategies to assist special needs students in accessing that curriculum but that very few school districts provide special needs students with a continuum of services based on the severity of students' disabilities. He expressed concern that the preparation for the K-12 special education endorsement is not sufficient to enable a teacher to serve a variety of special needs students within a single classroom and pointed out that the specializations are optional. In addition to these concerns, he asserted that there are significant system-related issues in special education instruction that go beyond teacher preparation, and he relayed the faculty's concern regarding the qualifications to adequately prepare prospective teachers for the K-12 special education endorsement.

Ms. Strohmyer expressed support for the K-12 special education endorsement, noting that she had initially opposed it. Indicating that BVU is developing a preparation program to implement the endorsement, she stated that the endorsement allows prospective special education teachers to meet requirements for general education and to focus on strategies that address a variety of disabilities. Ms. Strohmyer emphasized that the K-12 special education endorsement sets forth expectations for the exposure of prospective teachers to general education, for example, in elementary literacy and elementary mathematics, and for exposure to the variety of learners' special needs. She added that the language of the rule might be expanded to reflect the depth of the requirements. She emphasized the importance of the development of co-teaching skills in the application of instructional strategies during the teacher preparation process and of increased opportunities for professional development on the job. Ms. Strohmyer expressed support for retaining the existing instructional strategist I and II endorsements not only to prepare teachers to meet the needs of special education students in general education classes but also to address the shortage of special education teachers. She emphasized that collaboration among the board, institutions of higher education, area education agencies, school districts and parents is essential to improve instruction in special education.

Mr. Johnson stated that the rule is a good first step and encouraged the continued collaboration of interested parties. Ms. Lane verified for Sen. Chelgren that because no one yet holds this new endorsement, a session delay would not have any impact on current licenses. Mr. Ewing pointed out that the delay could be lifted by the committee before the adjournment of the 2016 General Assembly.

Motion to delay  
Motion carried

Rep. Heddens moved a session delay on 14.2(10) and 14.2(11).

The motion carried. [Note: Because the session delay has occurred during the 2015 General Assembly, it will not expire until the adjournment of the 2016 General Assembly.]

**EDUCATION DEPARTMENT** Phil Wise, Nicole Proesch, Marietta Rives, Jeff Berger and Kent Farber represented the department.

ARC 1879C No questions on proposed amendments to 21.2 pertaining to a technical specialty component of diploma and certificate programs, residency determinations, and tuition rates for community colleges.

ARC 1875C No action on amendments to ch 25 regarding the pathways for academic career and employment (PACE) program and the gap tuition assistance program. In response to an inquiry from Rep. Pettengill, Mr. Farber explained that when the PACE and gap tuition assistance program legislation was enacted five years ago, there was no allocation; that in 2013, there was a direct appropriation for the gap tuition assistance program; and that in 2014, there was a direct appropriation for each program. In addition, Mr. Farber stated that pathway navigators assist students to find resources, such as transportation and child care.

ARC 1880C Proposed ch 80 pertains to standards for paraeducator preparation programs. In response to concerns expressed by Sen. Horn regarding standards for instruction, Ms. Rives explained the requirements for paraeducators, including a 90-hour course. In addition, Ms. Proesch stated that paraeducators assist and are supervised by licensed teachers and that the rules are intended to set equivalent standards for all paraeducators.

ARC 1881C Proposed amendments to ch 98 concern financial management of categorical funding. Mr. Berger stated that the amendments are the result of a periodic review of the rules. In response to an inquiry from Rep. Pettengill, Mr. Berger stated that the purchase of wireless systems for school buses would be allowed under physical plant and equipment levy (PEPL) funds and that the use of the funds would be a local decision. He also clarified that regarding asbestos abatement, the school budget review committee (SBRC) is authorized to ensure that funds are used only for that purpose. In response to a question from Sen. Courtney regarding Item 3, Mr. Berger clarified that 2013 legislation allows permissive use by local school districts of categorical funding for home school assistance, such as student transportation exclusively for home-school assistance program-approved field trips and other educational activities.

**ENGINEERING AND LAND SURVEYING EXAMINING BOARD** Bob Lampe represented the board.

ARC 1886C No questions on proposed amendments to 7.3(2) and 9.3 pertaining to professional development hours and grounds for discipline.

**ENVIRONMENTAL PROTECTION COMMISSION** Matt Dvorak, Jon Tack and Joe Griffin represented the commission.

ARC 1877C Proposed amendments to 61.3(5) pertain to surface water classifications. In response to an inquiry from Sen. Chelgren, Mr. Dvorak will verify the accuracy of the aquatic stream segment length of 0.03 for Unnamed Creek, UAA ID 1412, in the Skunk basin. Mr. Tack clarified for Sen. Courtney how the length of a stream is determined.

ARC 1873C An amendment to 64.15(2) concerning NPDES general permit no. 2 relates to topsoil preservation at construction sites. In response to an inquiry from Sen. Jochum regarding the development of the rules, Mr. Dvorak stated that the EO 80 stakeholder group, comprised of four builders/developers, two soil conservationists and one member of the commission, developed its rules of procedure and voted seven to two in favor of the amendments. In addition, three widely publicized public hearings will be held to receive public comment. In response to an inquiry from Rep. Jones, Mr. Dvorak stated that the location of the hearings, in Cedar Rapids, Davenport and Des Moines, was an internal department decision. Rep. Jones expressed disappointment that no hearings will be held in the western half of the state.

**INSPECTIONS AND APPEALS DEPARTMENT** David Werning and Steve Mandernach represented the department.

ARC 1861C Proposed amendments to 31.1 and 31.2(9) pertain to inspection standards for food establishments and food processing plants. In response to an inquiry from Sen. Horn, Mr. Mandernach stated that for retail establishments, the model for the rules is the retail food code and, for food processing, the model is the federal regulations.

ARC 1860C No questions on proposed amendments to chs 68 to 70 related to change of ownership or program manager and application for certification for elder group homes, assisted living programs and adult day services.

**Inspections and Appeals Department (continued)**

ARC 1858C Proposed amendments to ch 103 pertain to bingo. Mr. Mandernach will verify for Rep. Jones whether the language of 103.3(3)"c" is statutory. Sen. Jochum commended Mr. Mandernach for responding to the concerns of many nonprofit bingo operators at a fall 2014 public meeting in Dubuque.

ARC 1859C Proposed amendments to chs 104 and 105 pertain to amusement devices. In response to an inquiry from Sen. Horn, Mr. Mandernach stated that the increase in the award amount from \$5 to \$50 is statutory. Mr. Mandernach will verify for Rep. Jones whether the amended definition of "amusement device registration availability" in 105.1 should include video as in 104.2"1" and whether the language in the definition is statutory.

**INSURANCE DIVISION** Kim Cross and Rosanne Mead represented the division. Other interested parties included Scott Sundstrom of the Iowa Federation of Insurers.

ARC 1843C No action on amendments to 43.3(5) pertaining to the delayed effective date for using the 2012 IAR mortality table in individual annuity and pure endowment contracts.

Mr. Sundstrom expressed support for the amendments and stated that the delayed effective date will be helpful to insurers as they transition to the 2012 IAR mortality table.

ARC 1844C No action on amendments to ch 45 regarding insurance holding company systems. Mr. Sundstrom expressed support for the amendments, which implement 2014 legislative changes regarding insurance holding company systems.

ARC 1888C No questions on proposed amendments to chs 100 to 105 and the rescission of ch 106 relating to sales of cemetery merchandise, funeral merchandise and funeral services.

**IOWA FINANCE AUTHORITY** Mark Thompson represented the authority.

ARC 1845C No action on amendments to 10.2 and 10.4 pertaining to fees charged for the issuance of mortgage credit certificates.

ARC 1855C No questions on a proposed amendment to the implementation sentence for ch 15, purchasing.

ARC 1856C No questions on proposed amendments to ch 23, transitional housing revolving loan program, to update internal references and the implementation sentence.

ARC 1866C No questions on a proposed amendment to the implementation sentence for ch 26, water pollution control works and drinking water facilities financing.

ARC 1854C No action on amendments to ch 27 pertaining to the military home ownership assistance program. At the request of Sen. Courtney, Mr. Thompson will provide the committee with information about home ownership assistance that other states provide to veterans.

ARC 1865C No questions on proposed amendments to ch 29, jump-start housing assistance program, to update an internal reference and the implementation sentence.

ARC 1864C No questions on proposed amendments to ch 31, counsel on homelessness, to update an internal reference and the implementation sentence.

ARC 1906C No questions on proposed amendments to ch 33, water quality financial assistance program, to update references and the implementation sentence.

ARC 1907C No questions on the proposed rescission of ch 35, affordable housing assistance grant fund.

ARC 1903C No questions on proposed amendments to ch 43, community housing and services for persons with disabilities revolving loan program, to update references and the implementation sentence.

ARC 1905C No questions on proposed amendments to ch 44, Iowa agricultural development division, to update references and the implementation sentence.

**IOWA PUBLIC EMPLOYEES' RETIREMENT SYSTEM** Donna Mueller represented IPERS.

ARC 1887C No action on amendments to chs 4, 8, 9, 11 to 14, 16 and 17 pertaining to contribution rates; protected occupations; service purchases; benefits, including death and disability; overpayments; reporting; domestic relations orders; and records. Regarding 14.4 in Item 38, Rep. Jones inquired about whether the word "copy" in the phrase "a copy of the member's death certificate" means a certified copy, noting that the copying of death certificates is illegal, and explained that proposed House File 23 would allow the copying of death certificates and other vital records.

Iowa Public Employees' Retirement System (continued)

In response, Ms. Mueller stated that she will look into the effect of the proposed legislation on the current IPERS practice of imaging death certificates and will include the information in IPERS' internal business rules.

Ms. Mueller expressed appreciation to LSA for tweeting the progress of the committee's meetings to enable on-time arrival by agency representatives.

**LABOR SERVICES DIVISION** Kathleen Uehling represented the division.

ARC 1849C No questions on proposed amendments to chs 71 to 73 pertaining to conveyance safety programs.

ARC 1853C No questions on proposed 72.26 and 72.27 regarding child safety guards. Ms. Uehling stated that to maintain reasonable costs for building owners, staff intend to recommend to the board that an exception to the alteration permit fee be created in the adopted rules. The exception would apply if the installation of safety devices, i.e., light curtains, to prevent child entrapment is the only alteration to the elevator.

ARC 1891C No action on amendments to 72.10 and 73.1 concerning adoption by reference of ASME A17.3 (2011) with certain exceptions for elevators. Ms. Uehling clarified for Sen. Chelgren the regulation governing the installation of an antique elevator in a single-family dwelling.

**PUBLIC SAFETY DEPARTMENT** Roxann Ryan represented the department.

ARC 1868C No action on amendments to ch 226 regarding liquefied petroleum gas standards related to fire safety. Ms. Ryan clarified for Sen. Horn that the rules pertain to storage tanks, not to pipelines.

ARC 1867C No action on ch 506, military service and veteran reciprocity.

**REVENUE DEPARTMENT** Victoria Daniels represented the department.

ARC 1857C No questions on proposed amendments to 42.41 and 52.39 pertaining to the redevelopment tax credit program for brownfield and grayfield sites. Ms. Daniels stated that the department intends to add reporting requirements for transferees of tax credits to other rules regarding tax credits.

ARC 1883C No action on amendments to 49.5(1) regarding the removal of the requirement that the department mail a preaddressed estimate tax form to all resident taxpayers who filed an estimate tax form in the prior year.

**TRANSPORTATION DEPARTMENT** Tracy George and Tim Crouch represented the department.

ARC 1846C No action on amendments to 13.10 pertaining to retention of contested case records.

ARC 1885C No questions on proposed amendments to chs 130 and 131 regarding the update of the signing manual related to the 2009 MUTCD with Revisions 1 and 2 and the naming of bridges on primary highways and other technical sign-related changes.

**UTILITIES DIVISION** Cecil Wright and Mary Whitman represented the division.

ARC 1848C Proposed amendments to 21.4 pertain to the disconnection of public water utility service for failure to pay sewer, wastewater, or storm drainage bills. In response to an inquiry from Sen. Chelgren, Mr. Wright explained the process by which notice is given and the water service disconnected, including involvement by the utility, the landlord and the tenant. Mr. Wright will provide Sen. Chelgren with the existing rule language that requires the landlord to be informed of the disconnection of service if the tenant is the customer of record. In response to Sen. Horn's inquiry, Mr. Wright explained that in addition to the fees for turning water service off and on, the board's rules do not require the assessment of a penalty to the customer of record; however, city utilities may have their own rules regarding penalties. Rep. Pettengill expressed concern regarding the stakeholder group process, in lieu of legislation that could be proposed to initiate stakeholder groups, and regarding the stakeholder group initiating this rule making that had only one member representing the public. Mr. Wright explained that the board considered customers' comments and incorporated changes in the rules regarding cost concerns.

ARC 1899C No action on amendments to 1.9(5)"c" and ch 39 pertaining to eligibility, certification and reporting requirements for eligible telecommunications carriers and to related confidentiality provisions.

March 6, 2015

**VOLUNTEER SERVICE, IOWA COMMISSION ON** Adam Lounsbury represented the commission.

ARC 1882C No action on amendments to ch 7 regarding the retired and senior volunteer program (RSVP).

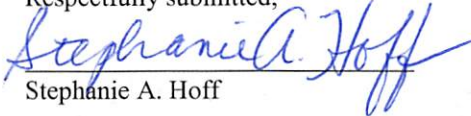
**Committee business** The minutes of the February 6, 2015, meeting were approved.

The next meeting was scheduled for Friday, April 10, 2015, at 9 a.m.

Mr. Ewing summarized the amendments to the committee rules of procedure that include the determination of a quorum, the date of regular committee meetings during session and during the interim, and the handling of oral public comments. Sen. Courtney moved the adoption of the amendments, which were unanimously approved.


Adjourned The meeting was adjourned at 12:30 p.m.

Respectfully submitted,

  
Stephanie A. Hoff

APPROVED:

  
Chair Dawn Pettengill

  
Vice Chair Wally Horn