

CITY OF NEWTON

IN BOARD OF ALDERMEN

PROGRAMS AND SERVICES COMMITTEE REPORT

WEDNESDAY, MARCH 5, 2014

Present: Ald. Sangiolo (Chairman), Rice, Blazar, Leary, Hess-Mahan, Norton, Baker and Kalis
Also Present: Dori Zaleznik (Commissioner, Health and Human Services), Teresa Kett (Public Health Program Specialist), Aimee Sullivan, (Standards Coordinator), Marie Lawlor (Assistant City Solicitor), Rob Gerrity (Sustainability Director), Karyn Dean (Committee Clerk)

#59-14 ALD. HESS-MAHAN AND BLAZAR requesting discussion with the Executive Department and the Health Care Advisory Committee concerning plans to implement recommendations contained in the First Report of the Health Care Advisory Committee to control the cost of health insurance while improving or maintaining the quality of care. [02/18/14 @ 6:39 PM]

ACTION: **HELD 7-0 (Ald. Kalis not voting)**

NOTE: Ald. Blazar docketed this item as he felt the Health Care Advisory Committee (HCAC) report was substantial and informative. He was concerned that he has not seen any movement by either the Administration or the Board on the proposed recommendations, of which there were many. Ald. Johnson had made a suggestion that the recommendations be prioritized and that the top few be addressed. Ald. Sangiolo noted that the Administration had been invited for the discussion. They declined, however, as they have just started their negotiations with the unions and felt it was inappropriate to have the discussion at this time. Ald. Blazar was disappointed in that response and had hoped that the recommendations from the report would have been incorporated into the union discussions. Ald. Hess-Mahan felt that many of the recommendations had little or nothing to do with collective bargaining and could have been discussed by the Administration. He would have liked to know which of the recommendations they were interested in implementing.

John Freedman, Chairman of the HCAC joined the discussion. He introduced committee members Bruce Landon, Dean Hashimoto, Kris Apgar and Bill Brandel. Dr. Freedman said the HCAC would very much like to see the recommendations in the report go into effect. Although they felt all the recommendations addressed very important issues, it was fair to say that some have greater priority than others.

Data Tracking

The recommendation that stands out as perhaps the top priority is that the City have a more formalized process of tracking the data of healthcare including areas such as coverage, utilization rates, etc. These data are necessary to make sensible policy. Former Ald. Linsky asked what processes need to be put in place in order to collect the data. Dr. Freedman said the committee laid out what data was necessary but they did not have recommendations as to what the City should do to create the structure to collect it. He noted that the Human Resources Department

was going through a difficult transition at the time they asked for the data, but it was unclear whether the data were not available or if that the right personnel were not there to retrieve it.

In making the report, the HCAC created a series of baseline data that can be carried forward, so the collation has started and gives the Administration a solid place from which to build. Dr. Freedman noted that the HCAC struggled with the healthcare providers themselves to retrieve data. It did not appear that they were reticent to provide it, just that they were not tracking the information they were looking for in any organized way.

Re-Procurement

Bruce Landon noted that there has not been a major re-procurement of healthcare vendors in about 10 years. It would make sense to look at that in the process. John Freedman explained that technically, the City re-procures vendors each year in that they renew the contracts. However, there has not been a real, formal request for proposals with a thorough vetting and putting out to open bid in a decade or more. That is a time consuming process but it does need to be done from time to time. It was suggested that any re-procurement should include a set of expectations and some service level guarantees to providers that they track and report necessary data at set intervals.

Policy Choices

Ald. Hess-Mahan said there were policy issues as well that needed to be addressed relative to conditions under which providers deliver insurance and what the payment arrangements might be. He asked if there were any ways the City could be proactive in terms of finding a model for dealing with Tufts and Harvard Pilgrim in that regard. Dr. Freedman said the HCAC looked at the City's healthcare model with perspective as the City does not have sufficient leverage to drive Tufts or Harvard Pilgrim to change how they are doing business. What the City can do is decide what choices it will make in terms of expanding or retreating from wellness programs, disease managements programs, and particulars of benefit design. These are all trade-offs that have to be discussed with the employees. Ald. Hess-Mahan wondered if a whole new model should be explored such as going to the GIC. He felt the report was very helpful in identifying the levers that can be pulled in order to achieve better control of costs. He would really like the City to be more proactive at looking at these options.

Going Forward

Committee members asked what the Board actions should be going forward. Former Ald. Linsky said a high quality report was generated with the available data. It was pointed out in the report that some recommendations may be further informed by more data and perhaps there should be an item put forward to find a way to retrieve that data. He also said that the recommendations should not be put on hold due to collective bargaining because the report was supposed to inform the City and the union representatives to possibilities and solutions as their interests are aligned. Also, retiree costs are supposed to be reserved for the future and that needs to be addressed.

Former Ald. Linsky pointed out that a template has been generated in this report to go forward with the recommendations. The Executive Office does collective bargaining and the Board votes on the funding only, not on the agreement. Dr. Freedman said that if the City hires a health benefits consultant, that consultant could put together an RFP using their own experience and the

template provided in the report. A Resolution could be offered to the Mayor to take action to do that if that is what the Board decides.

It was suggested that the Administration be made aware that there is still great interest in seeing the work of the HCAC carried forward. The problem is the Board does not know where the Administration stands at this point and until that is known, a Resolution be difficult to develop. Several Committee members felt they could look at the top two priorities (data collection and re-procurement) as reported in this discussion and put them into a Resolution to the Mayor. The Committee did not want the work of the HCAC to languish.

Action Items

Ald. Sangiolo would like to docketers of the item to meet with the Administration and let them know the sentiment of the Committee. She would then like them to take the outcome of that discussion to the HCAC and work with them on a workable Resolution. Ald. Sangiolo wanted this to be a collaborative process with the Administration.

The Committee voted to hold this item.

#60-14 HIS HONOR THE MAYOR, HEALTH AND HUMAN SERVICES COMMISSIONER ZALEZNIK, ALD. RICE, SCHWARTZ, LEARY, HARNEY AND DANBERG proposing amendments to Chapter 20 to include and regulate nicotine delivery products (such as e-cigarettes) in the same manner as tobacco products; to prohibit use of nicotine delivery products in places where use of tobacco products is prohibited; to regulate the sale of tobacco products and nicotine delivery products contain flavoring other than regular or menthol; to increase the minimum age for purchasing tobacco and nicotine delivery products to 21; to further regulate signage; and to regulate minimum cigar pricing and packaging, blunt wrappers and roll-your-own machines. [02/24/14 @ 4:53 PM]

ACTION: **HELD 7-0 (Ald. Baker not voting)**

NOTE: Commissioner of Health and Human Services, Dori Zaleznik, addressed the Committee. She began by introducing individuals who worked on putting together the information on this item: Marie Lawlor, Assistant City Solicitor; Theresa Kett, the City's Public Health Program Specialist; BJ Wilson, Tobacco Control Director and Public Health Liaison for the MMA; Wesley Chin, Tobacco Control Coordinator for Newton Brookline Watertown Belmont Arlington collaborative grant on tobacco issues; and Brenda Mulligan, representing the Health Advisory Council. Commissioner Zaleznik explained that the work on this issue began in the Health Advisory Council more than a year ago. There was an explicit conversation about how to keep tobacco and nicotine addiction away from children for as long as possible, ideally until they reach a more mature age. Everything that is being proposed has that intent in mind. A draft ordinance was attached to the agenda.

Much of the language has been taken from regulations that have been passed in other communities and some of the language has already passed court challenges in Rhode Island. Many communities in the area have instituted regulations. Commissioner Zaleznik is approaching this through an ordinance because Newton has traditionally handled these issues in

that manner, however, this could be handled through regulations from the Health Department if that is determined to be the better route.

The Health Advisory Council (HAC) had 3 meetings in 2013 and included participation with kids, many of whom were part of an anti-smoking group. They also met with other members of the community to vet their ideas for this ordinance and the feedback led to the item being docketed.

Commissioner Zaleznik presented a PowerPoint which was attached to the agenda. Please refer to that for even more detail.

She explained that the proposal includes prohibiting sale of e-cigs and nicotine delivery products from places where a healthcare provider works such as a pharmacy. Newton currently has that prohibition in place for tobacco products.

The ordinance would also eliminate flavored tobacco products and flavored e-cigarettes (e-cigs) from stores that sell more than tobacco/e-cig items. There is an exemption for stores that are called "Retail Tobacco Stores" or "Retail Nicotine Delivery Products Stores". If nothing else is sold except these products, the store is exempt from the flavored products ban. Signs are on the doors of the retail tobacco establishment that prohibit those under 18 years of age from entering. Obviously, convenience stores, for example, can not prohibit those under 18 years of age from entering and wouldn't want to.

Both Newton high schools have expressed concern that there is a fair amount of experimentation going on with e-cigs and asked her if there was something that could be done. Tobacco companies are doing a tremendous amount of marketing glamorizing e-cigs and their use and using flavorings and packaging to entice younger people. The Newton risk survey has shown that the number of kids smoking has been trending down, but the data on health risks for those who start smoking earlier are much higher than those who start later. The recommendation of the HAC is to raise the minimum purchase age from 18 to 21. This lessens the chance of older students procuring these products for the younger students as 18-year olds are in still in the high school environment, but 21-year olds are not.

The other recommendations were to include cessation signs requirements, minimum cigar package size and price, ban blunt wraps and non-residential roll-your-own machines.

Newton would not be a pioneer in these measures. Twelve other Massachusetts communities have raised the minimum age to 19 and 21. The other four towns in the collaborative with Newton have raised the age already. Regulations exist in 100 other communities; 41 have minimum cigar pricing; and 53 have a blunt wrap ban.

Commissioner Zaleznik added that compliance checks were eliminated in Newton in 2009 due to reduced funding and resumed in 2013 with a grant from Mass DPH. Compliance checks for underage sales showed 3 violations at retail establishments each in FY12 and FY13 and, so far for FY14 there have been 6 violations. Compliance checks are conducted once a year at about 40 establishments. The Commissioner's goal is 100% compliance.

Committee Comments and Questions

(Note: "Smoking" an e-cig is often called "vaping" and users call themselves "vapers")

A Committee member asked about the signage on tobacco stores. Commissioner Zaleznik said that the signage helps quite a bit in keeping underage buyers out of the stores, but compliance checks have shown that is not always the case.

There was an opinion in Committee that e-cigs were a safer alternative to tobacco. Commissioner Zaleznik said that e-cigs may be safer than tobacco, but there was a time when no one thought tobacco was unsafe. The nicotine is what creates the repeat user as it is addictive. E-cigs can contain nicotine and even with "vaping", materials are being inhaled into lungs and there may be some health consequences to that that are unknown at this point. Delaying addiction to nicotine as long as possible is the goal of this ordinance whether by e-cigs or by tobacco products.

A Committee member thought the FDA has said the e-cigs manufacturers cannot claim that their products have any health benefits. There was concern in Committee that they don't really know enough about the products. Not all the "vape" products are nicotine delivery products – some do not contain nicotine.

There was a question about the pricing on cigars. Commissioner Zaleznik said that there is minimum pricing being set. They don't want individual cigars being sold for 49 cents. The higher priced cigars that are typically bought by adults would not be affected as they would be above the minimum pricing requirement.

A Committee member wondered if this ordinance might increase the number of designated tobacco only stores since they would be the only one's allowed to sell the flavored products.

There was a discussion about at what age a person becomes and "adult". An 18-year old can enlist in the armed services and risk their lives in a war, but would not be considered responsible enough to decide to purchase a tobacco product. That seemed illogical. Commissioner Zaleznik said that argument did not ring true with the particular group of kids she was working with. It did not have the resonance she expected it to have. In fact, the biggest point of debate has been around the other regulations of e-cigs and not raising the overall purchase age. Some Committee members felt that younger kids would still be able to get e-cigs or cigarettes even with the increased minimum age and that it would not be much of a deterrent. Other Committee members felt it was an excellent idea and any barrier that might deter kids from smoking as long as possible would be welcome.

Some thought was given to phases in the age increase over a couple of years. Commissioner Zaleznik said that checking an ID at 21 is much easier than other ages because the Massachusetts license format changes from vertical to horizontal. The HAC was concerned about the 18 year old who is nicotine addicted now and the age changes to 21. The Commissioner was hoping to offer some robust smoking cessation programs to try to help them quit

Committee members asked if the compliance checks could go on without the grant money. Commissioner Zaleznik said that would be unlikely. She mentioned that one of the other big efforts with the grant money is to create smoke-free housing. Upon request from many of the HUD funded housing units in Newton, smoke-free housing has been created. There was a year's time to get people adjusted and move if necessary but that all settled out in the summer.

Committee members mentioned seeing some ads online and they seem clearly targeted towards younger people. The argument that vaping helps people quit smoking tobacco may be true, but it is also being made clear that younger people are vaping and getting addicted to nicotine as well. The allure of the e-cig is getting more popular and kids think they look "cool" and are picking them up in higher and higher numbers.

It was pointed out in Committee that Newton would be joining a movement that is well underway and is not breaking any new ground.

Ald. Schwartz had heard that if one does not start smoking by 19, there is a 90% chance it won't happen at all. Delaying the age of initiation would be very helpful in keeping more people from picking up the habit. Ald. Schwartz is a physician and he said the concern in the medical community is that the long-term effects of e-cigs is unknown – nicotine or not.

Flavorings could certainly appeal to adults but it was felt they were much more attractive to younger people.

It was asked if the non-nicotine e-cigs would be included in this ordinance. Commissioner Zaleznik said she would look into clarifying that and perhaps change the language if necessary.

BJ Wilson, Tobacco Control Director and Public Health Liaison for the MMA said that Providence, RI passed a city ordinance very similar to this proposed ordinance. The city was sued and the case went to Federal Court and the Federal Court of Appeals. Providence won at both levels. The MMA did not want any municipality in Massachusetts to attempt this until the outcome of the RI lawsuits were decided. An appeal to the US Supreme Court may be in the works. The deadline to file has passed but they have asked for an extension. The Newton ordinance is following the Providence ordinance very carefully. The ordinance under consideration is allowing flavored e-cig products in adult-only stores which is more lenient than the federal government which banned all flavored tobacco cigarettes except for menthol.

Theresa Kett of the Health and Human Services Department said she has received many phone calls and emails on this issue. Most of the comments were relative to the flavoring. Very few were concerned with raising the age to 21. Her department sent a letter to the Newton/Needham Chamber of Commerce so the Newton businesses would be aware of this.

Public Comment

Jen Borucki, Arlington, said that Arlington just raised the age to 21 for tobacco products and it does include e-cigs. She said most "vapers" do not oppose raising the age and they are not opposed to regulations. The OMB denied the 2013 FDA recommendations of regulations as too strict. She said the FDA report from 2013 supports dual use, flavors and harm reduction. She

felt e-cigs were in line with all of these. She believes that if Newton puts a ban on the flavors, the federal government may undue those restrictions in the near future. The three big tobacco companies are not making flavored e-cig other than tobacco flavored and menthol flavored. (As a note, the only flavored tobacco the US can sell is menthol.) She said the only reason the big tobacco companies are now getting into the e-cig business is that it all began without their involvement at all and now they are trying to get in the game to get back the customers they have lost to e-cigs. They had nothing to do with e-cigs or flavors for e-cigs. She was concerned that for those who are trying to quit tobacco, having limited access to the flavored products could be an obstacle to staying off tobacco. These products help keep people from smoking tobacco which is much more dangerous to one's health.

Cigar Store Owner, Newton did not want the age raised to 21. He felt they are old enough at 18 to make their own decisions and if they are able to go to war, they should be able to buy tobacco products. Nobody wants to try to get those under 18 to smoke. But kids who want to smoke will still find a way to get cigarettes. Also, he felt that blunt wrappers should be banned because they are only used for rolling pot. He gets calls all the time for things like salvia and he thinks the City should try to control those kinds of hallucinating drugs. He wants to minimize the scope of control.

Eileen Krakowski, West Newton, said she had to go through rigorous training to help people stop smoking as a nurse practitioner. She learned that there are other chemicals in tobacco that are addictive other than nicotine. She does not trust e-cigs as there could be more addictive qualities in them they perhaps they are aware of. She is in favor of regulations.

Steve Ryan, New England Convenience Store Association said his members are committed to following the rules. The inspections that have been done in Newton showed a 98% compliance rate with inspections. Cigar pack restrictions seem illogical to him. It basically forces people to buy more cigars with the intended consequence that they will smoke less. If people buy two cigars they are going to smoke two cigars. The flavorings are important for the convenience stores. Individuals have the right to choose what they want and adults do like flavors. There are vodkas now that have flavors like whipped cream and they are popular. National data shows the average convenience stores make a pre-tax profit of just \$47K a year. Taking a popular product out of their store, especially a tobacco product will be detrimental. Tobacco makes up about 30-40% of their sales. This measure will significantly impact their ability to stay in business. Raising the age to 21 should address the issue of access and products should not be taken off the shelves.

David Bershada, Owner of *Vape Daddy's*, Newton said he liked bubble gum and he is 54 years old. The flavors are not just for kids. He started smoking when he was 12 and he said kids are going to get their hands on tobacco. If the age goes up to 21 for tobacco, e-cigs would be a good alternative for the 18+ customers. Nicotine is very addictive, but it is not a carcinogen. If the only place the flavored e-cigs can be sold is in the one designated store in Newton, and the age is raised to 21, then he is afraid kids will start going back to cigarettes. There are non-nicotine e-cigs and he sold an 18-year old a vaporizer and advised him to get the non-nicotine products since he was not a smoker. He is not interested in getting anybody hooked on nicotine. Mr. Bershada's partner mentioned that several parents of 17-year olds have come in to buy e-cigs for

them to try to get them off the cigarettes. She said it puts her in a very awkward position because she understands the parent is trying to help their child move to a less dangerous product, but she wasn't sure if they could sell to that parent. The child is not allowed in the store, but if the parent expresses that they are buying it for their underage child, are they allowed to sell to them. Ald. Sangiolo said she would try to find out the answer to that and perhaps address that in the ordinance.

James said he is 38 years old and has been vaping for 3 years. He used to smoke a pack and a half a day since he was 15 years old. He said that the flavorings are very attractive to adults. When a person starts vaping and stops smoking, the sense of taste and smell come back. The flavorings take the place of the flavor of burning tobacco. That burning tobacco flavor cannot be replicated so the flavors that they never thought they would like or try keep them off tobacco and feeds their senses.

Highlander Farm owner, he said he is on the border of other towns so raising the age in Newton to 21 would cost him customers. They could easily go to one of the bordering towns with their business.

William McGonagle said he objects to the minimum age being raised because customers will go to Waltham and hurt the local businesses.

Follow Up

Ald. Sangiolo closed the public comment portion of the meeting. The Committee would like to put this back on the agenda after they have time to absorb the comments and decide if there should be any further amendments to the draft ordinance. The Chairman asked that any further comments be submitted to the Committee Clerk.

The Committee voted to hold this item.

#254-12(2) THE PROGRAMS & SERVICES COMMITTEE recommending an ordinance to ban single-use plastic bags at certain retail establishments in the City of Newton.
[01/10/14 @ 3:36 PM]

ACTION: **HELD 7-0 (Ald. Baker not voting)**

NOTE: The Committee has discussed this item several times. Ald. Hess-Mahan reminded the Committee that at the last discussion, they reviewed the draft ordinance from Cambridge on this issue. He worked with the Law Department to adapt the Cambridge ordinance for Newton and it was included with the agenda. He asked the Committee for their comments on the draft.

Defining Establishments

One point of concern was relative to which retail establishments would be subject to this ban and should that be determined by square footage of the establishment or some other definition. Cambridge was trying to determine this as well and as of today, the ordinance was still in progress. The main concern seems to be with smaller stores and how this might affect their business.

The effect on farmer's markets was another concern. Ald. Hess-Mahan reached out to Judy Dore at Parks & Recreation as she supervises the farmers markets, but he has not spoken with her yet. It was mentioned that farmers markets would likely be the sort of population that would easily move to this new model. As it stands now, it seems that the proliferation of farmers markets is the biggest challenge to keeping them all in business as the competition for farmers to contribute and customers to shop rises. Bags may not be top in their priorities of concerns at this point, but Ald. Hess-Mahan said he will speak to Judy Dore for more information.

Enforcement and Gradual Ban

Commissioner of Health and Human Services, Dori Zaleznik explained that she spoke to Brookline. Their ordinance only covers 75 of their 300 retail establishments because they adopted a size restriction. They have provided a year lead-in time for retailers to exhaust their supply and they created an additional half-time inspector position dedicated to enforcing this ordinance.

She noted that Newton has 400 food establishments in the City and she was not sure how many other retail establishments there were. Of the 75 places that Brookline is inspecting, they said 1/3 of those were places the Health Dept. had never visited before because they were not under their purview. She said that her Department in no way could enforce the ordinance the Committee is proposing with her current staff. Creating a subset of inspectors to do this seemed a stretch when there were other issues of Public Health that have higher priority, in her opinion.

Ald. Sangiolo noted that there are a number of ordinances requiring inspection of some kind or another that the departments do not have staff to enforce, as well as some zoning ordinances. This could be a complaint driven process instead of requiring an inspector. Ald. Leary pointed out that a fine of \$300 a day would be put in place and that revenue could help pay for an inspector. The idea is to get people on board before this goes into effect. There would then be a period of more focused enforcement for perhaps six months, but the need would lessen as the bags were being exhausted from current supplies.

It was suggested that the ban could take place over a couple of years starting with chains and working down to smaller establishments. Ald. Hess-Mahan explained that there will be a sunrise period to allow retailers to use up their supplies and a waiver process to allow retailers up to an additional 6 months in order to do so. Ald. Leary felt the only reason to allow for a gradual ban would be to assist in the enforcement of the ban. She felt the sunrise and waiver periods were sufficient for the retailers to make adjustments.

Signage

There are signage requirements in the draft ordinance regarding sanitizing reusable bags. Ald. Hess-Mahan felt it was best to leave it to the Health Department to come up with the proper language. It made the most sense to have a sign and not have to rely on a check-out clerk inform each customer. Some Committee members felt having signage for this seemed unnecessary. The signage could also alarm consumers and lead them to believe the reusable bags may be unsafe. It could be counter-productive to encouraging reusable bag use.

Sustainability Director Comments

Rob Garrity, Sustainability Director addressed the Committee. He explained that he has looked at the plastic bag issue and he would like to be clear on understanding what this ban is trying to accomplish. He noted that paper bags have a tremendous energy impact and a large greenhouse gas impact, sometimes larger than plastic bags. There is a bag which is completely photodegradable so the issue of bags remaining caught in trees is eliminated. They also use much less plastic and more organic matter so when burnt they do not release the greenhouse gases that other plastic or paper bags emit.

There are two statewide bills which hinge on how the bags are defined and what is allowable and not allowable. A Representative from Marblehead is sponsoring a bill that would allow the newer, quasi-degradable bags. Ald. Danberg explained that there are no real biodegradable plastic bags. They just degrade to smaller particles that find their way into the water supply and spread more contamination. Mr. Garrity said the cornstarch-based bags do break down into natural substances.

Public Comment

Marcia Cooper, representing Green Decade, was concerned about plastic bags and their harmful effects on wildlife and the environment. The trend is away from plastic bags to avoid ingesting the tiny plastic particles through the water and food supply. She is pleased the Board is working on this issue. Reusable bags are very easy to use.

Dennis Tourse, from Newton Highlands said he uses reusable bags most of the time, but does accept the plastic bags when he is running low on them as he re-purposes them. Some people use them for picking up after their dogs. An unintended consequence may be that people will not clean up after their dogs. He is also concerned about people who might be caring for elderly relatives and use the bags to dispose of incontinence products. He is concerned he won't have the bags available and it would be a prohibitive expense for some people to purchase them in bulk. He feels this is a bigger issue than the Committee might realize. There is encouragement in the community to keep seniors aging at home for as long as possible and this is just another obstacle to that.

Eileen Krakowski, a West Newton resident, said she challenged herself to live without plastic as much as possible. She uses newspaper to pick up after her dog and she can also use junk mail for this purpose. This requires some thought and creativity but she said they people functioned before the advent of plastic bags. She said 93% of plastic is non-recyclable and most people don't realize that. *Bag It* and *Addicted to Plastic* are two films that have a tremendous amount of information on this topic.

Follow Up

Ald. Sangiolo asked that a public comment period be scheduled for the next Programs & Services Committee meeting on March 19th. She asked that any comments or recommendations for the ordinance be sent to Ald. Hess-Mahan before then.

The Committee voted to hold this item.

#200-13 ALD. JOHNSON requesting a discussion with the Parks & Recreation Department and the Department of Public Works to establish a process for managing the placement and removal of City, for-profit, and non-profit signs advertising events. [05/28/13 @ 9:26 AM]

ACTION: **HELD 7-0 (Ald. Baker not voting)**

NOTE: Ald. Johnson asked the Chairman to hold this item. The Committee voted to hold.

Respectfully Submitted,

Amy Mah Sangiolo