

Executive Committee Meeting Transcript September 21, 2020

THE CHILLDREN'S TRUST

EXECUTIVE COMMITTEE MEETING

BOARD TELECONFERENCE

"VIRTUAL MEETING VIA ZOOM WEBINAR"

The Children's Trust Executive Committee

Meeting was held on September 21, 2020, commencing

at 4:15 p.m., via Zoom Webinar. The meeting was

called to order by Kenneth Hoffman, Chair.

BOARD MEMBERS:

Kenneth C. Hoffman, Chair

Mark A. Trowbridge, Vice-Chair

Steve Hope, Treasurer

Karen Weller, Secretary

Pamela Hollingsworth. Chair Program Services &

Childhood Health

Marissa Leichter, At-Large Member

Gilda Ferradaz, At-Large

Nelson Hincapie, At-Large

ATTORNEY'S:

Shanika Graves

Leigh Kobrinski

STAFF:

Bevone Ritchie

1 5	TAFF: (Continued.)
2	Donovan Lee-Sin
3	Imran Ali
4	James Haj
5	Juana Leon
6	Juliette Fabien
7	Lisanne Gage
8	Lori (Katherine) Hanson
9	Maria-Paula Garcia
10	Muriel Jeanty
11	Rachel Spector
12	Sheryl Borg
13	Stephanie Sylvestre
14	Vivianne Bohorques
15	William Kirtland
16	Ximena Nunez
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1	PROCEEDINGS
2	(Recording of the meeting began at 4:15 p.m.)
3	MR. HOFFMAN: Welcome, everybody. We don't
4	have
5	that much time today for this meeting, but I wanted to
6	call a meeting to get our Executive Committee
7	together
8	as we're starting to plan for the retreat next year.
9	I thought it would be helpful to get your input on the
10	staff's plans. And in addition, there's been a lot
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12	going on, we hear about it at some Board meetings. We
13	canceled the Board Meeting in September, so I think
14	it
15	would be a good opportunity for the staff to give us
16	some updates on the major areas that we've been
17	working in.
18	Muriel, are there any public comments in this
19	meeting?
20	MS. JEANTY: There's no public comments for this
21	meeting.
22	
23	MR. HOFFMAN: Okay. So first, why don't we move
24	into the discussion on the Board retreat.
25	Jim or Lori, did you want to give us a little
	background on what we're planning right now and what

are thoughts are orting, Inc. 305.358.2700 schedule@lawsreporting.com www.lawsreporting.com MR. HAJ: Yeah, Mr. Chair, thank you. I'll T

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had a Board retreat planned, staff has been working for three months, and COVID shut it down right prior to the retreat. So in talking to the Board Chair, we thought that we would move up this next retreat and we're suggesting, if it's okay with this committee, that we move it to February. It's a very light Board Meeting, I think we have two reso's. So perhaps we can repurpose the February Board Meeting for a retreat and send a selected date to see what is the best date for the Board.

And the agenda last time we had, was really kind of Board priorities and progress up-to-date. We had, prior to this one being cancelled, we had a Board retreat six months prior and another one a year. So we heard the comments from the Board, we took action on those, so we kind of wanted to bring an update of what has been accomplished and what still needs to be done. And we also have our, we'll be coming off a social equity subcommittee, who's reconvening in December, so February can be a time to wrap, not wrap it up, but bringing in the social equity component, what we have done, what's moving forward, and kind of giving staff what the retreat has always done, Board priorities, to kind of instruct our lead the way we move forward and any additional funding, where that

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1 | would go as well.

So the prior retreat had pretty much a progress up-to-date, then the breakout, and three subgroups. Those of you, I think everybody has been on prior retreats when we moved around the room and we had different groups. And we had three different subgroups broken out, which was early childhood, school-age youth, and family supports. I mean, that may change, depending on what the discussion of the Executive Committee, but those were the subgroups that we did have. And then bring everybody together for a working lunch and to report back to the Board and kind of get consensus on what are the Board priorities moving forward.

MR. HOFFMAN: Jim's assuming we're all going to be meeting together again someday.

MR. HAJ: That is our hope. As of now, starting October, we will be having in-person meetings, so hopefully by February we'll be in good shape.

Laurie, would you like to chime in?

MR. HOFFMAN: Well, I'd like to make one comment. When we've been talking about this, obviously, subsequent the cancellation and recently in trying to come up with a plan, earlier in the year actually seems like a good idea for two reasons. One is, it

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gives us more of a runway to include this in some of the programmatic things we do, instead of just bolting on and using excess funding to address priorities.

And secondly, as Jim said, I think we'll get some thoughtful deliberation coming out of the Ad Hoc Committee and coming out of some of those discussion which will better inform the Board. And I think that acting on that sooner rather than later will help us all to focus on what comes out of a committee, but also what's important to the Board.

Laurie, I'll turn it over to you.

MS. HANSON: I don't have a whole lot to add.

Jim and Ken, you've guys covered it pretty well. As

Jim mentioned, are plan for the March meeting that we
had six months ago was just how to bring back to the
Board the priorities that had been noted in the
August, prior August retreat, and to kind of give you
some status updates on things that had been
accomplished on that list, things that were still in
progress, and then have you generate some additional
ideas or thoughts about future directions. So I think
it's the same general structure, just adding on as Ken
noted and Jim noted, that we'll have other inputs in
terms of the Ad Hoc work group and the community input
sessions that that group is, it has asked us to do.

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And that the timing then lines up nicely for the Board to have those priorities and recommendations going into the annual budgeting process. So can be kind of — help take that into consideration when thinking about what to increase or decrease in the coming budget year, the '22 budget year, so yeah.

Just be open to your ideas about content, topics, as well as structure, and how we've done the retreats in the past, what's worked, what do you think, if you want to try something different. Just really open to your idea about topics and structure for planning something potentially in February, if that sounds like a reasonable timeframe for you guys.

MR. HOFFMAN: Any thoughts?

MS. HOLLINGSWORTH: So, I think that February sounds great. I feel that we'll all be back into the world well before then. And so, look forward to that. And I think the previous formats have worked really well. So I don't have a recommendation or a suggestion on changing the format, I think staff typically does an outstanding job putting that together. My one question is, how do we see the work of the Ad Hoc Committee Meeting, the Ad Hoc Committee at putting social justice, fitting into the retreat, do we see that as a reporting out, or do we see that

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as being part of a working session?

MR. HOFFMAN: Lori, you can address, I can address. I'll let Lori address first.

MS. HANSON: Sure. I think we could take your lead on that as well, in terms of what would work best. I'm sure that there is a plan to make sure that the full Board gets a report back from that Ad Hoc workgroup. So I don't know if we would maybe want to have it as a topic at the retreat to do that or if there might be a report out prior to that and then it just comes as part of the content into the discussion in a retreat.

So I would defer to all what you think works best, and any thoughts, Ken or Jim, on how we're going to do that.

MR. HOFFMAN: I think in terms of timing, we did talk at the Ad Hoc Committee about adjourning until later in the year, giving staff a chance to get input from the provider and other communities that we serve. So I think there will be another Ad Hoc Committee meeting and I guess one of the challenges there is to see if that committee is going to come up with or focus on coming up with a specific recommendation. I do think that, as Laurie said, the other part of that is ultimately reporting back to the Board as a whole,

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because although a lot of people have attended, it's not the entire Board, and maybe doing that at the Board Meeting before the retreat in January, so that we go into the retreat with an idea of what the consensus of the committee is and how that might inform the strategic decisions. But in either event, I think by the time we get to February strategic planning sessions, we should have the follow-on input from that committee on whether there's specific recommendations or not.

MS. HOLLINGSWORTH: Thank you.

MS. LEICHTER: I have a question from like five minutes ago. I tuned in like two minutes late, but I thought I heard Jim say we're returning to in-person meetings in October. Did I hear that correctly or did I not hear that correctly? I know school is starting on the 30th, I just saw that news --

MR. HOFFMAN: You might have heard that correctly. As of right now, I believe the Executive Order that allows meeting like this to be held electronically, completely will expire at the end of September. It's possible it will be extended. So we will be looking to plan to hold meetings in-person, although obviously in a slightly different way than we did in the past with people filing in and around each

1 other and with different spacing and the likes. So I 2. think we'll look into what we can do with the available means and --3 4 MS. LEICHTER: Like a socially distanced setup or 5 something? 6 MR. HOFFMAN: That's correct. 7 Okay. Just wanted to make sure MS. LEICHTER: 8 that I was on the, up-to-date. 9 MR. HOFFMAN: Okay. Any other thoughts on the 10 retreat? 11 MS. FERRADAZ: Hi, this is Gilda. My thought is, 12 and it may be too early to know, but because of COVID, 13 we're hearing about other side effects that have 14 happened, that there's more learning losses with the 15 children, there might be more mental health issues, 16 might be more potential abuse because of the lack of 17 reporting, so I don't know if the retreat would be an 18 appropriate forum, or if there's any additional 19 information that we should be getting, maybe from our partner agencies, to see if there are additional 2.0 21 service needs that have come up because of COVID. That we should consider. 22 23 MR. HOFFMAN: I have no doubt and having sat in 24 in at least one of the provider meetings, that staff 25 is getting that input from providers and trying to

1 plan for that as we move forward into funding for the 2. next fiscal year, to the extent we can, but I think 3 that is a good point. 4 Lori, I guess we could even look for input on 5 that from the Board, even in advance of having a 6 meeting forum to discuss it because to the extent we 7 can get input on that from all our constituents the 8 better. 9 Thank you. 10 MS. FERRADAZ: Thank you. 11 MR. HOFFMAN: Anyone else? 12 (No verbal response.) 13 MR. HOFFMAN: Like I said, we'll continue to work 14 with staff to plan it. Certainly, if anybody on this 15 call has input they'd like to share with Jim and 16 Laurie, Stephanie or the other staff about what you'd 17 like to see, it's important to me, at least, that when 18 we do these things, I've spend time with Laurie 19 planning for March to make sure that everybody was, 2.0 that the things we've done that have been successful 21 we keep doing, but also that there are things that we 2.2 use your feedback to inform us on how to do it in the 23 future as well. So please do get in touch with staff 2.4 if you have any other ideas in the next month or so. 25 So with that, I think we'll turn it over to

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Stephanie. And the idea was we were just going to have some updates. And again, its interactive. If you have any questions or thoughts with staff on what or we should be doing in various areas, please speak up.

Stephanie?

Before I begin, I want to take a MS. SYLVESTRE: moment to thank the Board of Directors. Your support during the pandemic has been instrumental in showing up as a leader in the community and really continuous feedback and compliments on how we've been able to partner with our community. And that wouldn't have been possible without your help. And then, of course, I just want to acknowledge and raise up the awesomeness of the team. I'll say the entire Trust organization, but I'm just going to indulge in a little bit of bias and say that the program team and IT team crushed it this past summer and exceedingly proud to be part of their team. And I think the fact that we've been able to continue flawlessly is an example of their passion. Of course, they couldn't have done that without the help of the research, the finance, communications, committee engagement and ops team as well.

MR. HOFFMAN: I'll just interject, Stephanie, and

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say, had we not done the IT way forward, I think it was two or three years ago, we wouldn't have been in a position to do this. So thanks to you and Cheryl, who came on, that took on a lot of the IT things. I think we're in a much better position to continue to operate like we have.

MS. SYLVESTRE: Thank you.

Now I'm going to go back to the script that was carefully curated for me. I'll try to stay on it for the rest of my five minutes.

Next slide.

MR. HOFFMAN: Four minutes.

MS. SYLVESTRE: This summer we served about 10,500 kids. Twenty-two percent of them had at least one disability. We had 118 of our camps in-person as opposed to virtual. We had 32 of our camps virtual. And what was really good, and I just want to highlight and elevate that our 118 in-person camps, not one of them had a COVID outbreak, not one of them had any question that maybe somebody might be infected and it was because of something there, so I just want to applaud our providers from being able to go from not understanding how to provide services with a pandemic and a virus that we're not so sure how its moving around, to be able to continuing flawless service and

1	provide it without having any outbreaks. So our
2	summer campus was rather impressive. And 10,000, just
3	to give you an example, contacts. Normally we serve
4	about 18 to 20,000 kids in a regular summer. So we
5	served about 50 percent of our capacity, which is
6	pretty much what most people are reporting when they
7	opened business, that they're about 50 percent
8	capacity.
9	Next slide.
10	And then, question is, were the children engaged,
11	were we able to provide services that kids wanted to
12	attend. And as you can see from the chart, I'm not
13	going to read it for you, that both in-person and
14	virtual programming had more or less the same level of
15	engagement. Just continues to see and speaks to the
16	quality of the programming that our providers are
17	providing and that we are having an impact on the
18	children that we are interacting with during our
19	programming.
20	I don't know if anybody has any questions on this
21	slide. No questions? I can't see if there's a hand
22	raised or anything like that.
23	No question, okay.
24	Can we go to the next slide?
25	These are just an example of some of the

1	activities that our providers were engaging in. One
2	provider that's very much about the emotional health
3	of our children, incorporated meditation as an
4	activity that the kids were doing. They found that it
5	did help with some behavioral and emotional concerns.
6	Next slide.
7	And then, fully engaged providers. I kind of
8	started that out. We had a number of provider
9	sessions both to receive feedback and input before
10	deciding what we wanted to do for summer, and again
11	what we wanted to do for fall. And then we also had
12	actual sessions with the providers to communicate what
13	it is that we were recommending creating the
14	guidelines. And this is here where I just want to
15	again elevate what we're able to do. So, in 23 days,
16	Research, Finance, and Program Department were able to
17	temporarily modify 342 contracts just to ensure that
18	we knew exactly what a provider was doing and that we
19	had approved it and that there were no surprises. So
20	very uplifting.
21	I'm just happy to say that our providers are
22	still thriving. We do, unfortunately, have two
23	providers that are going out of business because of
24	COVID, but beyond that, our providers are thriving and
25	the report is that because of our partnership with

1	them, that has been key in them being able to meet
2	their bill and continue to provide much needed
3	services. We have not shared our findings of our
4	summer services with the school system as of yet.
5	Can you go to the next slide?
6	And then, we also, because this is all new, we
7	were able to curate quite a number of COVID related
8	trainings. Some were from other places and some were
9	curated by The Trust academy providers that we fund.
10	We're very much impressed with their ability to do an
11	analysis of the situation, figure out what the
12	immediate needs are, come up with some recommendations
13	and put training together. Deploy the training and
14	then actually have people in a manner that people are
15	able to use it to help with their implementation of
16	programming virtually and in-person. And we continue
17	to build out our Trust academy solution to enhance the
18	training and ability to provide services and support
19	to our providers.
20	Next slide.
21	Another exciting news that we have to share,
22	while we're doing all we've been doing, we managed to
23	launch our book club. We had estimated that we would
24	have about, it would take us about nine months to get
25	to 20,000 book club members. We were able to get to

1 20,000 book club members in about four months. We 2 started distributing books in June and we've delivered 3 25,000 books already. Our focus area is the codes. 4 And we're definitely making sure that what we're 5 providing is supportive of children wanting to be 6 excited about reading. We are partnering with 7 different entities such as the ELC, to help with 8 enrollment. And when we were putting the book club 9 together, we did some forecast and we forecast that we 10 would be acquiring membership at the rate of about 11 2,500 net per month. First month we were at 5,200, 12 second month, I think, was 40-something hundred. And 13 also the third month. So we're net out at about 4,400 14 per month, so almost double what we estimated and we 15 have not done the large scale partnership 16 implementation. 17 One of the things that we're going to be doing is 18 partnering with hospitals, so that as soon as a child 19 is born, they can join the book club and remain in it 20 for five years. So we have not launched that piece of 21 our marketing effort yet and we're already trending at 22 almost double of what we had forecasted. We thought 23 our forecast was a little bit on the aggressive side, 24 so I'm really excited about what we've been doing. 25 The feedback has been overwhelmingly awesome. The

1	biggest question that we get from the book club is
2	when are we going to get our books, my kids asking my
3	for a book, I see other people with their books. So I
4	think this is often a tremendous start.
5	Next slide.
6	And so, again, in fall we are working to ensure
7	that we provide services. And just to let you know,
8	we're complimenting what the school system is doing,
9	so some providers are providing in-person all day
10	services where children are going. It's not
11	officially a learning pod, but children are grouped
12	together and there's somebody helping them make sure
13	they're online and doing their work. We're still
14	doing afterschool programming, some of them virtually
15	and some of them in-person. Another great thing that
16	we've done, so I mentioned about having to temporarily
17	modify 342 contracts, but in addition to that, we also
18	managed to execute 342 contracts before the first
19	invoice was due on September 15th. That is like a
20	huge, huge, never ever been done in Trust
21	history, so despite being in COVID, we are able to
22	continue our day-to-day programming.
23	One second, there's another question in here.
24	No, we have not had any questions, interactions
25	with the school system as it relates to our IT

1	services. Or how our programs have been able to
2	provide services this summer.
3	Next slide.
4	So that's the end of my thing, so I'm going to
5	turn it over to William Kirtland who is going to talk
6	about the financial wizardry that he and his
7	department has been able to perform as well.
8	MR. KIRTLAND: Good afternoon, everybody.
9	As you can see, my presentation includes a
10	picture of a calculator and the word "finance". So I
11	just hope that's okay with everybody and we can just
12	move on to the Trim Meeting now, is that all right?
13	I'm just kidding.
14	I know I need to be quick because I think we're
15	running on time. But I must say that I do think that
16	this has been a very exciting year in a way, even
17	amongst all the circumstances that have been going on
18	in the world and in our community. But more
19	specifically, to what is happening operationally, as I
20	take us to that and look at everything that we have
21	been working on this past year as far as projects and
22	as an organization, there's a lot of boxes, I know for
23	me, that are starting to get checked that have been
24	anxiously sort of waiting to happen for a long time.
25	And it's very exciting thing.

1	I think we can go to the next slide.
2	I know a lot of things I prepared for the
3	presentation today is some information you've heard
4	maybe more than once as we have discuss our budget and
5	how we're managing our expenses within the
6	organization, the additional funding that we're
7	putting out there, and those are all the things that
8	we consider you know every year as we manage the
9	finances at The Children's Trust. That's our
10	responsibility to manage and the fiduciary
11	responsibility to do it the best as we possibly can
12	when managing public funds. But more excitingly, the
13	things that live within what we do in a unity basis,
14	include a lot of the things that Stephanie was
15	mentioning, go hand-in-hand with the system developed
16	within The Trust. I think we found ourselves in a
17	very fortunate position when the events that were
18	related to COVID started to unfold. I think that for
19	some organizations the name of the game was to
20	survive, but I think that we were able to take it a
21	step further and actually find ways to thrive. And I
22	know that a number of people within the organization,
23	and especially the finance staff, are now looking at
24	ways of doing things that maybe they never had to
25	before, but the only requirement was not that we

1	needed to go look for systems to finally realize our
2	ability, we just now could use the existing systems to
3	really maximize our potential. So we just needed to
4	become active users rather than irregular users of
5	what was already in motion.
6	For now, we're doing what we do, just a step
7	better than what we did before, you know, with button
8	down shirts and gym shorts on, from home, which is a
9	benefit, I guess, what we're doing, to some degree.
10	But I wanted just to point to some things that are in
11	motion as we go into next year, and I know we
12	discussed before. As far as operation, we're looking
13	at developing further systems so that essentially we,
14	as The Trust, want to control the pipeline. Anytime -
15	- and I'll explain what that means, I guess, in my
16	analogy. But in anytime where something like this
17	occurs where our operations and our finances are going
18	to be challenged and significantly modified, my
19	primary concern is, is this is going to compromise the
20	integrity of our financial reporting, our system and
21	procedural controls that exist at The Children's
22	Trust. So the first one of our bullet points CAFR
23	every year. Basically, for me, it all sort of rolls
24	up into that consideration, will we be able to
25	maintain our systems and not compromise anything by

1 doing things a new way.

So everything that we've explored and everything that we migrated or modified, has this overarching consideration, in my mind, if we're going to pursue it or not.

So that's been what we are striving to maintain. We keep a regular open communication with our auditors. We tell them this is kind of what we're thinking of doing, you know, you're talking to other clients and other government organizations, is this something that is a general practice or is happening out there, and we make sure that we're in alignment with other organizations. And hopefully actually surpassing other organizations that are in government and what we do.

So again, I, or the organization and the financing department, we want to make sure we control the pipeline. By that I mean the information that's coming in and out of our system. This HCH signup process was, is still very intensive. Years ago began a process of signing on more organizations into HCH, but we wanted to go back and make sure that we rebuilt a system that was much more sophisticated and highly secure in obtaining banking information. Government organizations are one of the most volatile and at-risk

1	types of organizations for fraud or hacking phishing
2	schemes because many internet criminals are very aware
3	of the volume of transactions leaving government
4	organizations. So this was something that we needed
5	to go back and refine and now we're putting back out
6	there to our provider community much more enhanced.
7	The early feedback is vendors are very pleased with
8	the system that they're working with.
9	As we continue to look at a number of our
10	existing contracts and challenge ourselves as The
11	Trust, again, can we absorb more administrative costs,
12	or reduce the administrative costs that we see in
13	existing contracts. So we look at things like our
14	tier payment program, our wages programs, and we're
15	looking at the design of the workflow of our
16	operations to see where we can cutout the fat and just
17	get payments directly into the hands of our end users.
18	So that we're going to continue to challenge ourselves
19	as the year goes on. Even if it's to absorb programs.
20	The book club is another example that Stephanie
21	was going over, where only about a year ago we
22	reviewed that contract and the operations of it and
23	Stephanie and I have ongoing conversations about the
24	design of the book club, processes and the intent is
25	always just to see how efficient these programs can

become and how much cheaper can the programs become.
And so, we're essentially absorbing more vendors, more
payments, we're doing it with the same amount of
staff, doing it remotely, keeping the environment
safe. And ultimately, in what many of the members
here are very aware of is that we're trying to do it
at a very moderate cost to the taxpayer while we use
up fund balances. And surprisingly, during this
difficult time, there was excellent invoice receipt
from our providers, which has helped me and the
organization forecast how we're going to end this
year, as far as being able to predict provider
expenses, which traditionally is a difficult thing to
do around this time of year because we have a number
of outstanding invoices from our providers that need
to be received. But in the environment that we're in,
Stephanie alluded to it, contracting is going well,
invoicing is coming in better than we've seen in many
years. And I don't want to shoot myself in the foot
by saying this, but I'm very optimistic that we may
come very close to our fund balance target at the end
of this year and then hopefully be exactly where we
want to be ultimately with our fund balance by the end
of the next budget year.
It's a very exciting time, as I alluded to, and

very optimistic about what we can continue to do going
into the next year. And buildout additional systems.
I'm receiving audit reports automated now. Again, my
pipeline analogy, we used to maybe mail in submissions
or email submissions. We're designing a system where
the audits of a provider organization come in very
efficiently and they're stored and evaluated much
quicker than they have before. So again, not only
being aware of the financial risk that is of The
Children's Trust, but it's also being aware of the
financial risk of our provider organization. So we
need to have like better insight into what's going on
at their organizations and more efficiently. This is
something I'm looking forward to coming onboard.
We're in the process of actually rolling it out, but
it will be more effective in the next coming year.
So with that, gives everybody just a little bit
perspective of, I guess, what's been going on, other
than just talking about the detailed, you know, sort
of budgets. The items that we'll be presenting in
training again today and that we presented in previous
months, but operationally, this has been sort of a
rollercoaster ride, I suppose, the past six months.
That's all I have. Thank you.
MR. HOFFMAN: Thank you.

And I think you're being a little modest, but,
you know, this is like the IT way forward. Bill and
the team have been planning for quite a number years,
those of you have been around for a while, automating
our systems and making our interactions with our
providers and others a lot more seamless. And I think
it's paid off very well in this pandemic era, but I
also think that even that experience will help pay off
in the future to make us more user-friendly for our
providers and others. So, thank you, thank the
Finance Committee.
So that's it from our formal presentations. We
have a Trim Meeting coming up.
Does anybody have any other thoughts or ideas
that they'd like to bring before the Board,
ultimately, or discuss at this Executive Meeting?
MS. HOLLINGSWORTH: I don't have an idea per se,
but I just wanted to say kudos to the staff for the
swift manner in which the staff pivoted and became
nimble and made the most out of a bad situation in
spite of this pandemic. And it's really gratifying to
see all of the outstanding work and the efficiencies
that have been implemented as well behind the scenes
and the continued responsiveness to the community. So
many thanks to all of you.

```
1
        MR. HOFFMAN: Thank you, Pam.
        Anybody else?
2
3
        (No verbal response.)
        MR. HOFFMAN: Okay. Great. We'll see you in
4
     about seven minutes, six and a half. Thank you.
5
     Thanks for showing up.
6
7
        (Whereupon, at 5:00 p.m., the meeting was
     adjourned.)
8
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1	CERTIFICATE OF TRANSCRIBER
2	
3	The above and foregoing transcript is a true and
4 c	orrect typed record of the contents of the file, which was
5 c	igitally recorded in the proceeding identified at the
6 b	eginning of the transcript, to the best of my ability,
7 k	nowledge and belief.
8	
9	Signed this 28th, day of September 2020.
10	
11	
12	CHRISTY CALDERA, Transcriptionist
13	
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	- 342	acknowledge	8:17	approved
1	15:17 18:17,	12:14	administrative	15:19
10,000	18	acquiring	23:11,12	area
14:2		17:10	advance	17:3
	4	acting	11:5	areas
10,500		6:8		3:12 12:4
13:14	4,400		afternoon	
118	17:13	action	19:8	assuming
13:15,18	40-something	4:15	afterschool	5:15
15th	17:12	active	18:14	at-risk
18:19	4:15	21:4	agencies	22:25
40	3:2	activities	10:20	attend
18 3:25 14:4		15:1		14:12
3.23 14.4	5	activity	agenda 4:11	attonded
	-	activity 15:4	4:11	attended 9:1
2	5,200	15.4	aggressive	
2 500	17:11	actual	17:23	audit
2,500 17:11	50	15:12	alignment	25:3
	14:5,7	Ad	22:12	auditors
20,000		6:5,24 7:23	alluded	22:8
14:4 16:25	5:00	8:7,17,20	24:17,25	audits
17:1	27:7	add	·	25:6
2020		6:12	amount	
3:25	Α	a al alias as	24:3	August
22		adding 6:22	analogy	6:17
7:6	ability	0.22	21:16 25:4	automated
22	16:10,18 21:2	addition	analysis	25:3
23 15:15	absorb	3:8 18:17	16:11	automating
15.15	23:11,19	additional		26:4
25,000	absorbing	4:25 6:20	annual 7:3	owore
17:3	24:2	10:18,20 20:6	7.3	aware 23:2 24:6
	abuse	25:2	anxiously	25:9,10
3	- 10:16	address	19:24	,
		6:3 8:2,3	anytime	awesome
30th	academy		21:14,16	17:25
9:17	16:9,17	adjourned 27:8	applaud	awesomeness
32	accomplished		13:22	12:15
13:16	4:17 6:19	adjourning	10.22	

	bill	budget	cancelled	5:7
В	16:2 26:2	7:6 20:4	4:13	children
	bit	24:24	can't	10:15 14:10,
back	12:17 17:23	budgeting	14:21	18 15:3 17:5
5:12 6:15	25:17	7:3	17.21	18:10,11
7:16 8:7,25	25.17	7.5	capacity	10.10,11
13:8 22:22	Board	budgets	14:5,8	Children's
23:5	3:9,10,19 4:1,	25:20	carefully	20:9 21:21
background	3,6,8,10,12,	build	13:9	25:10
3:21	13,15,23	16:17	10.5	chime
	5:12,13 6:7,	10.17	Chair	5:20
bad	10,16 7:1 8:7,	buildout	3:23 4:3	3.20
26:20	25 9:2,3 11:5	25:2	challenge	circumstance
balance	12:8 26:15	bullet	23:10,18	s
24:21,23	halting	21:22	23.10,10	19:17
24.21,20	bolting	21.22	challenged	clients
balances	6:2	business	21:18	22:10
24:8	book	14:7 15:23	challenges	22.10
banking	16:23,25	button	8:21	close
22:24	17:1,8,19	21:7	0.21	24:21
22.24	18:1,3 23:20,	21.7	chance	alub
Basically	24		8:18	club
21:23		С	ahanga	16:23,25
basis	books		change 5:9	17:1,8,19
20:13	17:2,3 18:2,3	CAFR	5.9	18:1 23:20,2
20.13	born	21:22	changing	codes
began	17:19	calculator	7:20	17:3
3:2 22:20	_	19:10	alaant	
begin	boxes	19.10	chart	comment
12:7	19:22	call	14:12	5:21
12.7	breakout	3:5 11:15	cheaper	comments
behavioral	5:3	camps	24:1	3:14,16 4:15
15:5		13:15,16,18	-111	
benefit	bring	13.15,16,16	checked	committee
	4:16 5:11	campus	19:23	3:5 4:5 5:10
21:9	6:15 26:15	14:2	Cheryl	6:6,9 7:23
bias	bringing	concolod	13:3	8:17,20,22
12:17	4:21	canceled	-1-9-4	9:5,9 12:23
higgoot		3:10	child	26:11
biggest	broken 5:7	cancellation	17:18	communicate
18:1		1	1	

communicatio	contacts	cost	days	developing
n	14:3	24:7	15:15	21:13
22:7	content	costs	December	difficult
communicatio	7:7 8:11	23:11,12	4:20	24:9,13
ns	continue	couldn't	deciding	directions
12:23	11:13 12:20	12:21	15:10	6:21
communities	13:5 16:2,16		decisions	alina atla.
8:19	18:22 23:9,18	covered 6:13	9:6	directly 23:17
community	25:1	0.13	9.0	23.17
6:24 12:10,12	continued	COVID	decrease	Directors
19:18 23:6	26:24	4:2 10:12,21	7:5	12:8
26:24		13:19 15:24	defer	disability
	continues	16:7 18:21	8:13	13:15
completely 9:21	14:15	20:18	degree	discuss
9.21	continuing	creating	21:9	11:6 20:4
complimentin	13:25	15:13		26:16
g	continuous	criminals	deliberation	
18:8	12:10	23:2	6:5	discussed
compliments			delivered	21:12
12:11	contract 23:22	crushed 12:18	17:2	discussion
component	23.22	12.10	department	3:19 5:9 6:6
component 4:21	contracting	curate	15:16 19:7	8:11
	24:17	16:7	22:17	distanced
compromise	contracts	curated		10:4
21:19,25	15:17 18:17,	13:9 16:9	depending	
concern	18 23:10,13		5:9	distributing
21:19	control	23:16	Deploy	17:2
concerns	21:14 22:17	23.10	16:13	don't
15:5			design	3:3,18 6:12
	controls	D	23:15,24	7:19 8:8
consensus	21:21	data		10:17 14:20
5:13 9:5	conversations	date 4:9	designing 25:5	24:19 26:17
consideration	23:23		23.5	double
7:4 21:24	correct	day	detailed	17:14,22
22:4	10:6	18:9	25:19	doubt
constituents		day-to-day	developed	10:23
11:7	correctly	18:22	20:15	
	9:15,16,19			due

18:19	21,23	events	extended	finance
	engaged	20:17	9:22	12:23 15:16
E	14:10 15:7	exceedingly	extent	19:10 20:23
	14.10 10.7	12:18	11:2,6	26:11
earlier	engagement		11.2,0	finances
5:24	12:23 14:15	excellent		20:9 21:17
	engaging	24:9	F	
early	15:1	excess		financial
5:7 10:12		6:3	fact	19:6 21:20
23:7	enhance		12:19	25:9,11
effective	16:17	excited	fall	financing
25:16	enhanced	17:6,24	15:11 18:6	22:17
-#t-	23:6	exciting	familia	
effects		16:21 19:16,	family	find
10:13	enrollment	25 24:25	5:8	20:21
efficiencies	17:8		fat	findings
26:22	ensure	excitingly	23:16	16:3
efficient	15:17 18:6	20:12	February	<u>.</u> .
23:25	entire	execute	4:6,8,20 5:19	fiscal
23.23	9:2 12:15	18:18	7:12,15 9:7	11:2
efficiently	9:2 12:15	Executive	7.12,13 9.7	fitting
25:7,13	entities	3:5 5:10 9:19	feedback	7:24
effort	17:7	26:16	11:22 12:11	flawless
17:21	environment	20.10	15:9 17:25	13:25
	24:4,16	exist	23:7	13.25
ELC	24.4,10	21:21	feel	flawlessly
17:7	equity	existing	7:16	12:20
electronically	4:19,21	21:2 23:10,13		focus
9:21	era	21.223.10,13	FERRADAZ	6:9 8:23 17:3
	26:7	expenses	10:11 11:10	0.9 0.23 17.3
elevate		20:5 24:13	fiduciary	follow-on
13:18 15:15	essentially	experience	20:10	9:8
email	21:13 24:2	26:8		foot
25:5	estimated		figure	24:19
	16:23 17:14	expire	16:11	
emotional		9:21	filing	forecast
15:2,5	evaluated	explain	9:25	17:9,23 24:11
end	25:7	21:15	finally	forecasted
9:21 19:4	event		finally	17:22
23:17 24:11,	9:6	explored	21:1	
		22:2		formal

26:12		8:21 11:4	22:19,21	hold
format	G	21:9,15 25:18	health	9:23
7:20		guidelines	10:15 15:2	HOLLINGSW
	game 20:19	15:14		ORTH
formats 7:18	20.19		hear	7:15 9:11
7:18	general	guys 6:13 7:13	3:9 9:15,16	26:17
fortunate	6:22 22:11	0.137.13	heard	home
20:17	generate	gym	4:15 9:14,18	21:8
forum	6:20	21:8	20:3	
10:18 11:6	Gilda		hearing	hope
forward	10:11	Н	10:13	5:17 19:11
4:22,25 5:14			held	hospitals
7:17 11:1	give	hacking	9:20	17:18
13:1 25:14	3:11,20 6:17 14:3	23:1		huge
26:2	14.3	HAJ	helped 24:10	18:20
found	giving	3:23 5:17	24.10	hundred
15:4 20:16	4:23 8:18	half	helpful	17:12
	good	27:5	3:7	17.12
fraud	3:11 5:19,25	hand	helping	
23:1	11:3 13:17	14:21	18:12	
full	19:8		highlight	idea
8:7	government	hand-in-hand	13:17	5:25 7:11 9:4
fully	22:10,14,24	20:15		12:1 26:17
15:7	23:3	hands	highly	ideas
fund	gratifying	23:17	22:23	6:21 7:7
16:9 24:8,21,	26:21	HANSON	history	11:24 26:14
23		6:12 8:4	18:21	
	great		Нос	impact
funding	7:16 18:15 27:4	happen 19:24	6:5,24 7:23	14:17
4:25 6:3 11:1	21.4		8:7,17,20	implementatio
20:6	group	happened	HOFFMAN	n
funds	6:24,25	10:14	3:3,18 5:15,	16:15 17:16
20:12	grouped	happening	21 7:14 8:2,	implemented
future	18:11	19:19 22:11	16 9:18 10:6,	26:23
6:21 11:23	groups	happy	9,23 11:11,13	important
26:9	5:6	15:21	12:25 13:12	6:10 11:17
	guess	HCH	25:25 27:1,4	
		 	I .	impressed

16:10	instruct	4:5,6 6:22	jump	large
impressive	4:24	9:1,22 11:17	3:24	17:15
14:2	instrumental	18:10 19:25	June	late
	12:9	23:19 24:25	17:2	9:13
in-person		25:10 26:7,21		
5:18 9:14,23	integrity	l'd	justice	launch
13:15,18	21:20	5:21	7:24	16:23
14:13 16:16	intensive			launched
18:9,15	22:20		K	17:20
include	!mtamt	3:23 6:11 8:3		Lauria
6:1 20:14	intent	12:15,25 13:9	keeping	Laurie
!maleralaa	23:24	21:15	24:4	3:20,24 5:20
includes	interacting	l'm	Ken	6:11 8:2,3,24
19:9	14:18	8:6 12:16	6:13,22 8:14	11:4,16,18
incorporated	interactions	13:8 14:12	0.10,22 0.14	lead
15:3	18:24 26:5	15:21 17:24	key	4:24 8:5
increase	10.24 20.5	19:4,13 24:20	16:1	leader
7:5	interactive	25:3,14	kidding	12:10
7.5	12:2	l've	19:13	12.10
indulge	interject	11:18		learning
12:16	12:25	11.10	kids	10:14 18:11
infected			13:14 14:4,11	leaving
13:20	internet	J	15:4 18:2	23:3
	23:2		kind	
inform	invoice	January	4:11,16,22,24	LEICHTER
6:7 9:6 11:22	18:19 24:9	9:3	5:12 6:17 7:3	9:12 10:4,7
information		JEANTY	15:7 22:8	level
10:19 20:3	invoices	3:16	Kirtland	14:14
22:18,24	24:15	Jim	Kirtland 19:5,8	light
innut	invoicing	3:20 6:4,13,		light 4:6
input 3:7 6:24 8:18	24:18	14,23 8:14	knew	4.0
9:8 10:25	irregular	9:14 11:15	15:18	likes
11:4,7,15	21:4		kudos	10:1
15:9		Jim's	26:18	lines
	issues	5:15		7:1
inputs	10:15	job	L	
6:23	items	7:21		list
insight	25:20		lack	6:19
25:12		join	10:16	live
=	it's	17:19	10.10	20:13

long	16:14 26:19	migrated	Muriel	ongoing
19:24	March	22:3	3:14	23:23
losses	3:25 6:14	mind		online
10:14	11:19	22:4	N	18:13
lot	marketing	minutes		open
3:8 6:12 9:1	17:21	9:13 13:10,12	needed	7:7,10 22:7
13:4 19:22		27:5	16:2 21:1,3	,
20:2,14 26:6	maximize		23:4	opened
·	21:3	moderate	net	14:7
lunch	means	24:7	17:11,13	operate
5:12	10:3 21:15	modest	news	13:5
	meditation	26:1	9:17 16:21	operation
M	15:3	modified		operation 21:12
	13.3	21:18 22:3	nicely	21.12
made	meet	21.10 22.3	7:1	operationally
26:20	16:1	modify	nimble	19:19 25:22
mail	meeting	15:17 18:17	26:20	operations
25:4	3:2,4,5,10,15,	moment		21:17 23:16,
	17 4:7,8 5:16	12:8	noted	22
maintain	6:14 7:23		6:16,23	
21:25 22:6	8:21 9:3,20	month	number	opportunity
major	11:6 19:12	11:24 17:11,	15:8 16:7	3:11
3:12	26:13,16 27:7	12,13,14	20:22 23:9	opposed
make	meetings	months	24:14 26:3	13:16
5:21 8:6 10:7	meetings	4:2,14 6:15		one
11:19 18:12	3:9 5:18 9:15, 23 10:24	16:24 17:1	0	ops 12:23
22:12,17,22	23 10.24	25:22,23		- 12.23
26:9	members	motion	obtaining	optimistic
	16:25 17:1	21:5,11	22:24	24:20 25:1
making	24:5	·	000112	Order
17:4 26:5	membership	move	occurs 21:17	9:20
manage	17:10	3:18 4:4,6,25	21.11	
20:8,10		11:1 19:12	October	organization
managod	mental	moved	5:18 9:15	12:16 19:22
managed 16:22 18:18	10:15	5:5	officially	20:6,22 22:16
10.22 10.10	mentioned	moving	18:11	24:11 25:6,11
managing	6:14 18:16	moving 4:22 5:14		organizations
20:5,12	montioning	13:24	onboard	20:19 22:10,
manner	mentioning 20:15	13.24	25:14	13,14,21,25
	20.15			

23:1,4 25:13	passion	16:8	presentation	6:2
outbreak	12:21	plan	19:9 20:3	programming
13:19	past	3:6 5:24 6:14	presentations	14:14,16,19
10.10	7:9 9:25	8:6 9:23 11:1,	26:12	16:16 18:14,
outbreaks	12:18 19:21	14	20.12	22
14:1	25:23	14	presented	22
outstanding	25.25	planned	25:21	programs
7:21 24:15	pay	4:1	procepting	19:1 23:14,
7.21 24.15 26:22	26:8	nlanning	presenting 25:20	19,25 24:1
20.22	novmont	planning 3:21 7:11 9:8	25.20	nrogross
overarching	payment		pretty	progress
22:3	23:14	11:19 26:3	5:2 6:13 14:6	4:12 5:2 6:20
ovorush olmin m	payments	plans	provious	projects
overwhelming	23:17 24:3	3:8	previous	19:21
ly 47.05		mlanas d	7:18 25:21	
17:25	people	pleased	primary	proud
	9:1,25 14:6	23:7	21:19	12:19
Р	16:14 18:3	pod	_	provide
	20:22	18:11	prior	13:23 14:1,11
p.m.	percent		4:2,13,14 5:2,	16:2,18 18:7
3:2 27:7	13:14 14:5,7	point	4 6:17 8:10	19:2
	·	11:3 21:10	priorities	
paid	perform	points	4:12,24 5:13	provider
26:7	19:7	21:22	6:3,16 7:2	8:19 10:24
Pam	perspective			15:2,8,18
27:1	25:18	position	procedural	23:6 24:12
		13:3,5 20:17	21:21	25:6,11
pandemic	phishing	possibly	PROCEEDING	providers
12:9 13:23	23:1	20:11	S	10:25 13:22
26:7,21	picture		3:1	14:16 15:1,7,
part	19:10	potential		12,21,23,24
8:1,11,24		10:16 21:3	process	16:9,19 18:9
12:19	piece	potentially	7:3 22:20,21	24:10,15
	17:20	7:12	25:15	26:6,10
partner	pipeline		processes	
10:20 12:12	21:14 22:18	practice	23:24	providing
partnering	25:4	22:11	20.27	14:17 17:5
17:6,18	20.7	predict	program	18:9
	pivoted	24:12	12:17 15:16	public
partnership	26:19	27.12	23:14	public
15:25 17:15	places	prepared	programmatic	3:14,16 20:12

pursue	realize	refine	responsivene	
22:4	21:1	23:5	SS	S
put	reasonable	regular	26:24	
16:13	7:13	14:4 22:7	rest	safe
10.13	7.13	14.4 22.7	13:10	24:5
putting	reasons	related	13.10	sat
7:21,24 17:8	5:25	16:7 20:18	retreat	10:23
20:7 23:5			3:6,19 4:1,3,	10.23
	rebuilt	relates	4,8,14,23 5:2	scale
Q	22:22	18:25	6:17 7:24 8:9,	17:15
	receipt	remain	12 9:3,4	200000
	24:9	17:19	10:10,17	scenes
quality	_		·	26:23
14:16	receive	remotely	retreats	schemes
question	15:9	24:4	5:5 7:8	23:2
7:22 9:12	received	report	returning	
13:20 14:10,	24:16	5:12 8:7,10	9:14	school
23 18:1,23		15:25	J. 1-7	9:16 16:4
·	receiving	10.20	reviewed	18:8,25
questions	25:3	reporting	23:22	school-age
12:3 14:20,21	recently	7:25 8:25	rido	5:8
18:24	5:23	10:17 14:6	ride	3.0
aujok	5.23	21:20	25:23	script
quick 19:14	recommendati		risk	13:8
19.14	on	reports	25:9,11	seamless
quicker	7:19 8:23	25:3		
25:8		repurpose	rollercoaster	26:6
	recommendati	4:8	25:23	secure
	ons		rolling	22:24
R	7:2 9:10	requirement	25:15	
	16:12	20:25	20.10	selected
raise	recommendin	research	rolls	4:9
12:14		12:22 15:16	21:23	send
raised	g 15:13	12.22 13.10	room	4:9
14:22	10.10	reso's	5:5	
	reconvening	4:7	ა.ა	September
rate	4:19	roononaa	running	3:10 9:22
17:10		response	19:15	18:19
read	recording	11:12 27:3		corvo
14:13	3:2	responsibility	runway	serve
14.10	reduce	20:10,11	6:1	8:19 14:3
reading	23:12	,		served
17:6				

13:13 14:5	21:18	12:4	Stephanie	17:5
service	signing	speaks	11:16 12:1,6,	supports
10:21 13:25	22:21	14:15	25 20:14	5:8
			23:20,23	
services	signup	specific	24:17	suppose
13:23 14:11 16:3,4,18	22:19	8:23 9:9	stored	25:23
18:7,10 19:1,	situation	specifically	25:7	surpassing
2	16:11 26:20	19:19	strategic	22:14
session	slide	spend	9:6,7	surprises
8:1	13:11 14:9,	11:18	striving	15:19
	21,24 15:6	spite	22:6	surprisingly
sessions	16:5,20 18:5	26:21		24:8
6:25 9:8 15:9,	19:3 20:1		structure	
12	slightly	staff	6:22 7:8,11	survive
setup	9:24	3:11 4:1,23	subcommittee	20:20
10:4		7:20 8:18	4:19	swift
	social	10:24 11:14,		26:19
shape	4:19,21 7:24	16,23 12:3	subgroups	
5:19	socially	20:23 24:4	5:3,7,10	SYLVESTRE
share	10:4	26:18,19	submissions	12:7 13:7,13
11:15 16:21		staff's	25:4,5	system
	solution	3:8	,	16:4 18:8,25
shared	16:17		subsequent	20:15 21:20
16:3	someday	start	5:23	22:19,23 23:8
shirts	5:16	18:4	successful	25:5
21:8		started	11:20	
	sooner	15:8 17:2		systems
shoot	6:8	20:18	suggesting	21:1,2,13,25
24:19	sophisticated		4:5	25:2 26:5
shorts	22:23	starting	suggestion	
21:8		3:6 5:17 9:16	7:20	Т
	sort	19:23		
showing	19:24 21:23	status	summer	talk
12:9 27:6	25:19,22	6:18	12:18 13:13	8:17 19:5
shut	sounds		14:2,4 15:10	talking
4:2	7:12,16	stay	16:4 19:2	talking 4:3 5:22 22:9
		13:9	support	4:3 5:22 22:9 25:19
side	spacing	step	12:8 16:18	23.18
10:13 17:23	10:1	20:21 21:6		target
l	anaak		supportive	24:21
significantly	speak			27.21

taxpayer	thought	24:13	26:16	volatile
24:7	3:7 4:4 9:14	training	understandin	22:25
team	10:11 17:22	16:13,18		volume
12:15,17,18,	thoughtful	25:21	g 13:23	23:3
19,24 26:3	6:5	25.21	13.23	23.3
19,24 20.3	0.5	trainings	unfold	
temporarily	thoughts	16:8	20:18	W
15:17 18:16	3:22 6:21	transactions	unity	
terms	7:14 8:14	23:3	20:13	wages
6:24 8:5,16	10:9 12:3	23.3	20.13	23:14
0.24 0.5, 10	26:14	tremendous	up-to-date	waiting
that's	thrive	18:4	4:12 5:3 10:8	19:24
15:2 19:4,11	20:21	trending	update	10.21
22:6,18 25:24	20.21	17:21	4:16	wanted
26:12	thriving	17.21	4.10	3:4 4:16 10:7
thora's	15:22,24	Trim	updates	14:11 15:10,
there's	4:	19:12 26:13	3:12 6:18	11 21:10
3:8,16 9:9	tier	Trust	12:2	22:22 26:18
10:14,18	23:14		unlifting	wanting
14:21 18:12,	time	12:15 16:9,17	uplifting 15:20	17:5
23 19:22	3:4 4:11,20	18:20 20:9,16	15.20	17.5
they'd	9:7 11:18	21:14,22	user-friendly	ways
11:15 26:15	19:15,24	23:11 25:10	26:9	20:21,24
41	24:9,14,25	tuned	LIGORO	Wednesday
they're	41	9:13	users 21:4 23:17	3:25
14:7 18:13	timeframe	4	21.4 23.17	3.23
23:8 25:7	7:13	turn		we'll
thing	timing	6:11 11:25	V	4:18 5:19 6:4,
18:15 19:4,25	7:1 8:16	19:5		23 7:16 10:2
24:13	41	Twenty-two	vendors	11:13,25
41	today	13:14	23:7 24:2	25:20 27:4
things	3:4 20:3	turnos	verbal	we're
6:2,18,19	25:21	types	11:12 27:3	3:6,21 4:5
11:18,20,21	topic	23:1	11.12 27.3	5:15 8:14
13:4 17:17	8:9	typically	virtual	9:14 10:13
20:2,7,13,14,	tonico	7:21	13:16 14:14	13:5,24 15:15
24 21:10 22:1	topics		virtually	16:10,22
23:13	7:7,11	U	16:16 18:14	,
thinking	touch			17:4,13,17,21 18:8,13 19:14
7:4 22:9	11:23	ultimately	virus	·
	traditionally	8:25 24:5,23	13:24	20:5,6 21:6,9,
	traditionally	0.20 24.0,20		12 22:4,8,12
		1	1	

8:13
world
7:17 19:18
wouldn't
12:12 13:2
wrap
4:20
Υ
year
3:6 4:14 5:24
7:6 8:18 11:2
19:16,21 20:8
21:11,23
23:19,21
24:12,14,22,
24 25:2,16
years
13:2 17:20
22:20 24:19 26:3
20.3
youth
5:8
you'd
11:16
you're
22:9 26:1
you've
6:13 20:3