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Creating Futures**

Monty Sullivan
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Student Members:
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Raissa Oliveira Yantis

Louisiana
Community
& Technical
College System

265 South Foster Drive
Baton Rouge, LA 70806

Phone: 225-922-2800
Fax: 225-922-1185

www.lctcs.edu

LOUISIANA COMMUNITY & TECHNICAL COLLEGE SYSTEM

TO: Dr. Monty Sullivan
LCTCS President

FROM: Charliette Roberson *CR*
Director of System Advancement

DATE: November 26, 2018

RE: Board of Regents Matched Endowments

APPROVED
SLK 12/12/18
LCTCS BOARD OF SUPERVISORS

FOR BOARD ACTION:

Recommendation: Staff recommends that the board approve the endowed scholarships below:

Bossier Parish Community College

Citizens National Bank / John N. McConathy – Curt Eysink Memorial
Endowed Two-year Workforce Scholarship in Business
\$120,000 total endowment (\$90,000 private: \$30,000 public)

Citizens National Bank / John N. McConathy Endowed Professorship in
Business
\$100,000 total endowment (\$60,000 private: \$40,000 public)

Bossier Healthcare Foundation Endowed Professorship in Allied Health
\$100,000 total endowment (\$60,000 private: \$40,000 public)

Fletcher Technical Community College

Fletcher Foundation – Curt Eysink Memorial Endowed Two-Year
Workforce Scholarship in Electrical
\$40,000 total endowment (\$30,000 private: \$10,000 public)

Northshore Technical Community College

Weeks Marine Endowed Professorship in Maritime Technology
\$100,000 total endowment (\$60,000 private: \$40,000 public)

Weeks Marine Endowed Professorship in Welding
\$100,000 total endowment (\$60,000 private: \$40,000 public)

Weeks Marine – Curt Eysink Memorial Endowed Two-Year Student
Workforce Scholarship in Welding
\$120,000 total endowment (\$90,000 private: \$30,000 public)

Weeks Marine – Curt Eysink Memorial Endowed Two-Year Student
Workforce Scholarship in Electrician
\$120,000 total endowment (\$90,000 private: \$30,000 public)

Nunez Community College

Thomas Warner – Curt Eysink Memorial Two-year Endowed Workforce
Scholarship in Process Technology

\$40,000 total endowment (\$30,000 private: \$10,000 public)

SOWELA Technical Community College

Anna Landry Endowed Scholarship-Wade Shaddock - Curt Eysink
Memorial Endowed Two-Year Student Workforce Scholarship in
Nursing

\$20,000 total endowment (\$10,000 private: \$10,000 public)

Background: The Board of Regents Support Fund is funded through the interest earnings from a Trust Fund dedicated in the Louisiana State Constitution. Each year, funds are allocated to endow program chairs, professorships and scholarships. Colleges are responsible for contributing private funds that matched with public funds according to Board of Regents policies. One of the policy requirements is approval of the endowments by the respective management board prior to submission to the Board of Regents.

History of Prior Actions: There is a history of approving the establishment of endowments at LCTCS colleges to comply with Board of Regents match requirements.

Fiscal Impact: This endowment is the result of \$580,000 in private donations. If the matches are approved by the Board of Regents, these endowments will secure an additional \$280,000 in state funding, for a total increase in net assets of \$860,000.

Benefits to System: This will help our colleges takes steps towards reaching the \$50 million asset goal laid out by Our Louisiana 2020.



Approved for Recommendation to the Board
Dr. Monty Sullivan, President

12-12-18
Date



RICK BATEMAN, JR., Ph.D.
Chancellor
Bossier Parish Community College

November 14, 2018

Dr. Monty Sullivan
Louisiana Community and Technical College System
265 South Foster Drive
Baton Rouge, LA 70806

Dear Dr. Sullivan,

Bossier Parish Community College respectfully requests matching support funds from the Louisiana Board of Regents to establish the following endowments at Bossier Parish Community College:

Citizens National Bank / John N. McConathy Endowed Two-Year Workforce Scholarship in Business

This endowment is made possible with \$90,000 private matching funds raised by the BPCC Foundation. BPCC requests \$30,000 in matching dollars to fully endow the fund at \$120,000. This request is made in compliance with the BoRSF subprogram program's policy for a 3:1 match for two-year colleges in Business with a minimum non-state contribution of \$10,000.

Citizens National Bank / John N. McConathy Endowed Professorship in Business

This endowment is made possible with \$60,000 in private matching funds raised by the BPCC Foundation. BPCC requests \$40,000 in matching dollars to fully endow the fund at \$100,000. This request is made in compliance with the BoRSF professorship program's policy with a minimum non-state contribution of \$60,000 for those institutions with fewer than 15 endowed professorships.

Bossier Healthcare Foundation Endowed Professorship in Allied Health

This endowment is made possible with \$60,000 in private matching funds raised by the BPCC Foundation. BPCC requests \$40,000 in matching dollars to fully endow the fund at \$100,000. This request is made in compliance with the BoRSF professorship program's policy with a minimum non-state contribution of \$60,000 for those institutions with fewer than 15 endowed professorships.

Bossier Parish Community College is pleased to partner with Louisiana Board of Regents in this effort to answer Louisiana's workforce priorities by providing opportunities to increase college access and success for students, as well as attract and retain distinguished faculty to our institution.

Thank you for considering our request as we strive to enhance the quality of life for citizens of Northwest Louisiana and to promote the economic development of our great state.

Sincerely,

Rick Bateman, Jr., Ph.D.
Chancellor



BPCC Foundation Board of Directors

OCT. 18, 2018

2:00 P.M.

BPCC, A-230

PRESENT

Bruce Roberts, President
Billy Montgomery, Athletic Com.
Dr. Rick Bateman, Chancellor
Tina Martinez
Dr. Phillip Rozeman
Mike Woods

EX-OFFICIO:

Jennifer Lawrence, Director

STAFF:

Susie Stinson, Development Director
Nancy Lopez, Administrative Coordinator
Tom Williams, Executive Vice Chancellor
Christy Moore

ABSENT

Rocky Rockett, Vice President
John Michael Moore, Treasurer
Sonja Bailes, Secretary
John Hubbard, Imm. Past President
Kary Landry
Markey Pierre
Carol Windham
Ray Tromba

Excused (Advance notification received, proxy received)

MINUTES

Voting members present: Roberts, Montgomery, Bateman, Martinez, Rozeman, Woods
Proxies were received by: Bailes, Tromba

Opening Remarks: Having established a quorum, Mr. Roberts welcomed Board members and staff.

Old Business

I. Minutes & Agenda

On motion by Billy Montgomery and seconded by Phillip Rozeman, the Board voted to approve the agenda and the August 16, 2018 meeting minutes.

New Business

II. Financials, Jennifer Lawrence

a. Current Financial Balance Sheet

Balance sheet and profit and loss report dated September 30, 2018 presented to Board members for review.

b. CIET Facilities funds reallocation & Board of Regents matching recommendations

Jennifer Lawrence told the Board she had a discussion with T. Williams and Dr. Bateman concerning \$68,000 from CIET (Building L) building fund. Lawrence asked to Board to reallocate the funds to create new internal endowments. Dr. Bateman thanked J. Lawrence for working to inspire others

to raise money. Moving CIET funds would create new scholarships and fund a portion of the Quad Project, which was approved at the October 16, 2018 meeting. J. Lawrence also presented the following recommendations for Board of Regents matching funds: Citizens National Bank / John N. McConathy Endowed Two-Year Workforce Scholarship in Business; Citizens National Bank / John N. McConathy Endowed Professorship in Business; and Bossier Healthcare Foundation Endowed Professorship in Allied Health. A letter of intent to LCTCS would need to be made in November. Discussion followed.

On motion by Dr. Rick Bateman and seconded by Tina Martinez, the Board voted unanimously to move \$68,000 from CIET Building Fund to create four new scholarships and fund a portion of the Quad Project and to submit three new requests to the Board of Regents for matching funds, all as presented by J. Lawrence.

Lawrence reports the grant application to the Community Foundation has advanced to Phase II.

III. Development Report, Susie Stinson

S. Stinson talked about November being Month of Giving. She talked about the recent CASE conference and was able to see how other schools successfully used membership levels and asked the Board for feedback. Stinson also told the Board of her ideas for fundraising- online, crowdfunding, bowling event.

<excerpt from minutes>



1407 Highway 311 • Schriever, LA 70395
Phone: 985-448-7900 • Fax: 985-446-3308 • www.fletcher.edu

November 26, 2017

Dr. Monty Sullivan
Louisiana Community and Technical College System
265 South Foster Drive
Baton Rouge, LA 70806

RE: APPROVAL OF ENDOWED SCHOLARSHIP FOR BORSF MATCH

Dear Dr. Sullivan:

On behalf of Fletcher Technical Community College, I would like to formally announce our intention to apply for Board of Regents Support Fund (BoRSF) match dollars through the Two-Year Workforce Endowed Scholarship Program.

By way of this correspondence, we ask the LCTCS Board of Supervisors to approve the establishment of the following endowed scholarship:

- Fletcher Foundation Endowed Two-Year Workforce Scholarship in Electrical
 - This endowment is made possible with \$30,000 in private matching funds raised by the Fletcher Foundation. Fletcher request \$10,000 in matching dollars to fully endow the fund at \$40,000. This request is made in compliance with BoRSF subprogram's policy for a 3:1 match for two-year colleges in Electrical with a minimum non-state contribution of \$30,000.

The establishment of this endowed scholarship allows Fletcher to provide opportunities to increase college access and student success and enhance the quality of education.

I appreciate the consideration of the LCTCS Board of Supervisors.

Sincerely,

A handwritten signature in blue ink, appearing to read "W. Chandler LeBoeuf", is written over a horizontal line.

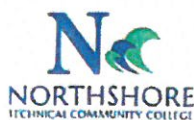
W. Chandler LeBoeuf
Executive Director of Institutional Advancement & Fletcher Foundation
Fletcher Technical Community College

CC: Dr. Kristine Strickland, Chancellor
Mr. Kenneth Wood, Sr, Chairman

SCHRIEVER CAMPUS
(MAIN CAMPUS)
1407 Hwy. 311
Schriever, LA 70395

THIBODAUX FACILITY
1425 Tiger Drive
Thibodaux, LA 70301

HOUMA FACILITY
310 St. Charles Street
Houma, LA 70360



NORTHSHORE TECHNICAL COMMUNITY COLLEGE

DANIEL ROBERTS, Ph.D.
ACTING CHANCELLOR

WWW.NORTHSHORECOLLEGE.EDU
FLORIDA PARISHES BRANCH CAMPUS
HAMMOND AREA BRANCH CAMPUS
SULLIVAN BRANCH CAMPUS
LACOMBE MAIN CAMPUS

TO: Dr. Monty Sullivan, President of Louisiana Community and Technical College System
FROM: Northshore Technical Community College
DATE: November 26, 2018
RE: Endowed Professorships Subprogram and Endowed Two-Year Student Workforce Scholarship

Dear Dr. Sullivan:

Northshore Technical Community College has received donations from Weeks Marine, Inc. to develop two Endowed Professorships and two Endowed Two-year Student Workforce Scholarships. NTCC is requesting the Louisiana Board of Regents to establish the following endowments and is seeking matching funds from the Board of Regents Support Fund (BoRSF):

Weeks Marine Endowed Professorship in Maritime Technology (\$60K donation/\$40K match)

This endowment is made possible with \$60,000 private matching funds raised by the Northshore College Enhancement Foundation. NTCC requests \$40,000 in matching dollars to fully endow the fund at \$100,000. This request is made in compliance with the Board of Regents Support Fund professorship program's policy with a minimum non-state contribution of \$60,000 for those institutions with fewer than 15 endowed professorships.

Weeks Marine Endowed Professorship in Welding (\$60K donation/\$40K match)

This endowment is made possible with \$60,000 private matching funds raised by the Northshore College Enhancement Foundation. NTCC requests \$40,000 in matching dollars to fully endow the fund at \$100,000. This request is made in compliance with the Board of Regents Support Fund professorship program's policy with a minimum non-state contribution of \$60,000 for those institutions with fewer than 15 endowed professorships.

Weeks Marine Endowed Two-Year Student Workforce Scholarship in Welding (\$90K donation/\$30K match)

This endowment is made possible with \$90,000 private matching funds raised by the Northshore College Enhancement Foundation. NTCC requests \$30,000 in matching dollars to fully endow the fund at \$120,000. This request is made in compliance with the Board of Regents Support Fund subprogram program's policy for a 3:1 match for two-year colleges in Welding with a minimum non-state contribution of \$10,000.

Weeks Marine Endowed Two-Year Student Workforce Scholarship in Electrician (\$90K donation/\$30K match)

This endowment is made possible with \$90,000 private matching funds raised by the Northshore College Enhancement Foundation. NTCC requests \$30,000 in matching dollars to fully endow the fund at \$120,000. This request is made in compliance with the Board of Regents Support Fund subprogram program's policy for a 3:1 match for two-year colleges in Electrician with a minimum non-state contribution of \$10,000.

Many people across the Northshore region grow up with a strong connection to the water. With endowed professorships in Maritime Technology and Welding as well as endowed scholarships in Welding and Electrician programs, NTCC will be better prepared to help more students obtain credentials needed to succeed in maritime and related industries. Northshore Technical Community College is pleased to partner with Louisiana Board of Regents in this effort to increase access and success for students, in addition to attracting and retaining qualified faculty.

Thank you for considering our request as we strive to enhance the quality of life for citizens of Louisiana.

Sincerely,



Daniel Roberts, Ph.D.
Acting Chancellor of Northshore Technical Community College



Northshore College Enhancement Foundation (NCEF) Board Meeting

July 5, 2017

8:00 a.m.

Northshore Technical Community College, STEM Campus

Minutes

Board Attendees: William Wainwright, Robby Miller, Tim McCarthy, Simone Bruni
NTCC Representatives: April Smith, Jim Carlson

Not present: Sean Burkes

Guests: Patrick Gros, CPA

Robby Miller called the meeting to order at 8:06 a.m.

I. Three endowment investment proposals were introduced.

1st proposal: Paul Morris, CLU, ChFC, AEP of Harbor Financial Services, LLC/ Accounts carried at Raymond James & Associates, Inc.

2nd proposal Alan Knight, CFP of Knight Wealth Services, Securities offered through Raymond James Financial Services, Inc.

3rd proposal Troy Richards, Gulf Coast Bank, Securities offered through LPL Financial

Advised by Dr. Wainwright and approved by all Board members to call for a vote via email after Patrick Gros submits an endowment proposal summary of all three proposals. April Smith will email all Board members with summary and call for deadline to vote via email.

II. Robby Miller makes motion to form Finance Committee, seconded by Tim McCarthy. Suggestions for committee members: Tim McCarthy, Marc Chauvin, April Smith

III. Northshore Technical Community College has received donations from Weeks Marine, Inc. to develop two Endowed Professorships and two Endowed 2-year Student Workforce Scholarships. Motioned by Tim McCarthy and seconded by Simone Bruni, NTCC is requesting the Louisiana Board of Regents to establish the following endowments and is seeking matching funds from the Board of Regents Support Fund (BoRSF):

Weeks Marine Endowed Professorship in Maritime Technology (\$60K donation/\$40K match)

This endowment is made possible with \$60,000 private matching funds raised by the Northshore College Enhancement Foundation. NTCC requests \$40,000 in matching dollars to fully endow the fund at \$100,000. This request is made in compliance with the Board of Regents Support Fund professorship program's policy with a minimum non-state contribution of \$60,000 for those institutions with fewer than 15 endowed professorships.

Weeks Marine Endowed Professorship in Welding (\$60K donation/\$40K match)

This endowment is made possible with \$60,000 private matching funds raised by the Northshore College Enhancement Foundation. NTCC requests \$40,000 in matching dollars to fully endow the fund at \$100,000. This request is made in compliance with the Board of Regents Support Fund professorship program's policy with a minimum non-state contribution of \$60,000 for those institutions with fewer than 15 endowed professorships.

Weeks Marine Endowed Two-Year Student Workforce Scholarship in Welding (\$90K donation/\$30K match)

This endowment is made possible with \$90,000 private matching funds raised by the Northshore College Enhancement Foundation. NTCC requests \$30,000 in matching dollars to fully endow the fund at \$120,000. This request is made in compliance with the Board of Regents Support Fund subprogram program's policy for a 3:1 match for two-year colleges in Welding with a minimum non-state contribution of \$10,000.

Weeks Marine Endowed Two-Year Student Workforce Scholarship in Electrician (\$90K donation/\$30K match)

This endowment is made possible with \$90,000 private matching funds raised by the Northshore College Enhancement Foundation. NTCC requests \$30,000 in matching dollars to fully endow the fund at \$120,000. This request is made in compliance with the Board of Regents Support Fund subprogram program's policy for a 3:1 match for two-year colleges in Electrician with a minimum non-state contribution of \$10,000.

- IV. Dr. Wainwright requests motion for NCEF to accept two Southern Nights tickets donated to employees of College. Tim McCarthy makes motion. Simone Bruni seconds.

Robby Miller makes motion to adjourn. Tim McCarthy seconds. Meeting Adjourned: 9:50 a.m.



NUNEZ COMMUNITY COLLEGE

3710 PARIS ROAD • CHALMETTE, LA 70043 • (504) 278-6491 • FAX: (504) 278-6480

November 26, 2018

Dr. Monty Sullivan, President
Louisiana Community and Technical College System
265 Foster Drive
Baton Rouge, LA 70806

Dear Dr. Sullivan:

On behalf of the Nunez Community College Foundation, I am requesting approval from the LCTCS Board of Supervisors to apply for the Louisiana Board of Regents Support Fund (BoRSF) match dollars through the Two-Year Workforce Endowed Scholarship Program. By way of this correspondence, we ask the LCTCS Board of Supervisors to approve the establishment of the following Two-Year Workforce Endowed Scholarship:

Thomas Warner Endowed Two-Year Workforce Scholarship in PTEC – Process Technology

This endowment was made possible by \$30,000 in contributions from a variety of contributors including Chalmette Refining, PBF to be matched by \$10,000 in state dollars from the Louisiana Board of Regents.

The Thomas Warner Endowed Scholarship will provide students the opportunity to pursue a career in PTEC Process Technology- a high wage-high demand job in our region. The PTEC program prepares students to become process technicians and operators who control and monitor systems that keep plants running efficiently and safely.

I appreciate the consideration of the LCTCS Board of Supervisors.

Sincerely,

Katherine Lemoine
Director of Development
Nunez Community College

Nunez Community College Foundation

Regular Board Meeting

November 15, 2018

Attending: Tina Tinney, Cliff Englande, Katherine Lemoine, David Huff, Mike Karge, Ronald Rodriguez, Frank Auderer, Horace Evans, Rita Gue, Doris Voitier, Ron Chapman, Derwood Brady, Gus Riess, Tommy Warner and Josie Dietz.

Meeting: Began at 9:35 a.m.

1. Welcome – Frank Auderer
2. Roll Call – Josie Dietz
3. Approval of Minutes – Mr. Auderer asked if there were any corrections.
 - Motion by Mr. Cliff England and seconded by Mr. Guss Riess to accept the minutes of August 17, 2018 with all in favor.

4. Financial Reports – David Huff

Mr. Huff reviewed the Financial report for FY 2018-2019 as of 10/31//18

Cetera, AGI were all consolidated into the new portfolio.

See page 3 of financial report (attachment 4)

Ms. Lemoine stated that at the last meeting we talked about scholarships. David and I are looking over the scholarship funds from pre and post Katrina to update all donor documentation and contact info. We want to make sure we have documentation on all scholarships.

In March 2019, we would like to have our first scholarship donor/ recipient breakfast.

- Motion by Ms. Doris Voitier and seconded by Mr. Cliff Englande to accept the financial Report of FY 2018-19 as of 10/31/18 with all in favor.
- a) We received \$20,000 in scholarships from Chalmette Refining in Dr. Warner's name for PTEC scholarship. We received an additional \$5,000 from Chalmette Refining to use towards PTEC Scholarship. We would like to leverage \$5,000 existing scholarship dollars and apply for the BORSF Matching Funds.
 - Motion by Ms. Doris Voitier and seconded by Mr. Cliff Englande to use Foundation dollars to apply for BORSF Matching Funds.

5. Chancellor's Report – Dr. Tina Tinney

Introduction of Vice Chancellor for Finance and Operations (get slide show attachment for minutes)

- a. Financial Operations – Mr. Ronald Rodriguez looking at the reorganization (slide show) of organizational chart.

Mr. Rodriguez working diligently on all accounts and bringing us up to speed.

Continuing Education includes Workforce

New Mission and Core Values are now posted in front of buildings as you walk in.

- Average adult student is 29 years old.
- We have Adult Education, STEAM now on campus.
- We have done boot camps on campus.
- Neuro Science camp coming up soon.

We have Development I.R/I.E. and Director of Communications in place.

Director of Communications, Mr. Jason Leader

We have a Chancellor's Council who is working on all our policies and who will meet monthly.

V.C.F.O. – Organizational Chart (Attachment 5)

We invite all faculty and staff to view our financial information. We will explain all the different pots of money. Restricted, unrestricted, etc.

Under VCFO is Human Resources, Accounting, and Facilities

Continuing Education organization and SACS Liaison – Lenny Unbehegan

Under him is Adult Education, STEAM, Workforce Development, Continuing Education, Non-Credit, and Student Success Center.

Student Success building will begin construction in 2020.

Academic Affairs – Vice Chancellor of Academic Affairs, Dean of Academic Affairs, Dean of Health Science, and Director of Technology.

Student Affairs – (See Charts)

- b. We had the Governor's visit here on campus and LED – Approximately 85 people were in attendance. Very well received.

- c. Enrollment Demographics and Minority Service Instruction Program

U.S. Department of Interior

Two institutions involved. Nunez does qualify and will apply for these funds.

Nunez has a 60% graduation rate of minorities.

Mr. Chapman stated when we (faculty) talk to students, they feel as if they are a part of a family and not a number, whereas Delgado is a different atmosphere.

Dr. Tinney – We know that we are getting students from those that live in other districts. As I stated the average age is 29.

d. Opening in December 2018 – Nunez Pelican Pantry

We reached out to Second Harvest but they are not working in St. Bernard

We did not stop but moved forward on this project in an effort to help our students. Nunez will front our pantry with the help of our own faculty and staff support. At some point, we may work with our community.

DRAFT

SOWELA FOUNDATION

SOWELA Foundation
2018 Board of Directors

December 10, 2018

Bill Hankins, President
Real Estate Development

Stuart Moss, Vice Pres.
Credit Services

Daniel Frick, Sec./Treasurer
Financial Mgmt. Professionals

Taylor Alexander
Edward Jones

Fil Bordelon
Capital One Bank

Todd Clemons
Todd Clemons & Associates

Michael Flatt
Northrop Grumman

Martin Guillory
Calcasieu Parish School Bd.

Hardtner Klumpp
The Investors Group of LA

Elizabeth McLaughlin
Golden Nugget

Donnie Morris
BancorpSouth

Claude Leach
Sweet Lake Land & Oil

Etta Pete
SWLA Sickle Cell Anemia

Nora Popillion
Delta Downs
Racetrack|Casino|Hotel

James Sudduth
Sudduth & Associates

Dr. Monty Sullivan, President
Louisiana Community and Technical College System
265 South Foster Drive
Baton Rouge, LA 70806

Dear Dr. Sullivan,

On behalf of SOWELA Technical Community College and the SOWELA Foundation, I request approval from the Louisiana Community and Technical College system (LCTCS) to apply for Board of Regents matching funds to create an Endowed Two-Year Workforce Scholarship.

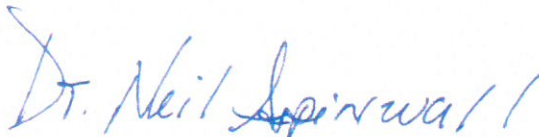
A 1:1 match will be requested for the following donor:

- Anna Landry Endowed Scholarship – Wade Shaddock (\$10,000)

In effort to submit this request in a timely manner and have it placed on the December LCTCS Board of Supervisor's meeting agenda, the SOWELA Foundation Board provided email approval. I have attached a memo regarding same.

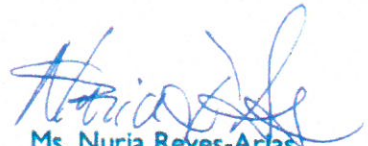
Upon approval from the LCTCS Board of Supervisors, proposals will be submitted per the Board of Regents Support Fund Enhancement Program guidelines.

Thank you for your consideration,



Dr. Neil Aspinwall (signed by
SOWELA Chancellor

Nuria Reyes -
AIA - provided
Verbal approval
12/10/2018



Ms. Nuria Reyes-Arias
Executive Director of
Institutional Advancement



Date: December 10, 2018

From: Ms. Nuria Reyes-Arias, Executive Director SOWELA Foundation

TO: Dr. Monty Sullivan, LCTCS

Re: SOWELA Board Approval to Submit for Matching BoRSF

The SOWELA Foundation recently accepted a \$10,000 donation to establish an endowed scholarship in honor of Ms. Anna Landry. The following Board Members indicated their approval to submit for matching funds via email:

1. Martin Guillory
2. Hardtner Klumpp
3. Stuart Moss
4. Bill Hankins
5. Daniel Frick
6. Michael Flatt
7. Nora Popillion
8. Etta Pete- over the phone approval