

**MINUTES OF  
SPECIAL MEETING  
OF  
LIFE SKILLS CENTER OF PONTIAC  
BOARD OF DIRECTORS**

**Date:** July 8, 2022  
**Time:** 10:30 AM  
**Location:** 34705 W. 12 Mile Rd. Suite 160  
Farmington Hills, MI 48331

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**1. Call to Order and Roll Call**

The meeting was called to order at 10:37 AM by Member Williams.

Board Members Present: Kimberly Williams  
Clark Sanford  
Otis Ewing

Others Present: Nicholas Kovach  
William Frush  
Valerie Chase (USLC)  
Skip Hansen (USLC)

**2. Approval of Agenda**

Motion: Member Ewing moved to approve the Agenda.

Second: Member Sanford seconded the motion.

Ayes: 3 Nays: 0

**Motion carried 3 – 0.**

**3. Approval of Minutes of June 27, 2022**

Motion: Member Sanford moved to approve the Special Meeting Minutes of June 27, 2022.

Second: Member Ewing seconded the motion.

Ayes: 3 Nays: 0

**Motion carried 3 – 0.**

**4. Public Comment (Related to Agenda Items)**

There were no public comments related to Agenda items.

**5. Approval of ESP Agreement**

Motion: Member Sanford moved to approve the new ESP Agreement with U.S. Learning Corporation (USLC)

Seconded: Member Ewing seconded the motion.

Ayes: 3 Nays: 0

**Motion carried 3 – 0.**

**6. Ratification of Transition Agreement**

Motion: Member Ewing moved to ratify the Transition Agreement.

Seconded: Member Sanford seconded the motion.

Ayes: 3 Nays: 0

**Motion carried 3 – 0.**

**7. Extended Public Comment (comment on any matter, 3 minutes per person).**

- Skip Hansen expressed his eagerness to begin working with Life Skills.
- Valerie Chase expressed that USLC was preparing offer letters for 2022-2023 staff members and would prioritize retaining preexisting staff members.
- Nicholas Kovach addressed the status of the lease negotiations for the current building.
- Next Board meeting tentatively established for August 29, 2022.

**8. Adjournment**

There being no further business before the Board, Member Williams called for a motion to adjourn the meeting.

Motion: Member Sanford moved to adjourn the meeting.

Seconded: Member Ewing seconded the motion.

Ayes: 3 Nays: 0

**Motion carried 3 – 0.**

The meeting was adjourned at 10:59 am.

**CERTIFICATION**

Proposed Minutes Respectfully Submitted,



Nicholas S. Kovach, Recording Secretary

Dated: 7/11/2022

APPROVED by the Life Skills Center of Pontiac Board of Directors on 8/29, 2022.



Clark Sanford, Board Secretary

Dated: AUGUST 29, 2022.