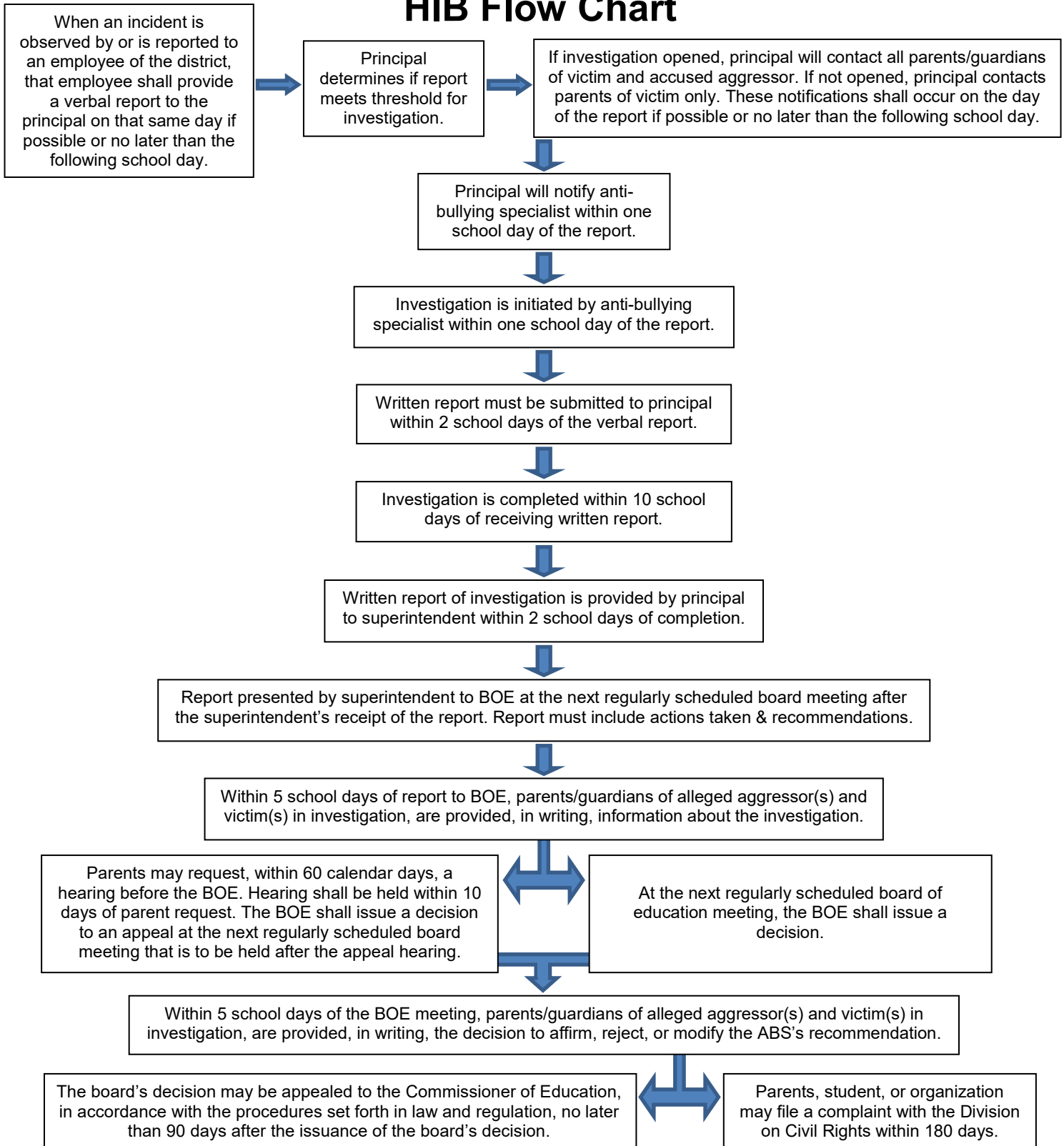


**Exhibit 1**

**HIB Flow Chart**



First Reading: June 13, 2016  
 Second Reading/Adoption: July 25, 2016  
 Readopted: November 14, 2016  
 Revised/Readopted: January 7, 2019

Readopted: March 18, 2019  
 First Reading: January 6, 2020  
 Second Reading/Adoption: January 27, 2020