



**Gila County Provisional Community College District
Governing Board Meeting
Electronic (Zoom) Meeting
Wednesday, February 8, 2023
** APPROVED ****

1. Meeting was called to order by President Brocker at 9:02 a.m.

Board Roll Call – Vice-President Moorhead present; Secretary Cockrell present; Treasurer Knauss, excused absence; Member Shipley present; President Brocker present.

Also Present: Janice Lawhorn, GCPCCD Interim President; Phil McBride, Senior Dean, Gila Pueblo/Payson Campuses; Ann Knights, Associate Director, Payson Campus; Leitha Griffin, Marketing Coordinator; Jessica Scibelli, Gila County Deputy Attorney; Trae Morris, EAC/GCPCCD Financial Liaison; Ron Carnahan, IT Coordinator; Associate Director Derryl Meeks, Maintenance

Guests: None

Pledge of Allegiance – led by Vice-President Moorhead

2. Call to the Public – Waived by President Brocker:

Pursuant to A.R.S. 38-431.01 (H), this is an opportunity for the public to comment on any issue within the jurisdiction of the Gila County Community College Provisional District Governing Board. The Board President may determine reasonable time, space, and manner limitations. At the conclusion of an open call to the public, individual members of the Board may respond to criticism made by those who have addressed the Board, may ask staff to review a matter, or may ask that a matter be put on a future agenda. Members of the Board will not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.

No one approached the Board.

3. Reports

A. President’s Report – Dr. Jan Brocker

- President Brocker stated she has mainly been working on a revised IGA/contract with the College attorney. There will be information forthcoming.

B. Interim President Report – Dr. Janice Lawhorn

- Treasurer Knauss and Dr. Lawhorn closed the Bank of the West accounts on January 25. Unfortunately, the Bank of the West was unable to compete with the rates through the Arizona State Treasury Local Government Investment Pool (LGIP). The funds were transferred successfully to the LGIP Fund 7 account. Since then, the account has earned \$6,055 in interest and it is currently paying 4.23% annually. She thanked Coordinator Morris for providing his assistance as she worked through setting up the bank accounts.
- Dr. Lawhorn reported that she sent out approximately 185 “Save the Date Announcements” on Friday, February 3 for the Gila Pueblo Campus March 9 celebration. Invitations for both campuses

have been ordered and will be sent out either tomorrow or Monday for Payson and next week for Gila Pueblo Campus. She stated Associate Director Knights and Coordinator Griffin may have additional information to add to their reports.

- Board Members should have received an email indicating IT Coordinator Ron Carnahan has enough phone numbers to give each Board Member their Gila phone numbers. She asked that they provide him with the phone number to which to forward calls. This number will be put on the new business cards and will ring in as Gila Pueblo Campus when it forwards.

(Member Shipley joined the meeting at this point.)

- Dr. Lawhorn asked the attendees to please begin using the gilacc.org email addresses to send correspondence to any of the Board Members. Member Shipley will be setting up his account.
- We are preparing contracts at an hourly rate for a procurement specialist and an HR specialist. The contracts will each be for less than \$10K with a June 30 end date.
- The documents requested by GCPCCD for the Miami Unified School District (MUSD) on the Las Lomas building have been received and sent to the attorney for review. The appraisal came in at \$1.75 million. Member Shipley asked if the appraisal included the value of the land. He indicated that the appraisal does not mean that is the purchase price but that an appraisal needed to be completed because public funds would be expended. Additionally, did the appraiser know that FMI owns the land, not MUSD? If there are no other prospective buyers, GCPCCD could purchase it for significantly less. President Brocker indicated some documents were missing from what Dr. Lawhorn received as a Quit Claim and Relinquishment Deed was referenced in a letter from FMI to MUSD. Dr. Lawhorn stated she has requested a copy of the Deed from MUSD. President Brocker stated that MUSD's legal counsel has not furnished documentation on the ability of MUSD to sell the property as the sale of the property would need to go on a ballot before the voters. Dr. Lawhorn will forward the documents to Member Shipley for review.
- Associate Director Meeks has received one quote based on the RFP that was published for electrical work at the Regional Training Center in Miami. MDC submitted a bid of approximately \$65K to upgrade the electrical; they would request half of it down before ordering materials which could take up to two months to receive. Associate Director Meeks has been in contact with Freeport McMoRan as they will need to approve the upgrade, but he does not anticipate any concern. We will bring this to the next Board meeting upon FMI's written approval of the project.
- A check for approximately \$43K was received from The Trust for the roof damage and was deposited in WaFd. The reimbursement from the Trust was approximately \$28K higher than the original \$15K since the roof damage was significantly underestimated. Associate Director Meeks reported that interior repairs have not yet started as there was some asbestos found in some of the floor tiles. He is working with The Trust on the asbestos abatement before the insurance company begins repairs. They will be working over the weekend to make the repairs and hopefully be completed next week if all goes well.

C. Sr. Dean's Report – Dr. Phil McBride

- Sr. Dean McBride's report was submitted in the packet. Enrollments have slightly increased over the past three springs.
- Dr. McBride indicated he did not receive the FTSE reports from Institutional Research in time to present data regarding the lost online enrollment FTSE in Gila. EAC has created an online campus and all online FTSE, including Gila County residents, are being reported as EAC FTSE, not Gila as it

had been in the past. Dr. McBride stated he has not received information indicating how Gila will be compensated for the lost FTSE. President Brocker said that as the numbers become available, she asked that he sends them to the Board Members. He said they are offering some Zoom courses in Gila County which will be Gila FTSE. President Brocker stated the lost FTSE affects the expenditure limitation for GCPCCD.

D. Gila Pueblo (Globe) Campus Report – Associate Director Andrea Renon/Coordinator Leitha Griffin

- Associate Director Renon’s report was submitted in the packet. Associate Director Renon was excused from the meeting as she had some private family matters. President Brocker asked that Coordinator Griffin extend our deepest regards to Associate Director Renon and she indicated she would.
- Coordinator Griffin reported that we will be using Guayo’s on the Trail for catering for the March 9 celebration at the Gila Pueblo Campus. She has ordered 6” color-coded “Key to the Future” wrist lanyards to be given away at both celebrations. The color-coded lanyards will indicate which group the attendees are in for the campus tours. Dr. Brocker thanked Coordinator Griffin for her work on the celebration thus far.

E. Payson Campus Report – PC Associate Director Ann Knights

- Associate Director Knights’ report was submitted in the Board Packet. She added that there were approximately 140 “Save the Date Announcements” sent out for the March 3 celebration and anticipates sending approximately 185 invitations. They are in the process of setting up the breakout sessions. They have not received all their catering quotes. Vice-President Moorhead asked if the telescope would be ready for the March 3 celebration as many of his contacts have expressed interest. Associate Director Knights stated the telescope has been ordered but it could be several months before it is set up. Because Dr. Russ Genet will not be in attendance, she has asked him to prepare a short video on the telescope. Vice-President Moorhead stated he has spoken to several individuals about the celebration. President Brocker thanked Dr. Lawhorn, Associate Director Knights, and her Payson team for working diligently on the address lists. These lists will be valuable for other events on the two campuses.
- Associate Director Knights stated a zero-cost contract was created for the Mt. Cross Lutheran Church space that will be used for the band concerts this spring. As this is an EAC course, EAC will approve the contract and provide the Certificate of Liability.

F. Financial Report – Financial Coordinator Trae Morris

- The financial statement through December 31, 2022, was included in the Board Packet.
- Coordinator Morris attended the Governmental Accounting Conference in Phoenix where Deputy State Treasurer Mark Swensen stated that returns for the LGIP accounts were in the top 5% of the nation and that the Arizona State Treasury is in solid shape.
- Spending is in line with the budgets and both campuses are under 40%. Anything under 50% is good as we pass the mid-year mark.
- The expenditure limitations are being felt across all of Arizona including the K-12s. EAC is also concerned about running up against its expenditure limitation. Coordinator Morris stated that the penalty for exceeding the limitation is only on the dollar amount over the limitation. There is a process to argue the case for exceeding the limitation if that does happen. With FTSE being down and spending being up, there is a concern, even though we are under budget. What determines the expenditure limitation is calculated at the end of the year even though budgets are submitted at the beginning of the year. The limitation prevents institutions from spending money even if they have funds to expend. Coordinator Morris clarified that the contingency fund is built into the

budget and is not considered a cushion as it still factors into the expenditure limitation. We are ensuring we are using Work Force Development funds as appropriate. Dr. Brocker stated we are in good shape as we have had carryover funds and have funds in the bank. She indicated our lobbyist will also keep us updated regarding any new legislation on the expenditure limitation.

- Dr. Brocker thanked Coordinator Morris and Dr. Lawhorn for getting the WaFd and LGIP bank accounts set up. With interest rates going up, we should see some substantial interest revenues. She stated the interest we received in one month with the LGIP is probably greater than the past 10 years with our other bank.

4. Standing Business

- A. **Accreditation Strategy** – President Brocker asserted we are delaying hiring an accreditation consultant until next fiscal year. We are being methodical about building the infrastructure before we move forward with the eligibility process.
- B. **Funding Strategy** – Member Shipley indicated the committee for the Gila County/GCPCCD Advisory Committee as required by the Gila County/GCPCCD IGA, has been established. He is proposing Bobby Davis, Neal Jensen, and Carl Coach be appointed which will be addressed in item 5A, New Business. Member Shipley believed two individuals from the southern part of Gila County, two from the northern part, and one from outside of the County will make for an excellent committee. He also stated that he would like to get with Dr. Lawhorn and President Brocker to ensure the committee understands its objectives and they can move in the right direction. Dr. Brocker also suggested Attorney Scibelli be part of this discussion as she was integral in putting the IGA together.
- C. **Legislative Strategy** – Vice-President Moorhead stated that Legislative District 7 is already looking toward the 2024 elections. Steve Slaton, owner of Show Low’s Trump Store, and Walt Blackman, previous Arizona House Representative and retired United States Army, have already filed their paperwork. Member Shipley asked for clarification on those announcing their runs for the legislature with the new legislature being seated in January. Vice-President Moorhead indicated that was accurate.
- There have been some bills proposed regarding the expenditure limitation. The “skinny budget” bill fell one vote short as one Republican member would not vote on it. The House voted to approve an override of the expenditure limitation, but Vice-President Moorhead questioned if they could do this as this was previously voter-approved.
- Bill SB 1140 could adversely affect Gila County. In conversation with Eric Mariscal, Elections Director in Gila County, the cost of 45 new voting machines could cost the County approximately \$500K over five years.
- D. **Workforce Development** – Treasurer Knauss was excused from the meeting. There was no update provided except for what was previously discussed regarding Las Lomas.
- E. **Community Relations** – Secretary Cockrell stated we are hoping to move the hiring of the new Payson Marketing position forward. Dr. McBride indicated the position was not yet posted and EAC Marketing Director Kris McBride stated he has been swamped. Dr. McBride said that maybe he can complete the Position Opening Notice (PON) so it can be posted if Director McBride cannot get to it. Dr. Brocker asked if Coordinator Griffin could be listed separately on the agenda; Dr. Lawhorn indicated she will add her to the March agenda.

Coordinator Griffin indicated the following:

- There was a Welcome Back BBQ held on the Gila Pueblo Campus on January 12 with over 55 individuals attending. There were several adjunct faculty she had never met before that attended.
- On January 18, a FASFA night was held at Globe High School.
- The College Days event was held on the Payson Campus on January 26.
- On January 31, there was an Allied Health Advisory Committee meeting held.
- There was an appreciation welcome-back event where students and faculty were given snacks held on January 31. They felt appreciated and Coordinator Griffin anticipates this event will continue.
- She met with KRDE Radio Station on Friday, February 3 to discuss advertising. Although their prices are more than double what KRIM and KIKO stations charge, they reach Apache Junction, Gilbert, and Mesa. Coordinator Griffin does not have funds in her budget this year to advertise with them, but they will contact her as they run specials. She believes it would be valuable to advertise our nursing program.
- There was a faculty-led booth at Payson High School on February 7.
- There will be College/Career Days at the San Carlos Campus on February 9.
- On March 2, CVIT Days will be held on the Gila Pueblo Campus.
- The Gila Pueblo Campus will host the StemFest celebration on Saturday, April 1. A conversation regarding a StemFest celebration on the Payson Campus ensued. Payson stopped having a StemFest celebration in Payson a few years ago due to a lack of support and turnout. The County indicated they could not do a StemFest in Payson this year, but Gila could do our own. Although the statewide SciTech events do not kick off until the Spring, it might be possible to hold an event in the Fall. Coordinator Griffin, Dr. McBride, Associate Director Knights, and Secretary Cockrell will look at the feasibility of holding a StemFest celebration this Spring or next Fall based on a developed timeline.

5. New Business –

A. Gila County/GCPCCD Advisory Committee – Member Shipley indicated the committee for the Gila County/GCPCCD Advisory Committee as required by the Gila County/GCPCCD IGA, has been established. In addition to himself and Steve Christensen, representing the GCPCCD Board and Gila County respectively, he would like to have the following individuals approved for service on this committee:

Bobby Davis: He is currently the Mayor of the Town of Star Valley. He has been involved in the Payson community for several years and is also a part-owner of the Payson golf course.

Neal Jensen: Neal serves as the CEO of Cobre Valley Regional Medical Center in Globe.

Carl Coach: Carl is a retired CFO from Scottsdale Community College.

There was some question about whether the Committee needs a chair, or whether it should be informal. Member Shipley volunteered to be the chair if need be.

Motion made by Vice-President Moorhead, seconded by Secretary Cockrell to approve the recommended advisory committee members as indicated.

Call for the question: In favor – 4; Opposed – 0; Abstained – 0. **Motion carries to approve.**

Attorney Scibelli clarified that the committee members had not yet been approved by the County, but she would ensure that item gets on their agenda. Dr. Lawhorn asked Member Shipley if an agenda and minutes could be prepared so information could be included in the Board packet. After approval of the Committee by the County, Dr. Bocker stated we could set up a meeting to discuss the objectives. Dr. Lawhorn will send a copy of the County/Gila IGA to Member Shipley.

B. Part-time Aviation Contract - Payson – Senior Dean McBride

Dr. McBride stated Christopher Giavarini has been credentialed to co-teach the TEC 120/121 courses with Russ Genet. Christopher is currently working to assemble the flight simulator, test the simulator, and program the simulator for the different scenarios needed for the course. Christopher is working with Dr. Genet to develop the TEC courses in Canvas and is attending the PHY298G Workshop to help review and further develop the courses as needed. Payson Campus is anticipating offering ground school courses in the Fall. The request is to approve an hourly part-time contract as an O-7.

Motion made by Vice-President Moorhead, seconded by Secretary Cockrell, to approve a part-time contract to assist Dr. Genet with the aviation program in Payson.

Call for the question: In favor – 4; Opposed – 0; Abstained – 0. **Motion carries to approve.**

C. Part-time Nursing Education Coordinators – Gila Pueblo/Payson – Senior Dean McBride

Dr. McBride indicated that two part-time Nursing Education Coordinators have been funded by the Arizona Department of Health Services grant as part of the Nurse Educator Investment Pilot Program. There will be no cost to either of the campuses.

Vice-President Moorhead asked if we are still trying to recruit nursing students. President Brocker indicated Associate Professor Ty Jones stated that the nursing program is number one in the nation. Dr. McBride confirmed this and stated the pass rates are the highest in the state.

Motion made by Vice-President Moorhead, seconded by Member Shipley, to approve hiring two part-time Nursing Education Coordinators funded by AZ Department of Health Services.

Call for the question: In favor – 4; Opposed – 0; Abstained – 0. **Motion carries to approve.**

6. Consent Agenda –

A. Minutes from January 11, 2023, Regular Meeting.

Associate Director Knights indicated the numbering was incorrect. Dr. Lawhorn stated she will fix the numbering before indicating the minutes are final and ready for posting.

Motion made to approve the Consent Agenda (with noted corrections) by Member Shipley, seconded by Secretary Cockrell.

Call for the question: In favor – 4; Opposed – 0; Abstained – 0. **Motion carries to approve.**

7. General Information and Discussion of the Same –

The next Regular Governing Board Meeting is scheduled for **Wednesday, March 8, 2023, at 9:00 a.m.**

8. Adjournment – The meeting was adjourned at 10:19 a.m.

Respectfully submitted,



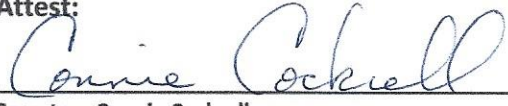
Janice Lawhorn, Ph.D.
Interim President, Gila County Provisional
Community College District

Attest:

/s/ Jan Brocker

President Jan Brocker
GCPCCD Governing Board President

Attest:



Secretary Connie Cockrell
GCPCCD Governing Board Secretary