

**Gila County Community College District  
Governing Board Work Session Meeting  
Electronic Meeting  
October 1, 2020  
\*\*APPROVED\*\***

A Work Session Meeting of the Gila County Community College Provisional District Governing Board was held on October 1, 2020, with all Board members participating electronically by ZOOM. Gila Community College, pursuant to A.R.S. §38-431.02(B), notice having been duly given.

**Governing Board Members Present:**

Jay Spehar, President (via ZOOM)  
Jan Bocker, Vice President and Secretary (via ZOOM)  
Kurt Knauss, Member (via ZOOM)  
Samuel I. Moorhead, Member (via ZOOM)

**Governing Board Members Absent:**

Connie Cockrell, Member (excused absence)

**Also Present:**

Pam Butterfield, Payson Campus Dean, Andrea Renon, Facility Coordinator, Ron Carnahan, Project Coordinator IT Gila County, Susan Gallo, Fiscal Coordinator, Leitha Griffin, PR Coordinator, and Janice Lawhorn, Dean of Curriculum and Instruction.

**OTHER GUESTS** No guests were present

**1. Call to Order \* Roll Call \* Pledge \* Acknowledge Guests**

President Spehar called to order the Gila County Community College Provisional District Governing Board Work Session meeting at 9:00 a.m. October 1, 2020. President Spehar called roll. Member Cockrell has an excused absence. There is a quorum. Member Moorhead led the Pledge of Allegiance. President asked Ron if there were any guests on ZOOM and Ron replied that there were no guests.

**2. Discussion**

**A. Larry Brown Memorial Plaque/Information/Discussion**

President Spehar stated that Larry Brown was an art instructor with many years of service at the Gila Pueblo Campus. He was an active community member in the Globe and Miami area. President stated that Larry Brown was held in the highest regard by artists, faculty, students and staff. President informed that he was contacted by the Globe Arts Council and was asked to bring to the Board a proposal to put a plaque honoring Mr. Brown on Campus. President responded that he would bring the proposal to the Board and he also asked for a mockup since there are statutory guidelines to be followed. (Some of the following audio was blank) President stated that this does not dedicate the building but was very tastefully done and he is recommending that we approve this in memory of Larry Brown. President called for comments or questions. Member Moorhead asked if the financing was already settled. President Spehar informed that the Globe Arts Council is paying for everything. (Copy attached and made a part of the official minutes.)

**B. New Course/Introduction to Gemology/Information/Discussion**

President asked Dean Butterfield to present this item to the Board. Dean Butterfield stated that she would like to present both items B and C together. An individual who is a gemologist with seven years teaching experience and a graduate from the Gemological Institute of America approached Dean Butterfield about teaching this class. She taught this class at Estrella Mountain College. Dean Butterfield spoke to Dean McBride and he has approved moving this forward with this Board's approval. Dean Butterfield provided details about the course and also informed the Board that she had funds from a previous grant that were not used which will enable her to purchase supplies for the course. The cost for the supplies will not come out of the Art Budget or the general fund. Dean Butterfield is requesting permission to move this forward to Planning and Steering. Dean Butterfield called for questions. President Spehar questioned when this course would be offered. Dean Butterfield hopes to offer it in January. VP Bocker questioned what would be purchased. Dean Butterfield replied that the money would be used for equipment (specific microscopes, and some gemstones) and supplies.

**C. New Hire/Art Adjunct Instructor/Payson Campus/Information/Discussion**

Dean Butterfield stated that this instructor would be teaching the gemology course. She stated she is requesting the instructor to go along with the new course. President Spehar informed the Board that we need to approve an adjunct position for the new course. If the new course is not approved, this position would close out.

**D. Dream Builder Program/Payson Campus/Information/Discussion**

President Spehar called on Dean Butterfield to present this item to the Board. Dean Butterfield stated she learned about this program from Dean Lawhorn. This program is designed for women to build a home business. It is offered through the SBDC (Small Business Development Center) in Thatcher which is a part of the College that provides advice to businesses. The program was developed by Freeport McMoRan and the SBDC together. Dean Butterfield provided background and detailed information on the program and funding from the Friends of Rim Country GCC Foundation. Dean Butterfield also stated that it may be possible to include the Gila Pueblo Campus in the program. President Spehar asked Andrea to meet with Dean Butterfield and make this a Gila County Program. Both President Spehar and Dean Butterfield expressed excitement in offering the program. President asked Andrea to check in with our Pinal Mountain Foundation regarding scholarship funding for this program and also to participate as a partner with us.

**E. Impact of Solar Lawsuit for Gila County/Information/Discussion**

President Spehar stated that he did not know what the impact of the Solar Lawsuit would be but we would have to refund, as a taxing District, some money to some solar provider. President Spehar provided background on the lawsuit and also informed that the refund amount has already been taken from our account at the County Treasurer's office. We will receive notice of the amount that was taken. President asked Susan to inform the Board when she receives news of the amount.

**3. Reports****A. President/Board Report/Information/Discussion**

President Spehar stated that he met with some EAC people and some people from the State of Arizona Insurance Trust. The question that was asked by a Board member and President himself is the adequacy and comprehensiveness of the coverage provided by EAC for our District. Both VP Welker and President Spehar aren't sure we have adequate coverage and that there may be a way for us to join the State Trust. This will be discussed Friday and President Spehar will keep the Board informed.

The other item to be discussed is a notification received yesterday from Dean Butterfield informing that there are State Forestry Fire grants available. Dean Butterfield provided President Spehar with the name of a gentleman at the Payson Fire District. President explained that these grants are about standing dead trees infested with the bark beetle. At the Payson Campus we have 32.46 acres with the majority being standing dead trees many of which have been infested. A giant fire could happen right on the campus property. If we choose to participate in the grant we cover the full cost and then we would be rebated 50%. Working with the gentleman from the Payson Fire District an estimate of about \$40,000 would be our cost and then we get the 50% rebate. This would include clearing out the dead trees and some thinning done. The gentleman from the Payson Fire District has agreed to help us write the grant and bring in some cutting/thinning contractor to give a round numbers cost estimate so we could move forward with the process of applying for the grant. The deadline to apply for the grant is November 3<sup>rd</sup>. President Spehar informed that there may be a way to involve a Fire Science class training and possibly get some cost reduction based on in-kind contribution from the District. He stated it may be necessary to have a special meeting to discuss this item. President called for questions or comments. Andrea Renon stated that this would involve the Wildland Fire Fighting class and she would check into this with the Globe Ranger District. VP Bocker stated that one option might be to get community volunteers involved. President also informed that this information was also sent to the County as they own some acreage next to ours. We are hoping that if we get on board with this and the County does too, we would have about a 50 acre block cleared. Member Moorhead was doing the math and came up with about \$37,500 cost for us. President Spehar stated that the numbers weren't firm yet.

**B. Dean's Report/Information/Discussion**

Andrea proceeded to review the items in her written report in the Board packet.

Andrea stated she would follow up on the IGA with GUSD.

The AZ Chapter Associated General Contractors of America-Apprenticeship Trust was completed this week and sent to Michele Driver at EAC.

The maintenance Department has installed classroom directory signs on campus, removed a yucca plant causing a safety hazard, reseeding of lawns, and an RFP is in the paper for parking lot grading and paving. Bids were due 9/30/20 and 2 bids were received and it was awarded to Cactus Asphalt for the paying of the Allied Health Building. Mr. Meeks contacted Cactus Asphalt yesterday.

On September first the Campus phone lines were down for half a day.

The Spring 2021 class schedule was submitted to EAC yesterday.

Ongoing student advising.

Andrea stated she has been attending the meetings outlined in her report.

President called for questions and there was no response.

(Copy attached and made a part of the official minutes.)



**C. Dean's Report/Information/Discussion**

Dean Butterfield reviewed the items in her written report included in the Board packet.

Dean Butterfield reported that today October 1, was the deadline for applications to the Nursing Program for the spring semester, so ongoing TEAS testing has been taking place.

The Spring 2020 class schedule was submitted to Thatcher. Dean Butterfield informed the Board that she just received an email from VP Wood regarding the spring semester. It read that the District Executive Team will propose to the Governing Board next week a change to the Spring Schedule. The proposal will be to forego Spring Break and end the semester a week early. In order to make up for vacation days, employees will receive the following five days off. Dean Butterfield stated that she will update the Board at the next meeting. She is assuming the proposal will go through.

Booklist for Spring 2020 is finalized.

In the process of enrolling the sophomore students into the College

The Payson Campus Freedom of Expression Committee met virtually and the report was sent to member Sam Moorhead on September 10, 2020.

On September 16, 2020 Dean Butterfield met with Payson High School Principal Jeff Simon regarding new CTE programs for Fall 2021. Together they came up with five different programs that might be possible. He is surveying students to determine interest in Fire Science, Welding, Nail Technician, Sports Medicine and Aviation. Once the survey is complete, feasibility will be looked at and Dean Butterfield will report back to the Board.

On September 17, 2020 Dean Butterfield who is a member met with the Internal College Communications Committee. She stated that they had their final meeting. This committee has been ongoing for five or six years and their work is completed. Part of that committee was to improve communication between Gila County employees and Thatcher.

On September 22, 2020 Carolyn McCormies, Nursing Director, Ty Jones, Associate Professor of Nursing and two students met with the MHA Foundation Board of Directors to present and update on the Nursing Program. Carolyn McCormies informed Dean Butterfield that we are right on step for increasing the enrollment of the Nursing Program that she projected to Mr. Evans. Dean Butterfield called for questions and there was no response.

(Copy attached and made a part of the official minutes.)

**D. Financial Report/Information/Discussion**

Susan Gallo informed that she did not yet have the final report for June 30<sup>th</sup> financials or the invoice. The July financial report and August report are in the Board packet. President Spehar asked Susan to walk the Board through the August report. Susan reported that compared to last year at the same time, our expenses are above and that it includes the advance payment that was made in August toward our EAC overhead. She stated that when she gets the final invoice for the fourth quarter, the advance payment that we made for last year will be deducted from that invoice amount. It was mentioned that the cost for the sanitizing of the Campus due to COVID has been very expensive. Susan stated that supply costs have skyrocketed and sometimes supplies aren't available so when she finds them she purchases a few extra. Sanitizing spray machines have been purchased for both Globe and Payson Campuses as each classroom has to be sanitized each time it is used. Member Moorhead informed that he received his property tax notice so money should be coming in soon. President called for questions or comments and there was no response.

**4. Standing Business****A. Update on the Accreditation Strategy/Information/Discussion**

Vice President Bocker stated that she believes we are very close to receiving a final report from Karen Peterson Solinsky. The report will go to EAC regarding the provisional College status and the relationship with the two accrediting institutions. Hopefully we will get direction on how to proceed with the accreditation application. The Board will be informed of the report findings.

**B. Update on the Board Policy Strategy/Information/Discussion**

This item was mentioned in 4.A.

**C. Update on the Legislative Strategy/Information/Discussion**

President Spehar reported that he didn't have anything to report except to stay tuned as the election is coming up quickly. Meetings with our Legislative Affairs Committee should reconvene shortly after the election.

**D. Update on Communication Strategy/Information/Discussion**

Leitha reported that during the last month, she has participated in three chamber board trainings.

On September 22<sup>nd</sup> she met with the new General Manager of the *Silver Belt* and *Copper County News*. Her name is Monica Watson

Yesterday she attended a Work Force Quality Initiative Summit and it was through Arizona at Work. I let them know that I am also a part of the Payson Campus. She will be informed of all of the initiatives that are going to happen in Payson. The meeting yesterday had only a few people invited to see what our opinion was on the community and what work force training was needed. Next summit which she believes will be held in November will have the actual employers invited to see what their needs are. She stated she would keep the Board updated.

She has been asked to be a part of the EAC Web Design Committee so she will be working with the people from EAC on a new Web site design.

President Spehar asked Leitha to make contact for the Board to be involved regarding the Work Force meetings.

President Spehar asked Leitha what the chamber training involved. Leitha provided the information.

**E. Update on Partnering Strategy/Information/Discussion**

President Spehar stated that Andrea had already provided an update on this item during her report. President questioned Andrea regarding when this program would begin. Andrea commented that the program under Corey Foster's direction with the contractors association is up and running.

President Spehar questioned Andrea regarding the DOC. Andrea informed that she spoke with Fernando and was told they are not ready for us to come into the prison at this time. They are awaiting the Governor's order.

**F. Update on Funding Strategy/Information/Discussion**

Member Moorhead informed that he still has nothing else to report. He did provide a bit of information on an indoor drone course at Globe High School that may be offered to the students. Member Moorhead provided voting information.

**G. Update on Freedom of Expression Committee/Information/Discussion**

Member Moorhead stated that the Payson Sub Committee of the Freedom of Expression Committee met and he expressed appreciation to them. He stated he is hoping for the Globe Sub Committee will be able to meet during the month of October and that will enable him to be able to draft a letter to be delivered to the Secretary of State and others at the Capital by the first of December.

President Spehar asked Andrea to check with Dean Burke and see where she left the drone project she had discussed with him. Andrea agreed to follow up.

**5. General Information and Discussion of the Same/Information/Discussion**

- A. The next District Governing Board meeting is Thursday November 5, 2020, at 9:00 a.m. President Spehar reminded the Board that there may have to be a brief special meeting sometime before the regular meeting. He also stated that if everything can be done at the special meeting, we may not hold the regular meeting.

It was determined that the Board would go directly to the regular meeting.

President stated he would entertain a motion to adjourn the Governing Board Work Session.

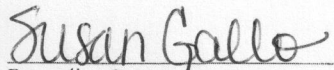
**6. Adjournment/Action**

**Motion 10012020#1**

Member Moorhead moved to adjourn the Work Session. Member Knauss seconded the motion. All in favor please signify by saying aye. Opposed please signify by saying nay; there was no response. Ayes have it. Work session meeting adjourned and the Board will move directly into the regular meeting. (Brocker, Knauss, Moorhead and Spehar voting in favor.)

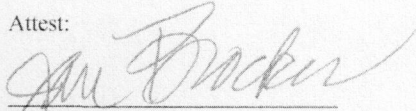
Meeting adjourned at 10:14 a.m.

Respectfully submitted,



Recording Secretary

Attest:

  
Jan Brocker  
Vice President - Secretary