

**Gila County Provisional Community College District
Governing Board Meeting
Electronic (Zoom) Meeting
Wednesday, July 13, 2022
** FINAL/APPROVED ****

1. Meeting was called to order by President Bocker at 9:02 am.

Board Roll Call – VP Moorhead present; Secretary Cockrell present; Treasurer Knauss present; Member Shipley excused absence; President Bocker present.

Also Present – Ann Knights, Assoc Dir, Payson Campus; Andrea Renon, Assoc Dir, Gila Pueblo Campus; Dr. Phil McBride, Senior Dean, Gila Pueblo/Payson Campuses; Trae Morris, EAC/GCPCCD Financial Liaison; Leitha Griffin, Marketing Coordinator; Jessica Scibelli, Gila County Deputy Attorney; Ron Carnahan, IT Coordinator; Peter Aleshire, Reporter, Payson Roundup.

Pledge of Allegiance – led by VP Moorhead.

2. Call to the Public – read by Pres. Bocker:

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 Bocker

- President Bocker informed the Board that Treasurer Knauss will finish his term until the end of the year, at that time an appointment will be made to fill the position until the next election.
- Member Shipley was appointed to his position and Dr. Bocker will contact him to see if he applied in time to participate in the 2022 election process.
- She reported that the required legal notifications for RFQ (Request for Qualifications) for the Interim President on a consulting basis were published in the Payson Roundup on 7/12, in the Arizona Silver Belt (Globe) on 7/13, and are currently on the GCPCCD Website. Instructions are included for individuals or firms interested in submitting applications electronically to Dr. Bocker.
- Dr. Bocker had an email exchange with EAC President Todd Haynie to inform him that an Interim President would not be in place until August 2022, and therefore would delay the process of negotiating a new or revised contract between GCPCCD and EAC. President Haynie was understanding and supportive.

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

- Dr. McBride toured Regional Training Center last week. Fine facility.
- He has a National Science Foundation Grant that will contextualize math in the Trades. McBride will attend a meeting in Bullhead City and invite appropriate personnel.
- Sr. Dean McBride informed the Board that two candidate interviews will take place on Friday, July 15, for the mathematics position on the Gila Pueblo Campus.
- He was encouraged by Lee Kinnard's leadership in the Law Enforcement Training Academy.
- He announced that the New Faculty Orientation would take place August 8-11.
- He also announced August 16 and 17th for the live stream Monster Symposium.

C. Gila Pueblo (Globe) Campus Report – GPC Associate Director Andrea Renon

- In addition to the submitted report (in Board Packet), Associate Director Renon reported that two donations to the EAC Foundation have been made for the Student Scholarships Pay It Forward program in the amount of \$20,000 and \$4,100 for the Globe and Miami areas.
- Renon reported that the Hayden Center is making great progress in repairs and updates.
- Renon added two corrections to her written report – that the name was Heidi (not Holly) from EAC Bookstore and that there would be two employee fingerprint cards in Payson, not one.

D. Payson Campus Report – PC Associate Director Ann Knights

- In addition to the submitted report (in Board Packet), Associate Director Knights reported that L.Q. Harris has been out for two weeks because of health issues. Ron Carnahan, IT Coordinator, has been of great assistance during Harris' absence, and has been installing new phones throughout the Campus.
- Associate Director Knights updated the personnel report. Sr. Dean McBride and Knights are setting up a ZOOM meeting on 7/18 with Banner Health with hopes of obtaining candidates for the Sports Medicine Instructor position. Chief Morey Morris, Hellsgate Fire Dept., Chief David Staub and Captain Lewis Noble, Payson Fire Department, are aiding the candidate search for the part-time Fire Science Coordinator position. Elaine Barr has accepted the full-time Nursing position.
- President Bocker inquired about the Biology instructor position. Sr. Dean McBride indicated that the offer was made yesterday to a candidate, and that he was awaiting a reply.

E. Financial Report – GPCCD Financial Coordinator Trae Morris

- The financial statement through May 31, 2022 is in the Board Packet.
- Coordinator Morris reported that the budget is on pace with what was budgeted for the year at both campuses.
- He added that only the 1st quarter invoice has been paid in the amount of \$584,448.39 and the 2nd and 3rd quarter payments have not yet been made, which understates the year-to-date expenditures by half a million and overstates the net position.
- Morris did report that 2nd and 3rd quarter invoices should be paid soon, once approved by the CPA for GPCCD. The 4th quarter invoice will be ready for payment by the end of August.
- He will also be processing the 1st quarter invoice for the 2022-23 FY.
- President Bocker, Treasurer Knauss and Coordinator Morris discussed the procedures for processing invoices. They will continue to work with Sara Kirk, CPA, on streamlining the process.
- President Bocker, Treasurer Knauss and Coordinator Morris will meet soon to discuss the redistribution of various funds into LGIP accounts as appropriate.

4. Standing Business

- A. **Accreditation Strategy** – President Bocker reports that the accreditation process is stalled until the Interim President is in place. Once that happens a meeting will be scheduled with the Higher Learning Commission and key representatives from EAC and GCPCCD.
- B. **Funding Strategy** – Member Shipley had an excused absence.
- C. **Legislative Strategy** – VP President Moorhead reported that the Arizona Legislature is currently not in session. When the legislative session begins in January, they will be looking more closely at district boundaries. Early voting is taking place with election day being August 3rd.

VP Moorhead was checking for confirmation on final language for community college STEM funding (HB 1717). This was to determine if the definition of a FTSE credit unit had been changed from 15 to 12 credit hours, and would therefore impact expenditure limitations for all AZ community colleges. Now that the Legislature is adjourned until January, President Bocker indicated that she and VP Moorhead had a wrap-up meeting with Lobbyist Gretchen Jacobs, and that they have asked her to clarify whether that language was in the bill.

Moorhead reported that the Armida Bittner memorial Lady Bank Rose was on campus, waiting for a reply on the cost of the plaque.

- D. **Community Relations/Workforce Development** – Coordinator Griffin reported that advertising continues for the Fall Semester, and that Social Media activity is increasing. Feather Flags have been purchased and placed strategically to grab attention. She has been in contact with Heidi from the Bookstore in Thatcher since EAC is going through a rebranding process and also making specific Payson/Gila Pueblo Campus materials available. These items will be available to purchase through the online bookstore. President Bocker mentioned that Coordinator Griffin had arranged for representatives from GCPCCD to be on the KRIM radio Spotlight at 10AM August 16th. Treasurer Knauss reported that he continues to explore options with local business for donations and partnerships for Workforce Development. The RTC (Regional Training Center) and Hayden buildings are showing big improvements in function and aesthetics. The potential purchase of Los Lomas Elementary School is now in the hands of the College and MUSD attorneys.

5. New Business –

- A. **A.S.R.S. Resolution** – Pres. Bocker explained that in a meeting with the Arizona State Retirement System staff, the Board must first approve this resolution to start the process of becoming a member. **Motion to approve the A.S.R.S. Resolution was made by VP Moorhead; seconded by Sec. Cockrell.**
Call for the question: In favor-4; Opposed-0; Abstained-0 **Motion carries to approve.**
- B. **Social Security Resolution** – Pres. Bocker informed the Board that for future GCPCCD employees to be able to contribute to Social Security, the Board must also approve this Social Security Coverage Resolution. Treasurer Morris confirmed that EAC employees are able to contribute to both Social Security and A.S.R.S.
Motion to approve the Social Security Resolution was made by VP Moorhead; seconded by Treasurer Knauss.
Call for the question: In favor – 4; Opposed – 0; Abstained – 0. **Motion carries to approve.**
- C. **Insurance Trust Policy Annual Renewal** – Pres. Bocker asked for approval to renew the annual Property and Liability Insurance Policy with The Trust. She noted that the Prepaid Legal (PPL) premium

was the main reason for the increased Annual Trust Contribution, based on this year's expenditures with Attorney Anthony Contente-Cuomo.

Motion to approve the payment of the Insurance Trust Annual Renewal was made by Sec. Cockrell; seconded by VP Moorhead.

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

- D. Heinfeld-Meech CPA Firm Annual Renewal** – Pres. Brocker presented the two engagement letters for the CPA firm. One covers Financial Statements as required by the AZ State Auditor-General's office. The other is for Advisory Services as needed. Fees for the various types/levels of services are included in the letters.

Motion to approve the CPA Annual Renewal/Engagement Letters was made by VP Moorhead; seconded by Sec. Cockrell.

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

- E. Additional Funds for Firewising Payson Campus**- Pres. Brocker requested an additional \$20,00 to firewise the Payson Campus. Discussion ensued regarding scope of work, timeline for completion, how often the process should be repeated, and the need for additional quotes.

Motion to table this item until further information is provided was made by VP Moorhead; seconded by Sec. Cockrell.

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

- F. IGA w/GUSD-Dual Enrollment**- Pres. Brocker explained that the documents approved at the previous Board meeting were modified after they were approved. This updated IGA has now been signed by Attorney Anthony Contente-Cuomo as approved to form.

Motion to approve the IGA w/GUSD-Dual Enrollment was made by VP Moorhead; seconded by Sec. Cockrell.

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

- G. IGA w/MUSD-Dual Enrollment**- Pres. Brocker explained that this updated IGA has now been signed by Attorney Anthony Contente-Cuomo as approved to form.

Motion to approve the IGA w/MUSD-Dual Enrollment was made by VP Moorhead; seconded by Sec. Cockrell.

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

- H. IGA w/CIVIT- All Programs**- Pres. Brocker explained that this updated IGA has now been signed by Attorney Anthony Contente-Cuomo as approved to form.

Motion was made to approve the IGA w/CIVIT- All Programs by Sec. Cockrell; seconded by VP Moorhead

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

- I. IGA w/PUSD-Dual Enrollment**- Pres. Brocker explained that this updated IGA has now been signed by Attorney Anthony Contente-Cuomo as approved to form.

A motion to approve the IGA w/PUSD-Dual Enrollment was made by Sec. Cockrell; seconded by VP Moorhead.

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

- J. IGA w/NAVIT-Dual Enrollment**- Pres. Brocker explained that this updated IGA has now been signed by Attorney Anthony Contente-Cuomo as approved to form.

A motion was made to approve the IGA w/NAVIT-Dual Enrollment by Sec. Cockrell;; seconded by VP Moorhead .

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

- K. K. IGA w/NAVIT-Central Programs-** Pres. Bocker explained that this updated IGA has now been signed by Attorney Anthony Contente-Cuomo as approved to form.

A motion was made to approve the IGA w/NAVIT- Central Programs by Sec. Cockrell; seconded by VP Moorhead.

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

- L. GPC Apartment Use Approval –** Assoc. Director Renon requested approval for the apartment on the Gila-Pueblo Campus be made available for a new faculty member if necessary. Discussion ensued regarding potential liability, renter insurance, housing market shortage, compensation, and employment agreements. Treas. Knauss and Deputy Attorney Scibelli recommended tabling this item to allow time to gather more information.

A motion to table this item was made by Sec. Cockrell; seconded by VP Moorhead.

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

- M. RFP Request-Roofs on GPC Campus-** Assoc. Director Renon asked Coordinator Meeks to obtain quotes for new roofs for the Gila-Pueblo Campus Allied Health 5-Plex, the Cosmetology building and the Hayden Satellite Campus building.

A motion to allow RFPs to be obtained for GPC Campus roofs was made by Treas. Knauss; seconded by VP Moorhead.

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

- N. Vehicle Repair Quotes-PC Equinox –** Assoc. Director Knights requested approval of the lowest quote obtained by Jeff Mayfield to repair the Chevy Equinox. Discussion ensued and the Board asked Assoc. Director Knights to find out if the repairs would be covered by the College's insurance policy.

A motion to table this item was made by Sec. Cockrell; seconded by VP Moorhead.

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

6. Consent Agenda –

- A. Minutes from June 8th, 2022 Special Meeting.**
- B. Minutes from June 8th, 2022 Regular Meeting.**
- C. Minutes from July 8th, 2022 Special Meeting.**

A motion to approve the Consent Agenda was made by Sec. Cockrell; seconded by VP Moorhead .

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 Meeting is scheduled for **Wednesday August 10th at 9:00am.**
- Sec. Cockrell announced that a Book Festival featuring 90 authors will be held July 23rd, 2022 at the Mazatzal Hotel Ballroom in Payson.

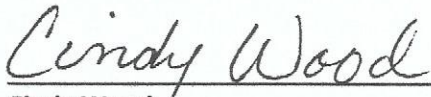
8. Adjournment

Motion to adjourn made by Treasurer Knauss; seconded by Sec. Cockrell.

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

Meeting was adjourned at 10:40 am.

Respectfully submitted,



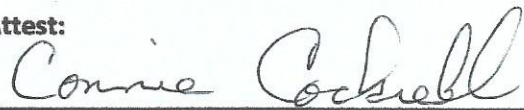
Cindy Wood
Administrative Assistant/Recording Secretary

Attest:



President Jan Bocker
GCPCCD Governing Board President

Attest:



Secretary Connie Cockrell
GCPCCD Governing Board Secretary