



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

1. The meeting was called to order by President Bocker at 9:03 a.m.

Board Roll Call –Secretary Cockrell present; Member Shipley present; President Bocker present; Treasurer Knauss, absent. A quorum was present.

Also Present: Janice Lawhorn, GCPCCD Interim President; Jessica Scibelli, Gila County Deputy Attorney; Mary Springer, Procurement Specialist; Lauri Avila, HR Specialist; Anthony Contente-Cuomo, GCPCCD Attorney

Guest: Mickey Nye

Pledge of Allegiance – led by Secretary Cockrell

2. Call to the Public – read by President 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. Interim President and Board Member Reports

A. Interim President Report – Dr. Janice Lawhorn

- Dr. Lawhorn indicated GCC received the \$25K from Arizona Complete Health via direct deposit and a check for \$35K from the FMI Community Investment Fund to purchase the mannikins as requested in the approved grants. The mannikins have been ordered with delivery expected on November 15.

B. President Report – Dr. Jan Bocker

- Dr. Bocker stated she did not have anything new to report.

C. Vice President Report – Vacant

- Dr. Bocker indicated that Mr. Moorhead's name in the Report section of the agenda should be changed to vacant. Dr. McBride's report should reflect the vacancy as well.
- Dr. Bocker stated that the legislature is not in session until January.

D. Treasurer/CFO Report – Kurt Knauss

- Treasurer Knauss was unable to attend the meeting.

E. Secretary Report– Connie Cockrell

- Secretary Cockrell stated she did not have anything new to report.

F. Advisory Committee Liaison Report

- Member Shipley said the Advisory Committee’s meetings have been tentatively placed on hold.

4. Staff Reports were included in the packet from:**A. Senior Dean Report – Dr. Phil McBride****B. Associate Director Report - Gila Pueblo (Globe) Campus – Andrea Renon****C. Associate Director Report – Payson Campus – Ann Knights**

- Dr. Bocker indicated the record should show that we have repeatedly requested that EAC staff who provide reports be permitted to attend the meetings, specifically Senior Dean Dr. McBride and Financial Coordinator, Trae Morris. That request has been denied.
- Dr. Bocker called the Board’s attention to the Payson Campus visit by the Payson High School 9th graders who are in the AVID group. Member Shipley recalled being involved with about 50 kids from Mesa High School as a mentor. Students are first-generation students who are guided in doing all the right things to put them on the college path. The students Member Shipley mentored were offered a total of over \$6 million in scholarships when they graduated. President Bocker stated Jennifer Smith, MHA, was instrumental in bringing the AVID program to Payson High School. It is a very positive program and encourages students to take dual-enrollment courses.
- The schedule for the Nursing Pinning for the campuses is as follows:
 - Payson Campus: Wednesday, December 13, 10 a.m. This is the same day as the next Board meeting.
 - Gila Pueblo Campus: Thursday, December 14, 11 a.m.
- President Bocker asked Dr. Lawhorn to contact EAC regarding the budget meetings for the 2024-2025 budget.
- President Bocker indicated according to Associate Director Renon’s report, the Gila County Board of Supervisors has approved \$10K for upgrading the Globe/Miami gun range to AZPost standards. Because the gun range is a private entity, GCC is unable to provide funds for this project. Dr. Lawhorn stated a meeting was scheduled for 1:30 p.m. this afternoon, which she will attend. She stated Lee Kinnard has been instrumental in moving this project forward and has been working on it for almost two years and should be commended and recognized. She remarked that a berm, lighting, a flagpole, and other improvements must be made to the range before AZPost approves it. We need to ensure the range is safe for the community and potential officers. The plan is to begin the first cohort in summer 2024. President Bocker indicated that we hope we can help address the local law enforcement officer shortage and grow our own.
- Secretary Cockrell stated that the results for the school override were released by Gila County and posted on their website. Miami’s override passed and Payson’s failed. President Bocker indicated this is devastating news for Payson. The override funds approximately 23 teachers and many extracurricular activities. She stated the communities vote on the overrides every seven years.
- The Payson Marketing position approved by the Board in December 2022 has still not been posted by EAC

- Dr. Lawhorn indicated that she requested the financial reports on three separate occasions and called the Board's attention to the fact they were not in the packet. She did not receive them until after 5 p.m. on Monday and the packet had already been sent out. VP Welker emailed her saying he sent them from his personal email on Saturday, but the server may have blocked them. However, VP Welker had previously told Dr. Lawhorn he would have the reports to her before the Friday deadline. President Bocker stated that the reports, which are for September, should be included in the December packet. We are also anticipating the year-end billing for June 2023 at the end of November.

5. Action Items

- A. Discussion and possible action regarding the Governing Board's response to the Gila County Board of Supervisors suggested contractual options. The Governing Board may vote to convene in executive session, which will not be open to the public, pursuant to A.R.S. §38-431.03(A)(4) to consider its position and instruct its Attorney(s) regarding the Board's position regarding contracts that are the subject of negotiations. The College's Attorney(s) may appear remotely. – President Bocker**

President Bocker indicated that pursuant to A.R.S. § 38-431.03(A)(4), the Board may, upon a vote of a majority of the members, elect to go into Executive Session, which will not be open to the public, for discussion or consultation for legal advice with the attorney or attorneys of the public body contracts subject to negotiation.

Motion made by Secretary Cockrell, seconded by Member Shipley to move into Executive Session at approximately 9:25 a.m.

Call for the question: In favor – 3; Opposed – 0; Abstained – 0. **Motion carries to approve.**

The Board reconvened at 10:30 a.m.

Motion made by Secretary Cockrell, seconded by Member Shipley to authorize President Bocker and Member Shipley to revise and finalize the letter responding to the Gila County Board of Supervisors request.

Call for the question: In favor – 3; Opposed – 0; Abstained – 0. **Motion carries to approve.**

- B. Board Waiver, Michael Ellis, Payson HS Instructor – Dr. Lawhorn**

Dr. Lawhorn stated that Michael Ellis, a Payson High School instructor was enrolled in the astronomy research class this fall using the Board's waiver code that was originally approved for dual-enrollment students at the April board meeting. The instructor would also like to attend the advanced course in the spring. Dr. Lawhorn asked that retroactively the Board approve the fall waiver and approve a spring waiver. It was determined that either the dual-enrollment policy be revised next spring to allow for this, or that any waiver outside of those specified for dual-enrollment students be approved by the Board as requested.

Motion made by Member Shipley, seconded by Secretary Cockrell, to approve the waiver for Michael Ellis for the fall and spring.

Call for the question: In favor – 3; Opposed – 0; Abstained – 0. **Motion carries to approve.**

C. Policies— Lauri Avila, HR Specialist/Mary Springer, Procurement Specialist

- 1) **5012.00 –Employee Classifications**
- 2) **5040.00 –Work Week; Pay Dates**
- 3) **5050.00 – Personnel Leave Opportunities**

Member Shipley asked if a full-time position 35-hour work week was considered in drafting the policies. Lauri stated that although 35 hours may meet the requirements of the Affordable Care Act, the business operating decision was to use a 40-hour work week. The policies follow state and federal guidelines and can always be revisited.

Motion made by Member Shipley, seconded by Secretary Cockrell, to approve Policy 5012.00 – Employee Classifications; 5040.00 – Work Week; Pay Dates; and 5050.00 – Personnel Leave Opportunities.

Call for the question: In favor – 3; Opposed – 0; Abstained – 0. **Motion carries to approve.**

D. Procedures 5012.01 – Employee Classification Guidelines; 5012.02 Employee Classification General Responsibilities; 5050-01 – Holiday Leave; 5050.02 – Paid Time Off Leave; 5050.03 – Sick Leave; and 5050.04 – General Leave Request Procedures were presented for review.

6. Consent Agenda –

A. Minutes from the October 11, 2023, Regular Meeting.

Motion made to approve the Consent Agenda by Member Shipley, seconded by Secretary Cockrell

Call for the question: In favor – 3; 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, December 13, 2023, at 9:00 a.m.**

8. Adjournment – The meeting was adjourned at 10:39 a.m. by motion of Secretary Cockrell and seconded by Member Shipley.

Respectfully submitted,



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

Attest:



President Jan Bracker
GCPCCD Governing Board President

Attest:



Secretary Connie Cockrell
GCPCCD Governing Board Secretary