



**Gila County Provisional Community College District  
Governing Board Meeting  
Electronic (Zoom) Meeting  
Wednesday, May 8, 2024  
\*\* APPROVED \*\***

**1. The meeting was called to order by President Brocker at 8:02 a.m.**

**Board Roll Call** – Vice President Nye – present, Treasurer Shipley – excused; Secretary Cockrell – present; Member Knauss – present; President Brocker – present. A quorum was present.

**Pledge of Allegiance** – led by Member Knauss

**Also Present:** Janice Lawhorn, GCPCCD Interim President; Mary Springer, Procurement Specialist; Lauri Avila, HR Specialist; Erin McCord, GCPCCD Administrative Assistant

**Guest:** Pete Aleshire - Reporter - Payson Roundup Newspaper

**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. Interim President and Board Member Reports**

**A. Interim President Report – Interim President Lawhorn**

Interim President Lawhorn indicated that GCPCCD's CPA, Sara Kirk, was working with EAC on the audit but the financial statements are not ready to send to the Auditor General because EAC is still trying to settle some outstanding accounts. GCPCCD notified the Senate President and the Speaker of the House that the audit is now scheduled to be completed by July 31.

Dr. Lawhorn indicated she is working with the attorney on a facility use agreement to allow FMI to use the RTC for an E&I CVIT program. Member Knauss may have some more information.

**B. President's Report – President Brocker**

President Brocker wants everyone to understand that we cannot imply when or if the College will receive accreditation and that we need to keep this process under the radar as much as possible. The first milestone was submitting the eligibility application. At the ACCJC conference, she and Dr. Lawhorn will have an opportunity to connect with our liaison and some members of the Committee Review team.

Vice President Nye asked about the Gila County Board of Supervisors presentation on April 30. President Brocker indicated that the majority of the feedback was very positive. Supervisor Cline and Supervisor Humphrey were very supportive of the progress that has been made.

Interim President Lawhorn stated we presented the Board of Supervisors with a 13-page document of all of the items that we have accomplished in the last 20 months. Working with the attorney and consultants, over 75 policies and procedures have been approved by the Board. The focus has been on accreditation and workforce development.

Member Knauss was concerned about Supervisor Christensen's comments that our attorney was not in agreement with the decision to terminate the contract. Member Knauss stated he was present at meetings with our attorney and that attorney-client privilege should prevent those discussions from being brought up in a public forum.

HR Specialist Avila interjected that at the end of the meeting County Manager Menlove recommended terminating the current contract but issuing another IGA that would provide for more accountability.

Member Knauss indicated that the purpose of the advisory committee that was formed as a provision of the IGA with Gila County was not to recommend terminating any of our leadership but was intended to be a channel of communication between the two Boards. The GCPCCD Board would be happy to meet with the Board of Supervisors on a regular basis to provide them with progress being made toward accreditation.

**C. Vice President Report – Vice-President Nye**

Vice President Nye stated that he appreciates everything President Brocker and staff have done in the last few weeks and looks forward to continuing the process for accreditation and independence. He is representing the Board in Globe congratulating the graduates during commencement exercises on Thursday.

**D. Treasurer/CFO Report/Advisory Committee Liaison –Treasure Shipley**

Treasure Shipley was absent.

**E. Secretary Report –Secretary Cockrell**

Secretary Cockrell had nothing to report.

**F. Member Knauss**

Member Knauss indicated we are working with FMI and CVIT to teach an Electrical and Instrumentation program that will be utilizing Freeport instructors which we have to get certified through the Department of Education. The electrical trade is in high demand. The best way to support the trades is to grow local residents to support the area versus bringing them in from the outside, President Brocker agreed wholeheartedly and stated the College is working on a number of initiatives to expand our workforce development for career training.

Secretary Cockrell wanted us to ensure we include Northern Gila County in discussions regarding the trades, specifically construction.

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**
- D. **Financial Report – Trae Morris**

President Brocker indicated that the financial report does not show any revenues from the County. Interim President Lawhorn stated that EAC will no longer be including revenues deposited directly into the GCPCCD account. The paperwork has been submitted to have the funds (WFD, Rural Aid, and Smart & Safe) directly deposited into the LGIP account rather than EAC's account. It is now GCPCCD's responsibility to track those revenues, even though that service has historically been included in the 25% EAC administrative fee.

President Brocker indicated that the Gila County tax revenues have always gone directly into the GCPCCD account. The workforce development, the Safe & Smart, and the Rural Aid have gone into a custodial account at EAC. What was discovered in the audit was that some of those moneys were not earmarked as GCC funds. All money will go into the GCC account because of the issues we experienced. Basically, what they are sending GCPCCD is just an expenditure report.

Secretary Cockrell asked what the plan was for hiring our own accountant. Interim President Lawhorn indicated that at the last meeting, the Board approved a part-time accountant and an interview had taken place this week.

5. **Action Items**

A. **Legal Publication of the 2024-2025 Budget – President Brocker**

Dr. Brocker indicated that the publication notices for the Budget and Truth In Taxation hearings follow specific guidelines. The Legal Publication Notices indicate that in congruence with the 2024-2025 Budget Schedule and in compliance with ARS §15-1461, the tentative Budget will be published on the District's website and a Notice of Public Hearing and Special Board Meeting will be published in the Payson Roundup on May 28, 2024, and June 7, 2024, and in the Arizona Silverbelt on May 29, 2024, and June 5, 2024. Also, as prescribed by ARS §15-1461.01, Truth in Taxation Hearing notices will be published in the Arizona Silverbelt on May 29, 2024, and June 5, 2024, and in the Payson Roundup on May 28, 2024, and June 7, 2024.

On June 10, 2024, the Gila County Community College Provisional District will conduct a Truth in Taxation Hearing and a Public Budget Hearing, followed by a Special Board Meeting to adopt the 2024-2025 Budget. President Brocker indicated that by law, the Board has the authority to increase the tax levy by 2%. The assessed property values have increased county-wide, and the tax rate will drop from .9177 to .9048. However, because the reduced rate will generate additional funds, statutory language refers to this as a tax increase, when in fact it is a tax rate reduction. Interim President Lawhorn presented the budget and advised that all related items are found in the board packet under Agenda item 5.A. EAC prepared the documents, and the only change was to increase the amount of investment income.

**Motion made by Secretary Cockrell seconded by Member Knauss to approve the Legal Publication of the 2024-2025 Budget.**

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

**B. Services Agreement M3 Short Form - Final – Procurement Specialist Springer**

Procurement Specialist Springer presented the contract for the engineering services to complete the dome for the robotic telescope on the Payson Campus. The proposal is approximately \$98,000; \$218,000 is still available from the Caris Foundation Grant. A sight survey and a geo tech survey will also be needed. The project should be completed in about six months. Interim President Lawhorn advised the dome has been transported and is in storage in Star Valley.

**Motion made by Vice President Nye seconded by Member Knauss to approve the Services Agreement M3 Short Form - Final.**

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

**C. Amendment to AZ Independent Contract - HR 2023-2024 - Avila – Interim President Lawhorn**

Interim President Lawhorn advised that HR Specialist Avila has been asked to begin setting up and building the general ledger and the QuickBooks accounting platform. The request is to increase HR Specialist Avila’s contract from \$40K to \$50K to allow her to work additional hours for the next two months as we build this system.

**Motion made by Secretary Cockrell, seconded by Vice President Nye to approve the Amendment to AZ Independent Contract - HR 2023-2024 - Avila.**

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

**6. Consent Agenda –****A. Minutes from the April 24, 2024, Regular Meeting**

**Motion made to approve the Consent Agenda by Secretary Cockrell seconded by Vice President Nye.**

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

**7. General Information and Discussion of the Same –**

- A. The next District Governing Board meeting is scheduled for Monday, June 10, 2023, at 8:00 a.m. Interim President Lawhorn indicated that a special meeting may be necessary before the end of May.

**8. Adjournment – The meeting was adjourned at 8:58 a.m. by motion of Vice President Nye and seconded by Member Knauss.**

Respectfully submitted,

*Janice Lawhorn*

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

Attest:

*Jan Brocker*

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President Jan Brocker  
GCPCCD Governing Board President

Attest:

*Connie Cockrell*

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Secretary Connie Cockrell  
GCPCCD Governing Board Secretary