



**Gila County Community College District
Governing Board Work Session Meeting
Gila Pueblo Campus
November 2, 2017
APPROVED**

A Work Session Meeting of the Gila County Community College District Governing Board was held via ITV on November 2, 2017 in Room 522 at the Gila Pueblo Campus and Room 402 at Payson Campus, Gila Community College, pursuant to A.R.S. §38-431.02(B), notice having been duly given.

Governing Board Members Present:

Jay Spehar, President
Jan Brocker, Secretary
Samuel I. Moorhead, Member
Kurt Knauss, Member
Jennifer White, Member

Governing Board Members Absent:

N/A

Staff Present:

B. Stephen Cullen, Senior Dean, Pat Burke, GPC Dean, Pam Butterfield Payson Campus Dean, Ron Carnahan, Project Coordinator IT Gila County, Jeff Dalton, Gila County Attorney's Office, Susan Gallo, Fiscal Coordinator, Leitha Griffin, PR Coordinator, L.Q. Harris, Software Support Specialist, Mike Pastor, RTC Director and Chastity Van Buskirk, Administrative Assistant.

OTHER GUESTS: There were no guests

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

President Spehar called the Work Session of the Gila Community College District Governing Board to order at 9:00 a.m. on November 2, 2017, and called roll. He asked that the record show that there is a quorum. Member White was not present at roll call but arrived shortly thereafter. Member Moorhead led the Pledge.

2. Discussion

A. Potential Conflict of Interest Form/Information/Discussion

President Spehar stated that the Conflict of Interest Form in the Board packet needed to be completed and turned in to Chastity on Monday by the close of business. This is a standard form that is completed every year. (Copy attached and made a part of the official minutes.)

B. Revised Agreement with Gila County Pertaining to Economic Development and Preservation of Educational Facilities/Information/Discussion

President Spehar informed that the revised agreement is in the Board packet. He asked Chastity to comment on the revisions. Chastity informed that the agreement is generated by Gila County and Counsel recommended some minor revisions to the Supervisors. The present agreement is the latest document with the revisions and has been approved by both the County and Counsel. (Copy attached and made a part of the official minutes.)

C. Addendum II to Globe USD IGA/Information/Discussion

President Spehar asked Senior Dean Cullen to inform the Board. He stated that one AGR course was added to the original agreement. (Copy attached and made a part of the official minutes.)

D. Northeastern Arizona Innovative Workforce Solutions MOU/Information/Discussion

President Spehar informed the Board that some issues with the MOU had just cropped up last evening. He asked Counsel to enlighten the Board. Counsel apologized for not reviewing the document until last evening and provided information on changes that need to be made. President Spehar stated that this item will be addressed in December. (Copy attached and made a part of the official minutes.)

E. U.S. Department of Agriculture – Forest Service, Payson Ranger District IGA/Information/Discussion

President Spehar stated that he was informed this morning that the Board can approve this IGA as to form but that there were a couple of issues on this IGA. Counsel again apologized for the late review of the IGA and informed of changes that need to be addressed. It was determined that this document would be considered with changes during the regular meeting so that the Forest Service Program is not delayed. (Copy attached and made a part of the official minutes.)

F. 2018-2019 Tuition Schedule/Information/Discussion

President Spehar informed the Board that this item is being discussed now so that changes are not out of sync when they are made. He also stated that he would like to see a schedule with a flat rate clean across the board so that there are not several categories and sub-categories. He then opened it up for discussion. Secretary Bocker stated that she was not comfortable discussing this without a copy of her proposal that was discussed at an earlier meeting. President Spehar stated that this item would be on the agenda in December and he asked Secretary Bocker to submit a copy of her proposal to Chastity for distribution. (Copy attached and made a part of the official minutes.)

G. Review & Recommendation for approval of Proposals for Lobbying Services/Information/Discussion

President Spehar stated that the Government Affairs Committee has met. He provided some background on why there is a review every two years. A Request for Proposal was issued through the *Capital Times* and 4 proposals have been received. The committee reviewed the proposals and went through the scoring process with each proposal. Members of the committee are Member Moorhead, Senior Dean Cullen and President Spehar. The committee's recommendation for the 2018 Legislative cycle is Arizona Governmental Affairs, the firm of Gretchen Jacobs. President Spehar noted that she was awarded Lobbyist of the Year last year, and she is an attorney who is eminently qualified for the position. Member Moorhead and Sr. Dean Cullen added their comments.

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

President Spehar informed that he attended a very nice groundbreaking of the Allied Health building in Payson. He complimented Dean Butterfield and her staff on their efforts. Supervisor Tommie Martin and the Mayor both expressed kind words regarding the Board, staff, and the College. President stated that the FTSE report shows a total fall enrollment of 2,192 and a FTSE of 713 and that figure was divided pretty evenly between Payson and Globe. He stated that the Globe enrollment was down a bit, but attributed that to the spinoff of the San Carlos Campus to the Apache College and the Federal Mandate of dropping the students who don't show up for class the first week of class.

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

A verbal report was given by Sr. Dean Cullen. He stated that the financial audit with the State Auditor has stalled out and they will pick it up again in December. Susan Gallo will provide details during her financial report. On November 7th GCC will be hosting a career fair at the Regional Training Center. Sr. Dean stated that he wanted to commend Dean Burke and Andrea Renon on meeting with the community in Young to establish EMT Training. There are no certified licensed EMTs in that area and there are 10 or 11 individuals who need the training. Supervisor Woody Cline is very pleased with our efforts. The training will begin on January 10th. He also reported that there was a very productive Fire Science Advisory Committee meeting at the Payson Campus on October 20th. They are asking the College to consider offering the training in the two fire districts, Payson and Tri-City, so that we can capture the adult learners that wouldn't be able to attend at a campus. There will be two different IGAs one for Payson and one for Tri-City. Those will be on the agenda in December. Sr. Dean informed that he gave a presentation to the Community Partnership panel of Freeport McMoRan providing information on the Dental Program and they were pleased to see follow-through on the grants that they have awarded. He stated that he also recapped all the grants and the expenditures during the last five years.

C. Financial Report/Information/Discussion

Susan Gallo informed that the auditor who has been performing our 3-year audit had to do the State Treasurer's office so our audit will pick up again in December or late November. She also stated that in April they hope to do years ending 2016 and 2017. In June we will be behind one more year but should be caught up shortly. Susan informed that in the Board packets she has included the year end final for June 2017 and there is also a copy of July, August and September 2017. Susan stated that the main amount from property taxes comes in during November and May. She asked if there were any questions. Susan responded to questions. Secretary Bocker requested a balance sheet and Susan will prepare it. (Copies attached and made a part of the official minutes.)

4. Standing Business/Information/Discussion**A. Update on Verizon/Information/Discussion**

President Spehar informed that he did not have any new information on Verizon.

B. Update on the Accreditation Strategy/Information/Discussion

President Spehar asked Secretary Bocker if she had anything on Accreditation or Board Policy. She said that first she wanted to say that the new projector is showing the GCC people very clear. She wished Ron and L.Q. a 'Thank You' for their efforts. She hopes to meet with the new EAC administration after the first of the year. Regarding Board Policy, she requested to have the EAC tuition schedule included in the December packet as well as her proposal. There was nothing new on Accreditation or Enrollment.

President Spehar stated that he should have addressed this during his President's Report but didn't so he requested that Sr. Dean Cullen advise the Board on the new EAC President.

Sr. Dean informed the Board that they conducted their search both outside and within the institution. Todd Haynie has been selected as President and he is currently in charge of Community Relations and has worked closely with State Legislators. He also has mentored Leitha Griffin in her position as our Community Relations person. Sr. Dean stated that Todd is a very likable person and has indicated that he will come to visit with the Board and staff once he is settled in.

C. Update on Board Policy Strategy /Information/Discussion

Secretary Brocker responded under 4.B.

D. Update on the Legislative Strategy/Information/Discussion

President Spehar stated that the Board needs to be on top of the 301 Funding. He said that he believes we have reason to expect \$200,000 plus the \$80,000 FTSE payment plus the part B payment, but we are going to have to fight for it.

Member Moorhead stated that if a committee is formed regarding the 301 funding he is willing to serve on it.

E. Update on Communication Strategy/Information/Discussion

Leitha Griffin informed the Board that in October the College was invited to speak at an employer's workshop that Arizona at Work put on. This took place in Payson and now it will happen in the southern part of the County. That will take place on November 7th at the Regional Training Center. This will be a two part session with the first session taking place with employers to determine their needs as well as the barriers. She informed that the College has partnered with Gila County, the Arizona Office of Economic Opportunity, Arizona at Work, and Arizona Department of Transportation. The second session will be open to the public. She will report on this in December.

F. Update on Partnership Strategy/Information/Discussion

President Spehar stated that time has been spent working with organizations in the Town of Payson. Survey information has been compiled and is being worked through the analytical phase. Most recently in meeting with the Mayor discussion has come up regarding organizing small roundtables to get direct input.

G. Update on Funding Strategy/Information/Discussion

Member Moorhead stated that the committee is scheduled to meet on the 13th of November.

President Spehar asked if there was any further discussion on any of the Work Session agenda items. There was no response.

President Spehar then stated that he would entertain a motion to adjourn the work session at this time.

5. Adjournment/Action

Motion 11022017#1

Secretary Brocker moved to adjourn the Work Session. Member Knauss seconded the motion.

President Spehar stated that before the meeting is adjourned he asked that the Board be back at 10:20 for the Regular Session.

All in favor signify by saying aye; opposed signify by saying nay. No response on the nays. Meeting adjourned at 10:10 a.m.

Respectfully submitted,

Chastity Van Buskirk
Recording Secretary

Attest:

Jan Brocker
Secretary