



**Gila County Community College Provisional District  
Governing Board Work Session Meeting  
Electronic Meeting  
June 4, 2020  
\*\*APPROVED\*\***

A Work Session Meeting of the Gila County Community College Provisional District Governing Board was held on June 4, 2020, with all Board members participating electronically via 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)  
Connie Cockrell, Member (via ZOOM)  
Samuel I. Moorhead, Member (via ZOOM)

**Governing Board Members Absent:**

Kurt Knauss, Member

**Also Present:**

Pat Burke, GPC Campus Dean, Pam Butterfield, Payson Campus Dean, Ron Carnahan, Project Coordinator IT Gila County, Susan Gallo, Fiscal Coordinator, Leitha Griffin, PR Coordinator, Heston Welker, EAC VP Operations, Tim Curtis of EAC, and Wayne Layton, EAC Director of Fiscal Control

**OTHER GUESTS** There were no guests 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 9:20 a.m. on June 4, 2020. President Spehar conducted roll call and stated all members were present except for Member Knauss who was having technical difficulties joining the meeting. President stated that the Pledge of Allegiance was done in the previous meeting. President asked if there were any guests on the electronic system ZOOM or on the telephone. Ron stated that there were no guests.

**2. Discussion**

**A. Facilities Use Agreement/Payson Fire Dept. /with fee/Information/Discussion**

President Spehar asked Dean Butterfield to present the Facilities Use Agreements to the Board. Dean Butterfield stated that these agreements are renewals of the existing contracts. The first one is to provide the Fire Ops and HAZMAT class for the public and that is with a sliding fee depending on the number of students in the class. (Copy attached and made a part of the official minutes.)

**B. Facilities Use Agreement/Payson Fire Dept. /no fee/Information/Discussion**

Dean Butterfield informed that this second agreement is the agreement we have with the Payson Fire Department to educate the personnel who are currently in the fire department. Dean Butterfield also informed that in this agreement the tuition and payment to the instructor is waived. Dean Butterfield stated that there are currently nine students in the program and they have completed all the fire science courses except for a couple who joined the fire department after everyone started that cohort. Those students will be taking a couple of classes. (Copy attached and made a part of the official minutes.)

**3. Reports**

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

President Spehar stated that he had one item to report. President wished on behalf of the Board to extend our condolences to Mr. Carnahan whose father passed away recently and to let Ron know that the Board is thinking about him and his family.

**President Spehar directed the Board to Item 3.A. before adjournment.**

Before voting on adjournment, President Spehar asked Susan Gallo to gather up all of the Board Policies. He asked that the policy notebook be brought current. He mentioned several agreements and policies that need to be updated so that the upcoming Board members next year will have that information available.

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

Dean Burke stated she is working with Fernando Amado of the Arizona Department of Corrections regarding the 2020-2021 agreement for renewal. The classes will start July 1<sup>st</sup> and there is discussion on how the classes will be delivered. She informed that she will be meeting with Fernando tomorrow.

Dean also reported that she is waiting to hear back from CVIT on the IGA so that it can be sent out for signatures.

The agreements for Globe and Miami High schools dual enrollment are at the respective high schools for signatures.

The Wellness Center opened June 1<sup>st</sup> and 26 students attended. Safeguards were in place both at the Wellness Center and the front office. VP Bocker questioned as to what safe guards were put in place in the Wellness Center. Dean Burke informed that some of the machines were disabled depending on who was using what equipment, sanitizing signs were all over as well as signs on social distancing and wearing of masks. One way in and one way out both at the Wellness Center and the front office. Plexiglas shields were installed in the front office.

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

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

Dean Butterfield informed the Board on the following items: Re-carpeting and painting of the 100 building classrooms and LRC was completed.

Three classrooms have been re-arranged for social distancing and signs posted for sanitation and PPE usage.

Wellness Center opened June 1<sup>st</sup> and social distancing, limited capacity and sanitation requirement signs posted.

Cosmetology opened to the public on June 2<sup>nd</sup>. Covid-19 signs are posted.

Letters sent to Payson area high school students to promote the Future Health Leaders Virtual Camp 2020. This was in place of the Scrubs Camp.

VP Bocker asked Dean Butterfield if there was an article in the local paper about the NAVIT program. Dean Butterfield stated she didn't know and referred her to Leitha. Leitha stated there was an article by a reporter from the *Payson Roundup* and she would get it sent out to the Board members after the meeting.

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

President Spehar questioned Dean Burke on the status of the Cosmetology program at Gila Pueblo. Dean Burke replied that the instructor was finishing up with the adult students through June and the CVIT students finished in May.

Cosmetology would reopen to the public in August.

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

Susan Gallo informed that included in the Board packet is the Financial Recap for April 2020 along with the Bank Account Recap. Susan called for questions or comments and there was no response. (Copy attached and made a part of the official minutes.)

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

Vice President Bocker had nothing to report on Item 4.A or 4. B at this time.

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

Vice President addressed this in item A.

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

President Spehar stated that the Legislature did adjourn but may have a special session this summer. President Spehar asked Member Moorhead if he had anything to add and Member Moorhead stated that if Globe High School had the graduation ceremony they have been talking about he would be there to present some awards. Dean Burke stated that she was just informed yesterday that Commencement was confirmed for June 25<sup>th</sup>. She did not have a time but would get it.

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

Leitha reported that she has been working on signage for both campuses and checking in with EAC making sure signage is the same across the board. Leitha reported that she attended the Fire Science live burn last night. She informed that there are eight students who will be testing for their certificates this Saturday. The instructor asked that Leitha hold on an article until testing is completed. Leitha stated she should have an article out in about two weeks.

And Leitha stated she is currently working on promoting the fall semester.

President Spehar complimented Leitha for all her work on getting the Truth in Taxation notices published and posted on time. Leitha worked with EAC to sort out a problem at the *Silver Belt*.

President Spehar called for questions or comments for Leitha and there was no response.

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

President Spehar informed that Dean Burke had already addressed the current partner and that is the Department of Corrections. President Spehar said he has spoken with Dean Burke on this partner and they want to keep this important program going. It is an important program for the College, the community and most of all for the people incarcerated to get them on a positive life track.



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

Member Moorhead said there is such a quagmire with budget shortfalls at this time.

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

Member Moorhead informed that there is nothing going on right now.

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

**A.** The next District Governing Board meeting is Thursday, July 2, 2020, at 9:00 a.m. via ZOOM.

President Spehar questioned the Board if they would be available for the July 2<sup>nd</sup> meeting due to the holiday weekend. VP Bocker suggested not holding the meeting on July 2<sup>nd</sup> but just calling a special meeting when the dual enrollment IGAs are ready.

President Spehar agreed and asked if the Board was good with this suggestion. There were no objections.

**President Spehar directed the Board back to Item 3.A.**

Member Moorhead informed that Petitions for Election can begin on the 6<sup>th</sup> of June but since that is a Saturday it would start on the 8<sup>th</sup> of June. They are to be turned in to the County School Superintendent. VP Bocker informed that she had the document and it states that it begins on June 6 and ends on July 6. There is a 30 day window to get the signatures turned in. Member Cockrell stated that she still needed to get signatures and that it had been difficult getting signatures at this time.

President Spehar asked if there was anything else on the Work Session; there was no response

President then asked if the Board needed to take a break or move right into the Regular Session after we adjourn. It was determined that the Board move forward without a break.

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

**6. Adjournment/Action**

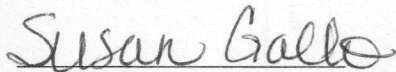
**Motion 06042020#1**

Member Cockrell 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. (Bocker, Cockrell, Knauss, Moorhead and Spehar voting in favor.)

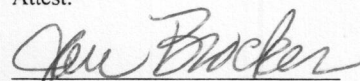
Meeting adjourned at 9:49 a.m.

President Spehar announced that he would convene the Regular Session immediately.

Respectfully submitted,

  
Recording Secretary

Attest:

  
Jan Bocker  
Vice President - Secretary