



**Gila County Community College District
Governing Board Work Session Meeting
Electronic Meeting
October 26, 2020
APPROVED**

A Work Session Meeting of the Gila County Community College Provisional District Governing Board was held on October 26, 2020, with all Board members participating electronically by 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 Broucker, Vice President and Secretary (via ZOOM)
Connie Cockrell, Member (via ZOOM)
Kurt Knauss, Member (via ZOOM)
Samuel I. Moorhead, Member (via ZOOM)

Governing Board Members Absent:

N/A

Also Present:

Pam Butterfield, Payson Campus Dean, Andrea Renon, Facility Coordinator, Ron Carnahan, Project Coordinator IT Gila County, Susan Gallo, Fiscal Coordinator, Leitha Griffin, PR Coordinator, and Janice Lawhorn, Dean of Curriculum and Instruction and Senior Dean over Gila County..

OTHER GUESTS No guests were 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 9:00 a.m. October 26, 2020. President Spehar called roll and asked that the record show there is a quorum. All members of the Board are present. Dean Lawhorn informed the Board that she was in Payson. Member Moorhead led the Pledge of Allegiance.

President asked Ron if there were any guests on ZOOM and Ron replied that there were no guests at this time. Dean Butterfield stated there were no guests in Payson just Dean Lawhorn and she were in attendance. Andrea Renon stated that there were no guests at Globe. President Spehar announced that he is hoping that the meeting today will be in lieu of the November regular meeting. He thanked everyone for attending on such short notice. The meeting was called today due to time sensitive issues that need to be handled.

2. Discussion

A. Obtain Insurance from the AZ School Risk Retention Trust/Information/Discussion

President Spehar provided background on this item. The Gila County Community College Provisional District and its facilities are not insured through the Trust on our own. We have had coverage provided to the District by EAC for many years. President Spehar met with people from EAC as well as members of the trust. It was discovered that there were significant gaps in the current coverage. President Spehar explained that the AZ School Risk Retention Trust was established by the Arizona Legislature for the purpose of insuring school districts of all kinds. President Spehar stated that he is asking the Board to authorize him to take necessary steps to get the District into the trust and make sure that all real property at both campuses and all of the personal property is insured. President informed that all other community colleges are insured through the trust except GCC. VP Broucker questioned how we became aware of this gap in coverage. President explained that an accident occurred at EAC and that no one had thought to check and see if the coverage was adequate. Member Moorhead provided information about COVID coverage provided with a rider to the insurance. Dean Lawhorn presented some information on the insurance for COVID. She stated that EAC had to have students sign a waiver regarding COVID when returning to campus. President Spehar stated that he was making notes to ask specifically regarding a COVID rider.

B. Apply for an AZ Department of Forestry & Fire Management Grant/Information/Discussion

President Spehar informed that this item had been before the Board at the last meeting. The Payson Fire Department Fuel Manager approached Dean Butterfield regarding the large number of bark beetle infested standing dead trees on campus property and an opportunity we have to mitigate the problem. The opportunity is to make application to the Arizona Department of Forestry and Fire Management for a cost sharing grant. The Board needs to approve a financial committal to this grant so that President Spehar can write a letter to accompany the application saying that we are willing to fund this project. The amount recommend to us is to put up a gross amount of \$70,000 of which half would be paid back to us by the State Forestry Fire Management grant. President Spehar is recommending that we put up \$80,000 gross and we would be reimbursed \$40,000 and any amount not spent would remain in the treasury. He is recommending the higher amount so that we don't get caught short. President called for questions or comments. VP Brocker had questions and much discussion took place. It was stated that the County property would be under their own grant. Other ways to reduce cost were discussed.

C. Impact of Solar Lawsuit for Gila County/Information/Discussion

President Spehar informed the Board that this was talked about at the last meeting. The solar facilities in Gila County had been assessed taxes when they were in fact exempt from taxation by an Arizona Statute. There was litigation and the counties lost. The resolution is that the solar facilities must be paid back the taxes that were wrongfully collected. President Spehar thanked Susan Gallo for all of her footwork. The impact for us is in the amount of \$20, 321.49. President Spehar called for questions or comments; there was no response.

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

President Spehar hoped that Board members had a chance to read President Haynie's announcement on Dean Janice Lawhorn who will be filling the Gila County Senior Dean position. President Spehar welcomed Dean Lawhorn. President Spehar informed that back in February the Board met with EAC's consultant Karen Solinsky Peterson and other EAC people at Gila Pueblo. Discussion was regarding provisional status and the consultant's role for EAC to review HLC compliance. The consultant's draft report has been reviewed by President Spehar and VP Brocker and they have made revisions regarding completeness and accuracy. President has until November 15th to submit the revisions in writing. President stated that he does not support the draft in its current condition. He is hoping that the revisions get worked in.

B. Dean's Report/Information/Discussion

Andrea stated that she did not have any updates to her written report included in the Board packet. Andrea called for questions or comments. President Spehar requested 45th day numbers. Andrea apologized for not including them in the packet. She stated she would pull them after the meeting. President Spehar asked that she send them out to the Board members.

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

C. Dean's Report/Information/Discussion

Dean Butterfield reviewed the items in her written report included in the Board packet.

Dean Butterfield added to the report that the Dream Builder Program will begin with an in person kick off meeting on November 9th in Globe and November 10th in Payson. After the initial kick off meeting in Payson on the 10th, the program will be on ZOOM. There will be a room available on both campuses for those who don't have access at home. Leitha will be writing articles for the newspapers.

Dean Butterfield apologized for omitting an item in her report. On Tuesday October 13th there was a bomb threat call to the campus at 10:40 a.m. Dean Butterfield called the police immediately and they came and contacted the coordinating agency in Phoenix. The caller said that he had seen something on Facebook. The coordinating agency told them that there was nothing on Facebook. The campus was searched with minimum disruptions to the classes. It was determined that it was not a credible threat so classes were continued.

Leitha and Kris McBride came up with a posting for our Facebook site stating that it was not a credible threat. (Copy attached and made a part of the official minutes.)

D. Financial Report/Information/Discussion

Susan Gallo informed the Board that included in their packet is the September financial report and the bank account recap. Susan stated that when she received the information from Wayne Layton he told her that the year-end report was submitted to Heston Welker for review and approval so we should be receiving it soon. She stated she can then start the process of our annual audit ending June 30th 2020. Susan announced to the Board that she will be retiring on December 31st of this year. President Spehar stated that the Board will certainly miss her and they appreciate all she has done for the District. President Spehar asked that when she receives the year-end financial statement it be forwarded to the Board members. President called for questions or comments. VP Brocker stated that she noticed that our revenue was half of what it was last year and asked if this was a timing issue. Susan responded that yes it was a timing issue for property taxes because we did not receive any property tax for September. She has contacted the county but has not heard back so she is still following up on this issue. There was discussion on tuition. Susan stated that looking at September tuition revenue last year against this year it is down \$90,756. Member Moorhead stated that Susan's ability to resolve the backlog of audits speaks of how much she will be missed. VP Brocker noted that Dean

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Butterfield is requesting the official 45th Day record year to date comparison. President called for any discussion on the financial report; there was no response.

4. Standing Business

A. Update on the Accreditation Strategy/Information/Discussion

Vice President Brocker stated that she had nothing to report at this time but hopefully will have something in December. VP Brocker will meet with Dean Lawhorn after the meeting today.

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

Nothing to report at this time.

C. Update on the Legislative Strategy/Information/Discussion

Nothing to report at this time.

D. Update on Communication Strategy/Information/Discussion

Nothing to report at this time.

E. Update on Partnering Strategy/Information/Discussion

Nothing to report at this time.

F. Update on Funding Strategy/Information/Discussion

Nothing to report at this time.

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

Member Moorhead stated that the Globe Freedom of Expression Committee will meet via Zoom on October 29. He will then draft his letter that goes to the State Capital.

President Spchar asked that the record show that reports from the committees under item 4. A through G on the work session agenda are concluded.

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

A. The next District Governing Board meeting is Thursday December 3, 2020, at 9:00 a.m.

Dean Lawhorn explained to the Board the conflict she has with the EAC Planning & Steering meetings which are held on the first and third Thursdays of the month. She stated that is her committee and asked if the GCC meetings could be scheduled later in the day after 1:00 p.m. or moved to a different day. President Spchar polled the Board and staff and going forward in January it looks like the second Thursday may work. Member Knauss stated that he has to check his calendar and may not be available. President asked that he let him know after checking his calendar.

It was determined that the Board would go directly to the regular meeting.

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

6. Adjournment/Action

Motion 10262020#1

VP Brocker moved to adjourn the Work Session. Member Moorhead 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 and the Board will move directly into the regular meeting. (Brocker, Cockrell, Knauss, Moorhead and Spchar voting in favor.)

Meeting adjourned at 10:02 a.m.

Respectfully submitted,



Recording Secretary

Attest:



Jan Brocker

Vice President - Secretary