



Gila County Provisional Community College District

Governing Board Meeting

Electronic (Zoom) Meeting

Wednesday, February 9th, 2022

FINAL APPROVED

1. Meeting was called to order by President Brocker at 9:01 am

Board Roll Call – VP Moorhead present; Secretary Cockrell present; Treasurer Knauss present; Member Shipley excused absence; President Brocker present

Also Present: Ron Carnahan, IT Coordinator; Andrea Renon, Gila Pueblo Campus Associate Director; Ann Knights, Payson Campus Associate Director; Janice Lawhorn, Interim Senior Dean, Gila Pueblo/Payson Campuses; Trae Morris, GCPCCD Financial Coordinator; Jessica Scibelli, Gila County Deputy Attorney.

Pledge of Allegiance – led by VP Moorhead

2. Call to the Public: reading was waived (no guests online or on campus)

3. Reports

A. President's Report – Dr. Jan Brocker

- Gratitude was expressed for the Occupational Advisory Committee meeting held in Payson on Monday. Expectations were exceeded regarding the number of people who turned out, engagement and wonderful presentations. President Brocker had sent e-mail thanks but wanted to express her gratitude at the board meeting as well. Sr. Dean Lawhorn added that the caliber of participants was impressive. Payson Campus Associate Director Knight stated that break out session leaders were pleased that the community members in attendance were relevant to their areas. Pres. Brocker concluded with feedback that they are on the right track and that success means more work in the future. Treasurer Knauss requested a summary of the two meetings be provided. Sr. Dean Lawhorn said that could be done.
- Pres. Brocker, had a meeting with the MHA Foundation to clarify for them the direction of the College. She was asked at that meeting if the College knew about Gila County making a separate effort to create a nursing program. Despite conflicting rumors which will need to be clarified, it seems all agree they would like to expand rural educational offerings in nursing and other areas of healthcare. The meeting was successful in determining that the rumors of MHA starting something separate from GCPCCD have been expelled.
- Pres. Brocker and Treasurer Knauss met with representatives from Gila County to discuss a potential IGA focusing on County training needs and their willingness to assist the College with the accreditation process. Deputy Attorney Scibelli, County Manager James Menlove, and Finance Director Mary Springer were in attendance. An IGA may not be necessary to train, develop and

educate County employees (current and future). However, Mary Springer expressed interest in business programs and procurement.

At that meeting, Attorney Scibelli brought up the current IGA renegotiation involving Anthony Contente-Cuomo, who has recently been hired as the attorney for GCPCCD. Coordinator Morris confirmed that the college is in a good financial position. Pres. Bocker said CPA Sara Kirk is preparing the annual report for the auditor general. Discussion will be continued after a meeting with EAC.

- On February 8, Pres. Bocker and Attorney Contente-Cuomo had a conference call with Marla Morgren and Andrew Lootens-White with the Higher Learning Commission (HLC) regarding the accreditation process. Pres. Bocker was pleased to learn that they had the green light to move ahead, and the details of the process would be worked out as they move forward.
- President Bocker asked if Assoc. Director Knights was aware of any communication with Sparklight (Broadband Internet Co) regarding a connection to the hub on the Payson Campus. Her response was no communication to her knowledge. Coordinator Carnahan commented that it is his understanding that the fiber now runs to the hub and just needs to be connected. He also stated that the contract has been signed in Globe and he is moving ahead to schedule the work.

B. Sr. Dean's Report – Dr. Janice Lawhorn

- Sr. Dean Lawhorn reiterated and applauded the work done on the Payson campus for the advisory committee meeting and the awesome lunch provided by Fargo's. She didn't get to meet a lot of people, but did meet some key people while there. She and Treasurer Knauss are planning to take their show on the road if anyone wants to attend in the future.
- Regarding FTSE, Globe enrollment was down a bit. However, Payson is up primarily due to additional dual enrollment programs at the high school. She and Assoc. Director Renon are meeting with the high schools to talk about dual enrollment as students get ready to enroll for their Fall classes.
- Sr. Dean Lawhorn indicated that Ty Jones, Assoc. Professor of Nursing in Payson, received a call from ASU because our nursing program was not full. Six students who were originally going to ASU's nursing program and are now attending the Payson campus. Assoc. Director Knights confirmed that this was coordinated with Carolyn McCormies, Director of Nursing.
- Sr. Dean Lawhorn- suggested that the College consider a radiology program because of high demand, especially in the Phoenix area. President Bocker agreed that it is a good idea to look for programs with long waitlists and potentially create similar programs when appropriate.

C. Gila Pueblo (Globe) Campus Report – GPC Assoc. Director Renon

- The person offered the Assistant I position has declined. Assoc. Director Renon has a call into her to hopefully determine the reason she turned the job down.
- There has been positive feedback on the welding instructors who came from Freeport-McMoRan. Several classes are running smoothly, and students are engaged.
- We have been contacted by Theo Wilshire about the Stairizona project that could include students in welding benches with Silver King grant money. She had some information that she will send board members. One of the welding instructors, Ernie, will make some suggestions regarding which benches would be best suited in the area. Sr. Dean Lawhorn was also involved in the meeting. The Grant will provide all of the materials and students will create the benches at no cost to the college. It will be excellent PR for the college, as well as giving our students hands-on experience. Sr Dean asked- Assoc. Director Renon to please ensure that we receive for the college somewhere on the benches. Assoc. Director Renon agreed that she would work on that.

- Treasurer Knauss stated that the welding class will also help the town of Miami with repairing a handrail on one of their stairways. There's also an opportunity there for some PR and he will make sure we get some pictures. There is a portable welder so they can go out and do these community projects. When educational programs benefit the community it's a win for everybody.
- Sr. Dean Lawhorn asked if there was an update on the Law Enforcement program. Assoc. Director Renon said nothing further than what was in my report. Sr. Dean Lawhorn stated that there should be more information by the next board meeting.
- Treasurer Knauss asked when the RTC welding position would be filled. Sr. Dean Lawhorn indicated that she has not yet revised the posting, listing the position as an Industrial Arts instructor. There have not been any applicants for the welding position. Treasurer Knauss indicated he would let leadership at FMI know about the position.

D. Payson Campus Report – PC Coordinator Ann Knights

- Marissa Kim Noggle has been hired to replace Ray Baxter, and she will begin teaching computer courses in the summer.
- There is also an individual interested in teaching aviation ground school courses. He has an extensive background in aviation and astronomy and has 50+ years in the industry. He also worked with the University of California school system to develop astronomical research courses, and indicated he is dedicated to serving community college students specifically. The College is in the credentialing process to hopefully make this an online course.
- Application packets for the full-time English and Business full-time instructor openings have been reviewed. Interviews are scheduled for Thursday, 2/10, Friday, 2/11, and Friday, 2/25.
- LQ Harris has returned to work after surgery and is working his way back to being full time again.
- Pres. Bocker asked if there was a headcount for the Occupational Advisory Committee meeting. Assoc. Director Knights indicated it was 64-65.
- College Days, when high school sophomore and junior students are invited to the Payson campus, is scheduled for Thursday, February 24. Invitations will be sent to all Board members by the first of next week. The sessions for students go from 9am to noon. Pres. Bocker indicated she would be out of town February 18-28, back the afternoon of March 1. College and Career Days at Payson High School will take place March 10. Three College faculty members will attend. Assoc. Director Renon indicated that similar events will take place in Globe on March 7 and April 27.

E. Financial Report – GCPCCD Financial Coordinator Trae Morris

- The December financials are in the board packet – there were no questions about the report.
- Coordinator Morris then reported on the financial position of the college. The December 31, 2021 ending balance for the business checking account at Bank of the West was \$6,818,380.27. There are some invoices that need to be paid. However, the first quarter invoice for fiscal year 2021-22 was paid, which is the estimated capital expenses for the year. Second and third quarter invoices will be worked up this month.
- The Bank of the West money market account has \$1,007,305.83 as of December 31, 2021.
- The estimated State expenditure limitation for GCPCCD is up \$30,000,m making it \$5,154,688 for 2022-23 FY. It is essentially the same as what it was in the 2021-22 FY. He expects the estimate for 2223-24 to be similar but trending upward.
- Treasurer Knauss asked about year-to-year carry over. Discussions ensued and Coordinator Morris said he would have a conversation with the Controller Ainsworth and Vice President Welker. A report will be given to the Board with findings.
- Coordinator Morris has been working with CPA Sarah Kirk at Heinfeld-Meech preparing information for the auditors. A meeting to open the audit for this year will include Coordinator

Morris, CPA Kirk, EAC VP Welker, EAC Controller Ainsworth, and Josh Snyder from the Arizona Auditor General's office. VP Moorehead asked about a presentation from the auditors once the report is complete. The official start of the audit is this afternoon and should be completed by the end of March. An official letter with findings will then be presented to the Board. Coordinator will ask in the meeting about the potential for a Board presentation.

- President Brocker asked about the final financial report for 2021. Coordinator Morris has been working with CPA Kirk to close out the previous year, and should have the final report soon.
- Workforce development was discussed regarding new processes to maximize WFD funds.

4. Standing Business

- A. **Accreditation Strategy** – President Brocker indicated she had nothing to add to what had already been presented.
- B. **Funding Strategy** – Since Member Shipley was absent, Pres. Brocker indicated that discussion related to this topic was covered in the financial report.
- C. **Legislative Strategy** – VP President Moorhead indicated that many bills had been introduced in the legislature. Topics include election integrity, mask and vaccine mandates and a bill to change the Governor's power to expand emergency operations. K-12 expenditure limitations have not yet been addressed, awaiting a judge's tax issue decision. This needs to be filed by 3-1-2022 or schools will need to cut back budgets. Redistricting statewide is complete. Payson and Globe campuses are in the LD-7 and CD-2. LD-7 covers 5 counties, CD-2 covers 51% of the state. Maps will be finalized by July 1, 2022 and go into effect after the November 2022 election. VP Moorehead and Pres. Brocker will resume weekly legislative updates with the College's lobbyist, Gretchen Jacobs.

President Brocker added that the presentation by Gila County regarding County redistricting was postponed. Deputy Attorney Scibelli said that an issue of whether there were 37 or 39 precincts has been resolved, so basically the County would not need to change district boundaries.

- D. **Community Relations/Workforce Development** – Coordinator Griffin remains out due to illness. Treasurer Knauss states that most topics were covered in regards to the Advisory Board and Welding Program. Treasurer Knauss mentioned he would like to go to Hayden to evaluate what their needs might be. He also asked if anyone had been in contact with Superior High School. Assoc. Director Renon said no, that the school was not in Gila County. However, CIVIT also handles that area.

Assoc. Director Renon announced there would be a FAFSA info meeting in Globe on Tuesday, April 9 from 11am-4pm in Globe and from 5:30-7pm in Miami. There is also a First Friday event held in downtown Globe each month.

Coordinator Griffin met with Stephanie Ray from Arizona at Work last week to find out about funding for the Law Enforcement program, and to find out how many Gila County students have gone through that program.

5. New Business –

A. Election of Officers 2022 –

Nomination for Treasurer – VP Moorehead nominated Kurt Knauss; seconded by Secretary Cockrell.

Call for the Question: In favor -4; Opposed – 0; Abstained – 0. Nomination is approved.

Nomination for Secretary – VP Moorehead nominated Connie Cockrell; seconded by Treasurer Knauss.

Call for the Question: In favor-4; Opposed – 0; Abstain –0. Nomination is approved.

Nomination for Vice President – Secretary Cockrell nominated Sam Moorhead; seconded by Treasurer Knauss.

Call for the Question: In favor-4; Opposed – 0; Abstain –0. Nomination is approved.

Nomination for President – VP Moorehead nominated Jan Brocker, seconded by Secretary Cockrell.

Call for the Question: In favor-4; Opposed – 0; Abstain –0. Nomination is approved.

All current officers will continue to serve into 2022.

- B. Part-time Admin Asst/Cosmetology Gila Pueblo Campus–** Sr. Dean Lawhorn reported there is only one Cosmetology instructor, Sarah Brewer and they have been unable to hire a second full-time or part-time instructor. She requested a part-time administrative assistant to provide administrative support for the Cosmetology program. There are two part-time instructor positions already in the budget so one of those positions will be replaced with this part-time administrative assistant position at a lower hourly rate. It is a new position/title change, but salary will stay within the current budget.

Motion to approve made by VP Moorehead; seconded by Treasurer Knauss.

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

- C. Board Administrative Support –** President Brocker indicated that a resume for Cindy Wood is included in the Board Packet. As of July 1, EAC asked that we have our own administrative support for the Board. Ms. Wood would be hired on contract basis and an hourly rate and send us a monthly invoice. She estimates this will require 15-20 hours per month and would include creating the Board meeting agenda, sending out public notification, putting together the board packet, and Bank of the West monthly reconciliation. Treasurer Knauss as if the College is authorized to hire for this position without any formal posting. Deputy Attorney Scibelli indicated it was not legally required since it would be contracting for professional services.

Motion to approve made by VP Moorhead; seconded by Secretary Cockrell.

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

6. Consent Agenda – Minutes from December 8, December 15, 2021 and January 12, 2022 meetings.

Motion to approve made by VP Moorehead; seconded by Treasurer Knauss.

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

7. General Information and Discussion of the Same –

The next Regular Governing Meeting is scheduled for **Wednesday, March 9, at 9am.**

For now, President Brocker indicated a Board Retreat would not be scheduled. Instead an executive session may be needed as part of the accreditation process. A date is TBD.

8. Adjournment

Motion to adjourn made by Secretary Cockrell; seconded by Treasurer Knauss.

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

Meeting was adjourned at 10:26 am

Respectfully submitted,

Cindy Wood

Administrative Assistant/Recording Secretary

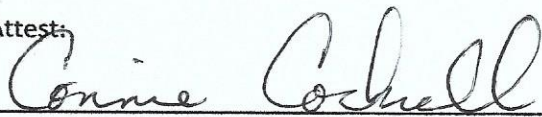
Attest:



Jan Brocker

GCPCCD Governing Board President

Attest:



Connie Cockrell

GCCCCD Governing Board Secretary