



## **Gila County Provisional Community College District**

### **Governing Board Meeting**

### **Electronic (Zoom) Meeting**

**Wednesday, June 8, 2022**

**\*\* FINAL/APPROVED \*\***

#### **1. Meeting was called to order by President Brocker at 9:13 am**

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

**Also Present** – Janice Lawhorn, Senior Dean, Gila Pueblo/Payson Campuses; Ann Knights, Assoc. Director Payson Campus; Janice Lawhorn, Andrea Renon, Assoc. Director Gila Pueblo Campus; Trae Morris, EAC Associate Director/Bursar/GCPCCD Financial Liaison; Leitha Griffin, Marketing Coordinator; Jessica Scibelli, Gila County Deputy Attorney; Ron Carnahan, IT Coordinator, Derryl Meeks, Maintenance Coordinator; Peter Aleshire, Payson Roundup.

**Pledge of Allegiance** – led by VP Moorhead

#### **2. Call to the Public – read by Pres. 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. Reports**

##### **A. President's Report – Dr. Jan Brocker**

- Pres. Brocker cautioned that the pursuit of regional accreditation for GCPCCD is not to be publicized during the eligibility process. The College does not have any standing with the Higher Learning Commission until awarded candidacy status.
- Pres. Brocker informed the Board there may need to be a special meeting toward the end of June.
- Pres. Brocker has a meeting set up with the AZ State Retirement Service (ASRS) and reported that GCPCCD is eligible to participate. Brocker will talk with Sara Kirk CPA to gather her perspective.

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

- Dr. Lawhorn will discuss the new Nursing position as it comes up in New Business on the agenda.
- Sr. Dean Lawhorn and Treasurer Knauss are both excited to report about the RTC improvements and the quick progress made there.



- Pres. Bocker reported that she has a signed official copy of the IGA with Gila County and it was approved unanimously. Supervisor Humphrey commented he could not think of a better use for county monies than to help GCPCCD move forward, especially with technical training programs.
- Dr. Lawhorn reported that Linda Oddenetto, AZED Pro – Economic Development Director for the City of Globe, was excited about the program and offered her assistance.
- FMI has a welding table they will donate.
- Dr. Lawhorn reported the 50/50 Challenge Grant has been submitted and results will be known by June 21<sup>st</sup> if GCPCCD will receive funds from FMI. If invited to apply, she and Assoc. Director Renon will complete the training required.
- Personnel Update- Assistant 1 position is being offered to candidate.
- Personnel update- Donna Nelson will take the full-time Dental Health position in Globe.
- Pres. Bocker acknowledged Sr. Dean Lawhorn's upcoming retirement and thanked her for her excellent service to the College and to the Board.

**C. Gila Pueblo (Globe) Campus Report – GPC Associate Director Andrea Renon**

- In addition to the submitted report (in Board Packet), Assoc. Dir Renon indicated that the mini splits have been installed but not completed due to materials that have not arrived yet.
- June 13-15<sup>th</sup> there will be a Scrubs Camp on the Gila Pueblo campus.

**D. Payson Campus Report – PC Associate Director Ann Knights**

- In addition to the submitted report (in Board Packet), Assoc. Director Knights reported that the Scrubs Camp for the Payson Campus was rescheduled to June 20-22<sup>nd</sup>.
- Facilities and Vehicle updates will be included in New Business as it appears on the Agenda.
- The modular furniture is expected to be delivered June 13<sup>th</sup> and will be installed that week.

**E. Financial Report – GCPCCD Financial Coordinator Trae Morris**

- The 4/30/22 financial statement is in the Board Packet.
- Net position remains strong. The first quarter invoice from EAC was paid, and the second quarter invoice is still being reviewed by CPA Sara Kirk. Third and fourth quarter invoices will be sent once the second quarter is reviewed and paid.
- Pres. Bocker reported that the Annual Budgeted Expenditure Limitation Report (ABELR) had nearly a half a million dollars carried over from unspent funds last year. Coordinator Morris indicated this should increase the expenditure limitation for 2023.

**4. Standing Business**

**A. Accreditation Strategy** – President Bocker had nothing additional to report.

**B. Funding Strategy** – Member Shipley had excused absence.

**C. Legislative Strategy** – VP President Moorhead reported that the Legislation is focused on two items presently: 1) election integrity bills and 2) the budget. A Federal Judge ruled against the Republican Party sponsored bill in regard to early voting.

Moorhead reported that progress is being made for the Armida Bittner memorial Lady Bank Rose Bush and plaque. Grounds maintenance said he can get the plant. The plaque will be aluminum instead of bronze for security of the plaque to remain in place.

**D. Community Relations/Workforce Development** – Coordinator Griffin reported that she has purchased one year of advertising via a monitor system in the AZ Fitness Gym in Payson and Big O Tires in Globe. The \$500 fee includes changing ads as frequently as needed although ads will be the



same for both locations. Sr. Dean Lawhorn asked if it was possible to advertise for a staff position; Griffin replied affirmative.

Treas. Knauss reported he continues to pursue partnerships for Workforce Development Program.

## 5. New Business –

- A. Resolution Authorizing LGIP Investments–** President Brocker explained that Local Government Investment Pool (LGIP), is an opportunity to increase the interest rate for GCPCCD funds. Coordinator Morris added that these funds are managed by the State Treasurer's office and are not considered risky. EAC's investment strategy prioritizes 1. security, 2. liquidity, 3. return. All funds are in pool 7 which is the most conservative. All Board members comments were positive and VP Moorhead and Pres. Brocker agreed that it made sense to follow the same priorities as EAC. GCPCCD has approximately \$1 million in a money market and an average of about \$5 million in the checking account. Pres. Brocker stated that these are not surplus funds – they have been set aside to further enable the process of acquiring independent status.  
**Motion to approve the LGIP Resolution made by VP Moorhead; seconded by Treasurer Knauss.**  
*Call for the question:* In favor-4; Opposed-0; Abstained-0 **Motion carries to approve.**
- B. Vehicle Purchase–Gila Pueblo Campus–** Coordinator Meeks asked for approval to order/purchase a truck for the Gila Pueblo Campus. If ordered now, delivery of the truck would take several months and thus be paid for in the next fiscal year. Pres. Brocker noted that approval has been granted to replace at least 4-5 vehicles for the College. Discussion regarding best purchase price and truck features ensued. \$80,000 was expected to cover fees and purchase price.  
**Motion to approve the purchase of a RAM diesel truck not to exceed \$80,000 made by Secretary Cockrell; seconded by Treasurer Knauss.**  
*Call for the question:* In favor – 4; Opposed – 0; Abstained – 0. **Motion carries to approve.**
- C. Los Lomas School Purchase –** Treasurer Knauss asked for approval to provide a written offer for the purchase of Lo Lomas School in the amount of \$150,000. Knauss noted that repairs and upgrades, combined with the purchase price, might be in the \$400,000-\$600,000 range. This is a preliminary step - once an offer is made, attorneys for both parties will get involved. VP Moorhead asked if public approval was needed. This will be addressed during the process.  
**Motion to allow Treasurer Knauss to make a written offer for Los Lomas School not to exceed \$150,000 made by VP Moorhead; seconded by Sec. Cockrell.**  
*Call for the question:* In favor – 4; Opposed – 0; Abstained – 0. **Motion carries to approve.**
- D. Full-Time Nursing Faculty–Payson Campus –** Sr. Dean Lawhorn requested an additional full-time Nursing faculty position for the Payson Campus. The MHA Foundation has donated \$80,000 per year for three years to this position which was previously held by two part-time Nursing faculty. The recommendation from the EAC District Executive Team is for the GCPCCD Board to approve an additional full-time faculty position. Lawhorn reports that office space is available for this position.  
**Motion to add an additional full-time nursing faculty position on the Payson campus made by VP Moorhead; seconded by Secretary Cockrell.**  
*Call for the question:* In favor – 4; Opposed – 0; Abstained – 0. **Motion carries to approve.**
- E. IGA w/MUSD–Use of Facility –** Sr. Dean Lawhorn requested approval of an IGA between EAC, GCPCCD, and the Miami School District (MUSD) for use of their facility. An IGA is necessary because the facility use is for the Law Enforcement Training Academy (LETA) program.



**Motion to approve the IGA between EAC, GCPCCD, and MUSD made by Secretary Cockrell; seconded by VP Moorhead.**

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

- F. Welding Equipment Purchase** – Sr. Dean Lawhorn requests approval for purchase of five additional welders. Bids were presented with Phoenix being the lowest at \$38,009.48 for all five welders.

**Motion to approve the purchase of the welders up to \$40,000 made by Secretary Cockrell; seconded by VP Moorhead.**

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

- G. Welding Booths Proposal**– Sr. Dean Lawhorn requested approval for the purchase of additional welding booths, tables and ventilation. Associate Dir. Renon clarified that the bid totaled \$111,625. Treas. Knauss added that Lincoln Electric may offer additional support.

**Motion to approve up to \$125,000 for additional welding materials made by Secretary Cockrell; seconded by Treasurer Knauss.**

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

- H. IGA w/City of Globe Firearms Range** – Associate Dir. Renon requested approval of the IGA with the City of Globe for use of the firearms range for the Law Enforcement Training Academy. The final location is being determined by the City of Globe, The Globe Police Department and Fire Department.
- Motion to approve the IGA with the City of Globe-Firearms Range made by VP Moorhead; seconded by Treasurer Knauss**

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

- I. IGA w/CIVIT-All Programs** – NOTE: Pres. Brocker brought up the process of preparing the IGAs. In the future, the Associate Directors of both campuses will act as the clearing house for these documents. Once the Board has approved them, EAC Fiscal Department will then prepare contract invoices sent to the Campus Associate Directors for approval.

**Motion to approve IGA with CIVIT-All Programs made by Sec. Cockrell; seconded by Treasurer Knauss.**

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

- J. IGA w/GUSD-Dual Enrollment** – Associate Director Renon requested approval of the IGA with Globe Unified School District for the dual enrollment programs.

**Motion to approve IGA with GUSD-Dual Enrollment made by VP Moorhead; seconded by Treasurer Knauss.**

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

- K. IGA w/MUSD-Dual Enrollment**– Associate Director Renon requested approval of the IGA with the Miami Unified School District for dual enrollment.

**Motion to approve IGA with MUSD-Dual Enrollment made by Treas. Knauss; seconded by Secretary Cockrell.**

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

- L. IGA w/NAVIT-All Programs** – Associate Director Knights requested approval for the IGA with NAVIT for All (Central) Programs. She went on to explain that the IGA's with NAVIT must be approved separately from other programs because of where the courses are held.



**Motion to approve IGA with NAVIT -All Programs/Central Programs held on GCPCCD campus made by Sec. Cockrell; seconded by VP Moorhead.**

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

**M. IGA w/NAVIT-Dual Enrollment** – Associate Director Knights requested the approval of the IGA with NAVIT for dual enrollment. This is a four-way contract with EAC, GCCPCD, NAVIT and PUSD.

**Motion to approve IGA with NAVIT-Dual Enrollment made by VP Moorhead; seconded by Secretary Cockrell.**

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

**N. IGA w/PUSD-Dual Enrollment** – Associate Director Knights requested approval for the IGA with Payson Unified School District for dual enrollment classes held on the Payson High School Campus.

**Motion to approve IGA with PUSD-Dual Enrollment made by Secretary Cockrell; seconded by VP Moorhead.**

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

**O. Facility Agreement w/PUSD/RCMS** – Associate Director Knights requested approval of a facility use agreement with PUSD and Rim Country Middle School to use the music room for the Fall Semester Music 125 class. She noted the fee had been raised from \$300 last year to \$500 this year.

**Motion to approve the Facility use agreement with PUSD/RCMS made by VP Moorhead; seconded by Secretary Cockrell.**

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

**P. Vehicle Purchase-Payson Campus** – Associate Director Knights requested approval for the purchase of a work truck for the Payson Campus. Three quotes were obtained – all bids were very close but did not include taxes or fleet discount. Assoc. Dir. Knights indicated the lowest bid was for a Chevrolet Silverado which could take 4-6 months to arrive. Pres. Brocker recommended securing three bids for that specific vehicle to demonstrate due diligence for Gila County taxpayers.

**Motion to allow purchase of the Chevy Silverado 1500 4WD truck for up to \$52,000 for the Payson Campus made by Secretary Cockrell; seconded by Treasurer Knauss.**

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

## 6. Consent Agenda –

### A. Minutes from May 11th, 2022 meeting.

**Motion to approve the consent agenda made by VP Moorhead; 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 July 13<sup>th</sup> at 9:00am.**

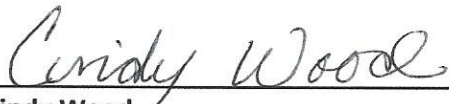
## 8. Adjournment

**Motion to adjourn made by Treasurer Knauss; seconded by VP Moorhead.**

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

**Meeting was adjourned at 11:14am.**

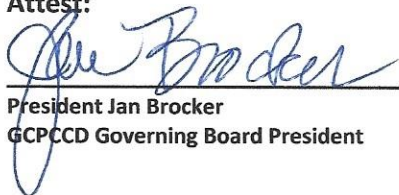
Respectfully submitted,



Cindy Wood

Administrative Assistant/Recording Secretary

Attest:



President Jan Bocker

GCPCCD Governing Board President

Attest:



Secretary Connie Cockrell

GCCCD Governing Board Secretary