

Navajo County Community College District Governing Board Meeting Minutes

October 20, 2020 – 9:00 a.m.

ZOOM

Governing Board Member Present: Mr. Frank Lucero; Mr. Everett Robinson; Mr. Elias Jouen; Mr. Derrick Leslie (joined at 9:14 a.m.)

Governing Board Member Present by Phone:

Governing Board Member Absent: Mr. Daniel Peaches.

Staff Present: Vice President for Learning and Student Services (VPLSS) Jessica Clark; Vice President for Administrative Services (VPAS) Maderia Ellison; Chief Information Officer (CIO) Scott Estes; Interim Chief Human Resources Officer (CHRO) Peggy Belknap; Recording Secretary to the Board Paul Hempsey.

Others Present: Donna Krieser; Lia Keenan; Linda Kor; Tamara Osborne; Judy Yip-Reyes; Curtis Stevens; Michael Broyles; Amber Hill; Betsy Wilson; Terrie Shevat; Carrie O'Brien; Ruth Zimmerman; Denise Rominger; Rickey Jackson; Gail Campbell; Jeremy Raisor; Paul Moffitt; Robert Johnson; Rebecca Hunt; Josh Rogers.

Others Present by Phone:

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Lucero called the meeting to order at 10:02 a.m. and asked Mr. Robinson to lead the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

*Mr. Robinson moved to adopt the agenda as presented. Mr. Jouen seconded the motion. **The motion carried upon a roll-call vote with Mr. Jouen, Mr. Robinson, and Chair Lucero voting in favor. There were no votes against.***

Agenda Item 3: Call for Public Comment

None.

Agenda Item 4: Reports

4.A. Financial Position

VPAS Ellison addressed the Board and reviewed the Financial Position Report.

Mr. Robinson asked if VPAS Ellison had heard if Navajo County had reported any issues processing Property Tax Payments. VPAS Ellison responded that she had not heard of any difficulties but would follow up with the County.



4.B. NPC Student Government Association (SGA)

Written Report.

4.C. Faculty Association

No Report.

4.D. Classified & Administrative Staff Organization (CASO)

No Report.

4.E. NPC Friends and Family

Director Wilson addressed the Board and provided an update on recent Friends and Family activities highlighting the efforts to establish a Food Pantry at all college locations.

4.F. Human Resources

Written Report.

Mr. Robinson asked Interim CHRO Belknap to provide an update on the search for a Chief Human Resources Officer (CHRO).

Agenda Item 5: Consent Agenda

A. **September 15, 2020 Regular Meeting Minutes**

B. **TALON to Consortium IGA Amendments between Navajo County Community College District and Heber-Overgaard USD; Hopi Jr/Sr High School**

Mr. Jouen made a motion to approve the consent agenda as presented. Mr. Robinson seconded. The motion carried upon a roll-call vote with Mr. Robinson, Chair. Lucero, and Mr. Jouen, voting in favor. There were no votes against.

Agenda Item 6: Old Business

None.

Agenda Item 7: New Business

7.A. Executive Session: Pursuant to ARS 38-431.03(A)(3) – the District Governing Board may vote to enter Executive Session for discussion with the college attorney on a Network Security Incident

*At 9:14 a.m. Mr. Robinson made a motion for the Board to go into Executive Session pursuant to ARS 38-431.03 (A)(3) for discussion with the attorney on the Network Security Incident and have CIO Estes also participate. Mr. Jouen seconded the motion. **The motion carried upon a roll-call vote with Mr. Jouen, Mr. Robinson, and Chair Lucero, voting in favor. There were no votes against.***

Board Member Leslie joined the meeting at 9:14 a.m.



*At 9:41 a.m. The Board moved back into regular session and adjourned from executive session upon a motion by Mr. Robinson, seconded by Mr. Jouen. **The motion carried upon a roll-call vote with Mr. Jouen, Mr. Robinson, Chair Lucero, and Mr. Leslie, voting in favor. There were no votes against.***

7.B. Board Retreat – Fall 2020

CIO Estes addressed the Board and asked whether, in light of current events at the college, the Board still wished to proceed with a retreat and if they had any topics in mind to cover.

The Board discussed the need for a Fall Retreat and potential topics that may need addressed, asking for input from staff who were present, and how to include any new Board Members elected on November 3rd.

Mr. Leslie left the meeting at 9:50 a.m.

Mr. Robinson made a motion to hold the November 2020 Board meeting in-person, in Holbrook and include a Study Session immediately following the regular meeting for discussion with the interim President. Mr. Jouen seconded.

*After discussion Mr. Robinson amended his motion to hold the meetings via Zoom. Mr. Jouen reaffirmed his second. **The motion carried upon a roll-call vote with Mr. Peaches, Mr. Robinson, and Chair. Lucero, voting in favor. There were no votes against.***

7.C. NPC Component Unit Financial Audit Northeast Arizona Training Center 2019-20

VPAS Ellison reviewed the clean audit conducted on the Northeast Arizona Training Center noting the overall cash position increased by close to \$1 million due to the state appropriation for construction at the center. VPAS Ellison reminded the Board of how that appropriation came about.

7.D. NPC Component Unit Financial Audit NPC Friends and Family 2019-20

VPAS Ellison reviewed the audit conducted on NPC Friends and Family which was also a clean audit.

7.E. Presidential Search

The Board discussed the educational requirements for the next President and the potential for looking at the salary range as suggested by President Vest. The Board also discussed the need to hire a search firm to assist in the search process.

Mr. Robinson made a motion to direct staff to develop the wording for an RFP for Presidential Search firms and proceed with the process to receive quotations from search firms. Mr. Jouen seconded.

After discussion with staff Mr. Robinson amended his motion to allow staff to research existing state contracts for Presidential search firms and if none are available to move forward with the



RFP process. Mr. Jouen reaffirmed his second. The motion carried upon a roll-call vote with Mr. Peaches, Mr. Robinson, and Chair. Lucero, voting in favor. There were no votes against.

Agenda Item 8: Standing Business

8.A. President's Report

None.

8.B. Agenda Items/Informational Needs for future meetings

Mr. Robinson stated that the last Presidential Search was listed under Old Business until complete and suggested that happen again. Mr. Robinson also asked staff to provide information at the November meeting regarding the RFP for Welding supplies.

Mr. Jouen asked for any updates on the fire at the college's St. Johns facility to be provided when they could be.

Agenda Item 9: Board Report/Summary of Current Event

None.

Agenda Item 10: Announcement of Next Regular Meeting: Regular District Governing Board meeting on Tuesday, November 17, 2020 at 9 a.m.

Agenda Item 11: Adjournment

The meeting was adjourned at 10:32 a.m. upon a motion by Mr. Jouen and a second by Mr. Robinson. The motion carried upon a roll-call vote with Mr. Jouen, Mr. Robinson, and Chair. Lucero, voting in favor. There were no votes against.

Respectfully submitted,



Paul Hempsey
Recording Secretary to the Board

