

Navajo County Community College District Governing Board Meeting Minutes

October 17, 2023 – 10:00 a.m.
White Mountain Campus, Aspen Center 111
1001 W. Deuce of Clubs, Show Low, AZ 85901

Governing Board Member Present: Ms. Kristine Laughter; Mr. Frank Lucero; Mr. Everett Robinson; Mr. Derrick Leslie.

Governing Board Member Absent: Mr. Elias Jouen.

Others Present: President Chato Hazelbaker; Vice President for Learning and Student Services (VPLSS) Michael Solomonson; Vice President for Administrative Services (VPAS) Maderia Ellison; Associate Vice President – Human Resources (AVPHR) Christine Schaefer; Chief Information Officer (CIO) Michael Jacob; Recording Secretary for the Board Paul Hempsey; David Huish; Benjamin Turner; Rebecca Sweet; Betsy Wilson; Ruth Zimmerman; Jessica Reeck; Russell Kupfer; Muriel Metcalf; Tyler Wiley; Allison Landy; Melody Niesen; Michael Broyles; Colleen Marsh; Tiffani Martin; Talaina Kor; Erin Pugh; Janalda Nash; Pamela Bishop; Wei Ma; Katie Matott; April Tucker; Lia Keenan;

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Laughter called the meeting to order at 10:00 a.m. and led the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

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

Agenda Item 3: Call for Public Comment

None.

Agenda Item 4: Discussion Items

4.A. Standing Presentations:

4.A.1. Financial Position

VPAS Ellison addressed the Board and presented the monthly Financial Position report for the period to August 31, 2023.

Mr. Leslie asked how a federal shutdown might affect the college. VPAS Ellison noted that reimbursements from federal grants would be delayed and estimated the amount per semester to be \$2 million dollars when Mr. Lucero inquired.



4.A.2. NPC Student Government Association (SGA)

Tyler Wiley, current President of the SGA, addressed the Board and expanded upon a written report provided in the packet.

4.A.3. Faculty Association

Jessica Reeck, Faculty in College and Career Preparation, addressed the Board and provided information on efforts to relaunch the integrated education and training construction program and learning community in Whiteriver.

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

Written Report.

4.A.5. Northland Pioneer College (NPC) Friends and Family

Betsy Wilson, Executive Director of Friends and Family, addressed the Board and reported on scholarships and Pedal the Petrified.

4.A.6. Human Resources

Written Report.

Mr. Lucero asked if a verbal report could be given along with the written report, at this meeting and future meeting. AVPHR Schaefer provided some more details from the Human Resources area and added some context to the written report.

4.A.7. Construction Report

David Huish, Director of Construction, addressed the Board and provided a report on the construction projects at the college.

Mr. Lucero asked if Welding students were missing out on instruction of three-phase welding equipment due to the supply chain issue with the electrical panel for the new skills center. Director Huish responded that they were not, as they would not reach that part of the curriculum until the Spring Semester.

4.A.8 Arizona Association of Community College Trustees (AACCT)

Mr. Robinson provided a report on the recent Association of Community College Trustees Leadership Congress held in Las Vegas, NV. President Hazelbaker also noted some of the highlights from his time at the conference.

Chair Laughter encouraged faculty and student attendance at ACCT events, feeling it would be very beneficial for everyone to increase participation.

4.A.9 Enterprise Resource Planning (ERP) Implementation Update

CIO Jacob addressed the Board and provided an update on the implementation of Anthology.



4.A.10 President's Report

President Hazelbaker addressed the Board and provided a report on topics including: Indigenous Peoples Day events; Strategic Planning and Priority Actions; A grant opportunity in the Kayenta area; the Governor's Broadband Advisory Committee; Workforce Development activities; and the 2025-2030 Strategic Planning process.

4.B. Arizona Center for Student Success

President Hazelbaker noted a written report had been provided in the packet and offered to answer any questions the Board may have.

4.C. NPC Component Unit Financial Audit NPC Friends and Family 22-23

Russell Kupfer, Director of Financial Services, addressed the Board and reported on the completed financial audit of NPC Friends and Family.

4.D. NPC Component Unit Financial Audit Northeast Arizona Training Center 22-23

Russell Kupfer, Director of Financial Services, reported on the completed financial audit of the Northeast Arizona Training Center.

Mr. Lucero asked how many agencies had contributed their yearly fees and if there were any outstanding. Director Huish, who is on the NATC Board, noted that all agencies were paid in full, but some agencies had combined so two had removed from the books. Mr. Lucero asked if the fees were received in cash or in-kind donations. Director Huish noted any that were expected to pay cash had done so but, did not have full information.

Agenda Item 5: Consent Agenda

A. September 19, 2023 Regular Board Meeting Minutes

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

Agenda Item 6: For Discussion and Possible Action

6.A. Old Business

None.

6.B. New Business

6.B.1. Request to Approve Fiscal Year 25 Budget Calendar and Budget Assumptions

VPAS Ellison presented the budget calendar and assumptions for creation of the fiscal year 2025 budget, and asked the Board for approval.

Mr. Robinson made a motion to accept the Fiscal Year 25 Budget Calendar and Budget Assumptions as presented. Mr. Leslie seconded. The motion carried upon a roll-call vote with Mr. Lucero, Mr. Robinson, Mr. Leslie and Chair Laughter voting in favor. There were no votes against.



6.B.2. Request to Approve Design Fee Contracts for Construction at Winslow Campus

Director Huish presented a request to award a contract to SPS+ Architects to begin design work on the construction projects at the Winslow campus.

Mr. Robinson asked if the intent was to issue the requests together as one project, with the second phase as a delayed start. Director Huish responded that he believed this was the best option and could end up realizing a better price for the college, as companies are looking for larger projects to bid on.

Mr. Robinson made a motion to approve the contract SPS+ Architects in the amount of \$477,779.50 as presented. Mr. Leslie seconded. The motion carried upon a roll-call vote with Mr. Lucero, Mr. Robinson, Mr. Leslie and Chair Laughter voting in favor. There were no votes against.

6.B.3. Request to Approve Intergovernmental Agreement (IGA) with Northern Arizona University

VPLSS Solomonson addressed the Board and reviewed details of an IGA with Northern Arizona University.

Mr. Robinson made a motion to approve the Intergovernmental Agreement with Northern Arizona University as presented. Mr. Leslie seconded. The motion carried upon a roll-call vote with Mr. Lucero, Mr. Robinson, Mr. Leslie and Chair Laughter voting in favor. There were no votes against.

6.B.4. Nomination for Mr. Leslie to serve on the Association of Community College Trustees Public Policy and Advocacy Committee

President Hazelbaker noted Board Member Leslie had expressed interest in serving on a standing committee of the Association of Community College Trustees (ACCT) and offered the benefits for Mr. Leslie, the Board, and the college if he were selected. President Hazelbaker offered his support for the nomination and asked the Board to also support the effort with a nomination letter.

Mr. Robinson made a motion to approve a letter of support for Mr. Leslie's nomination to the ACCT Public Policy and Advocacy Committee. Mr. Lucero seconded. The motion carried upon a roll-call vote with Mr. Lucero, Mr. Robinson, and Chair Laughter voting in favor. Mr. Leslie abstained. There were no votes against.

Agenda Item 7: DGB Agenda Items and Informational Needs for Future Meetings

Mr. Leslie asked for a discussion on any vulnerabilities and reporting issues that might be associated with the continued addition of Bachelor Degrees at the college.



Mr. Robinson noted the deadline for early bird registration for the ACCT National Legislative Summit was approaching and if any members wished to attend the Board would need to approve travel at the November meeting.

Agenda Item 8: Board Report/Summary of Current and Upcoming Events

A list of upcoming events was provided in the agenda for Board Discussion.

Agenda Item 9: Announcement of Next Regular Meeting

Regular District Governing Board meeting on Tuesday, November 21, 2023 at 10 a.m.

Agenda Item 10: Adjournment

The meeting was adjourned at 11:28 a.m. upon a motion by Mr. Robinson and a second by Mr. Lucero. The motion carried upon a roll-call vote with Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.

Respectfully submitted,



Paul Hempsey
Recording Secretary to the Board

