

Navajo County Community College District Governing Board Meeting Minutes

June 20, 2023 – 10:00 a.m.
Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

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; Director of Institutional Effectiveness Judy Yip-Reyes; Recording Secretary to the Board Paul Hempsey; Norvita Charleston; Betsy Wilson; David Huish; Geri Laughter; Olivia Jones; Erin Pugh; Lance Heister; Greg Kelly; Katie Matott; Melody Niesen; Ruth Zimmerman; Talaina Kor; Wei Ma; Russell Kupfer; Michael Jacob; Scott Arnett; Jeremy Raisor; Lia Keenan; Frank Orona; Matt Weber; Rebecca Sweet; Tamara Osborne; Scott Flake.

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.B. Kayenta Land Ownership and Lease Presentation

President Hazelbaker introduced Ms. Geraldine Laughter, Ms. Olivia Jones, and Mr. Greg Kelly from the Kayenta Township who provided a presentation on land ownership and leasing in Kayenta.

Mr. Lucero asked how many students were currently graduating in the Kayenta area. Ms. Laughter estimated 150 students a year.

Mr. Lucero asked how rent was assessed in the Kayenta Township and whether rent could be waived for the college. Ms. Laughter responded that the lease was based on the square footage of the land under consideration and any waiver could be discussed with the Kayenta Township Manager.



Mr. Lucero asked if there was a possibility that the college could build a facility and then not be allowed to operate in Kayenta. Mr. Kelly, attorney for Kayenta Township, provided information on the legalities of a lease agreement with the Township.

Mr. Lucero noted that his opinion was the Kayenta Township should build the facility and the college could operate from there.

Mr. Lucero asked if the review of the lease was required to take place every five years or if the college can request a seventy-five-year term. Mr. Kelly noted that, as a not-for-profit organization, the college could discuss a seventy-five-year term.

Mr. Lucero asked if the Navajo Nation could supersede decisions made by the Kayenta Township. Mr. Kelly provided information on the powers available to the Navajo Nation regarding the Kayenta Township. Chair Laughter noted that, if the college moves forward with discussions on a future building in Kayenta, that an attorney, with Tribal knowledge, should possibly be hired to look out for the college's interests.

President Hazelbaker thanked the guest speakers for their presentation and discussion before noting to the Board that this was just the start of what would likely be a long process before any decisions were finalized.

4.B. Standing Presentations:

4.B.1. Financial Position

Russell Kupfer, Director of Financial Services, addressed the Board and presented the monthly Financial Position report for the period to April 30th, 2023.

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

Written Report.

4.B.3. Faculty Association

No Report.

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

Written Report.

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

Betsy Wilson, Director of NPC Friends and Family, addressed the Board and provided a report on recent scholarship awards and recipients, plus a reminder of upcoming events.

4.B.6. Human Resources

Written Report.

Mr. Lucero asked if retirees were excluded from the turnover rate listed in the report. President Hazelbaker responded that retirees were excluded and noted separately within the report.



4.B.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 equipment from the current welding shop would be moved to the new building. Director Huish noted everything that would be moved from the current space.

Director Huish provided an update on the final cost of the 8th Avenue sidewalk project as requested by Mr. Lucero and noted it was now the responsibility of the City of Show Low to maintain. Director Huish noted the final price on the Head Start building at the Winslow campus was also under budget and provided details.

Chair Laughter asked if the final cost of the Show Low skills center was known. Director Huish estimated the final cost would be around \$13.5 million.

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

No update.

4.B.9 President's Report

President Hazelbaker addressed the Board and provided a report on topics including: Strategic Priorities; progress on implementation of Target X software; the options related to the Springerville Center; the Higher Learning Commission peer review visit for the first Bachelor degree; enrollment for the summer semester; plans for the Winslow campus; plans for Automotive in the north of the county.

Mr. Lucero asked if the cost of expanding the Blunk Health Science building expansion was included in the cost projections for the Winslow campus. President Hazelbaker provided full cost expectations for potential projects at the campus.

Mr. Lucero asked if the Nursing program at the Winslow campus could be expanded. VPLSS Solomonson noted that expansion was possible but staffing was the main issue, as Nursing Faculty were hard to hire.

Board members discussed the various options available at the Winslow campus and some information that might be helpful for the future.

Agenda Item 5: Consent Agenda

- A. May 16, 2023 Truth in Taxation Hearing Minutes**
- B. May 16, 2023 Budget Hearing Minutes**
- C. May 16, 2023 Special Board Meeting Minutes**
- D. May 16, 2023 Regular Board Meeting Minutes**
- E. Resolution Designating the Chief Financial Officer for Auditor General's Office**

Mr. Robinson made a motion to accept the consent 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 6: For Discussion and Possible Action

6.A. Old Business

None.

6.B. New Business

6.B.1. Request to Approve Board Member Travel

President Hazelbaker presented a travel request to allow Board Member Leslie to attend the Association of Community College Trustees Leadership Congress in October.

Mr. Lucero made a motion to approve travel for Mr. Leslie as presented. Mr. Robinson 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.

6.B.2. Request to Accept Grant Funds – Northern Arizona Good Jobs Network (NAGJN)

President Hazelbaker requested the Board accept grant funding, in the amount of \$32,500.00, from the Local First Arizona Foundation.

Mr. Robinson made a motion to accept \$32,500.00 from the Local First Arizona Foundation to participate in the Northern Arizona Good Jobs Network 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 Award Contract for Enterprise Resource Planning System

President Hazelbaker provided the results from the Request for Proposals (RFP) related to Enterprise Resource Planning (ERP) software and asked the Board for approval to contract with Anthology Inc for a cost not to exceed \$7,353,462.00 over a ten year period.

Michael Jacob, Director of Data and Systems, provided a presentation to refresh the Board on what an ERP is and why it is so important to the college.

Mr. Lucero asked if all community colleges in Arizona might move to a single ERP. Director Jacob responded that it was always a possibility but unlikely.

Mr. Lucero asked if the college would still be using the current ERP while implementing Anthology. Director Jacob responded that the college would maintain the current ERP software for a period during implementation.

Mr. Robinson made a motion to approve the contract with Anthology Inc. for an amount not to exceed \$7,353,462.00 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. Request to Approve Annual Jenzabar Support and Maintenance for 2023-24

President Hazelbaker reviewed the request for a continued support and maintenance contract with Jenzabar Inc. for a cost of \$349,071.87.



Mr. Lucero asked if this would be the last yearly contract with Jenzabar. President Hazelbaker responded that he expected one additional year after this contract.

*Mr. Robinson made a motion to approve the contract with Jenzabar Inc. in the amount of \$349,071.87 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.5. Request to Approve Purchase of Computers

Jeremy Raisor, Dean of Career and Technical Education, addressed the Board and presented a request to purchase 155 computers and peripheral equipment using the remaining Higher Education Emergency Relief Fund money, at a cost of \$261,786.46 from SHI International Corp.

Mr. Lucero asked if the computers would be part of the college's annual lifecycle replacement process. Dean Raisor noted that some of the computers were for lifecycle replacement needs.

*Mr. Robinson made a motion to approve the purchase 155 computers and peripherals from SHI International Corp for a total of \$261,786.46 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.6. Executive Session

*At 11:58 a.m. Mr. Robinson made a motion for the Board to go into Executive Session pursuant to ARS 38-431.03(A)(1) for discussion on the President's performance and contract. 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.***

*At 1:41 p.m. The Board moved back into regular session and adjourned from executive session upon a motion by Mr. Robinson, seconded by Mr. Leslie. **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.7. Action from Executive Session

*Mr. Robinson made a motion to direct the Recording Secretary to the Board to amend the President's contract as discussed in Executive Session and to approve future salary increases dependent on numeric performance measures as discussed in Executive Session. 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.***

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

Mr. Leslie asked for a report on Enrollment for the August meeting.

Mr. Lucero asked for full information on the potential Automotive program in the north for the August meeting.



Mr. Leslie asked for monthly updates on the implementation on the new ERP.

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

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

President Hazelbaker noted the Northeast Arizona Training Center would hold a dedication ceremony for new buildings on Wednesday, June 21st starting at 11am.

Agenda Item 9: Announcement of Next Regular Meeting

Regular District Governing Board meeting on Tuesday, August 15, 2023 at 10 a.m.

Agenda Item 10: Adjournment

The meeting was adjourned at 1:47 p.m. upon a motion by Mr. Robinson and a second by Mr. Leslie. 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

