

Navajo County Community College District Governing Board Meeting Minutes

June 21, 2022 – 10:00 a.m.
Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

Governing Board Member Present: Ms. Kristine Laughter; Mr. Elias Jouen; Mr. Frank Lucero; Mr. Everett Robinson; Mr. Derrick Leslie (Joined the meeting at 10:08 a.m.).

Governing Board Member Absent:

Others Present: President Chato Hazelbaker; Vice President for Learning and Student Services (VPLSS) Mike Solomonson; Vice President for Administrative Services (VPAS) Maderia Ellison; Director of Institutional Effectiveness Judy Yip-Reyes; Recording Secretary to the Board Paul Hempsey; Norvita Charleston; Betsy Wilson; Jeff Taylor; David Huish; Amber Hill; David Borofsky; Jeremy Raisor; Lauren Maestas; Robert Johnson; Ruth Zimmerman; Talaina Kor; Josh Rogers; Nicole Ulibarri; Desirae Silvers; Olivia Jaquez; Allison Landy; Matt Weber.

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Laughter called the meeting to order at 10:01 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. Jouen seconded the motion. The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, 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 April 30th, 2022.

Mr. Jouen asked what percentage of property taxes the college would normally receive. VPAS Ellison responded that typically it would be between 95 and 98 percent.

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

Jeffrey Taylor, Academic Advisor, addressed the Board and introduced himself as the new SGA Advisor.



4.A.3. Faculty Association

No Report.

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

No Report.

4.A.5. NPC Friends and Family

Betsy Wilson, Director of Friends and Family, addressed the Board and provided a report on recent foundation activities including preparation for the Disc Golf tournament that would be held on Saturday and scholarship awards for the Fall semester.

4.A.6. Human Resources

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.

4.A.8. President's Report

President Hazelbaker addressed the Board and provided a report on topics including; the potential new programs under consideration; current enrollment projections and efforts to increase enrollment; recent hiring successes and continued challenges particularly in Nursing; supervisor training; and State legislative news.

Chair Laughter asked if future supervisor training would include performance evaluations and if the Board may see performance related pay raises in the future. President Hazelbaker responded that part of the previous training session had included setting quantitative goals with employees and the compensation committee had discussed where performance-based compensation might reside at the college in the future.

Chair Laughter asked if the college was looking at a four-year nursing degree in the future. President Hazelbaker responded that discussion had taken place with Dean Zimmerman but it was not on the current list the college was exploring.

4.B. Higher Learning Commission Financial Ratios

VPAS Ellison reviewed the Financial Ratios requested by the Higher Learning Commission noting that the college remained in strong financial health.

Agenda Item 5: Consent Agenda

- A. May 17, 2022 Truth in Taxation Hearing Minutes**
- B. May 17, 2022 Budget Hearing Minutes**
- C. May 17, 2022 Special Board Meeting Minutes**
- D. May 17, 2022 Regular Board Meeting Minutes**
- E. 2022-24 TALON to Consortium Intergovernmental Agreements** between Navajo County Community College District and Dishchii'bikoh Community School; Whiteriver Unified School District (USD).

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Northland Pioneer College

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- F. **2022-24 Dual Enrollment Intergovernmental Agreement** between Navajo County Community College District and Whiteriver USD.
- G. **Resolution Designating the Chief Financial Officer for Auditor General's Office**
- H. **New Mexico – Arizona Tuition Reciprocity Intergovernmental Agreement** between Navajo County Community College District and New Mexico Higher Education Department.
- I. **Resolution to Navajo County Election Services to Conduct Elections**

Mr. Lucero made a motion to remove item 5H from the consent agenda for discussion. Mr. Jouen seconded. The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.

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

5H. New Mexico – Arizona Tuition Reciprocity Intergovernmental Agreement between Navajo County Community College District and New Mexico Higher Education Department.

Mr. Lucero confirmed the parties that are involved in the agreement with VPAS Ellison. Mr. Lucero asked which New Mexico institutions students from Arizona could participate with. VPAS Ellison noted they could attend Western New Mexico University or Eastern New Mexico University under this agreement.

Mr. Lucero made a motion to accept item 5H from the Consent Agenda as presented. Mr. Robinson seconded. The motion carried upon a roll-call vote with Mr. Jouen, 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

6A. Old Business

None.

6B. New Business

6.B.1. Membership with Arizona School Board Association (ASBA)

President Hazelbaker reviewed the current utilization of the membership with ASBA and asked the Board for their opinion on continuation.

The Board discussed the benefits of being members and the cost involved. President Hazelbaker offered to get answers to the questions raised and provide a written report to the Board at a future date.

6.B.2. Request to Contract with The Registry for Interim Associate Vice President of Human Resources

President Hazelbaker reviewed the request to partner with The Registry for the services of an Interim Vice President of Human Resources on an initial six-month contract.



Mr. Lucero made a motion to approve the contract with The Registry for the services of an Interim Associate Vice President of Human Resources for an amount not to exceed \$110,000.00 as presented. Mr. Leslie seconded.

Mr. Jouen noted that the fee was steep. President Hazelbaker broke down the cost for the Board.

The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.

6.B.3. Request to Approve Annual Jenzabar Support and Maintenance for 2022-23

President Hazelbaker reviewed the request to approve a contract with Jenzabar, noting they provided the backbone for most college activities and is critical to keep the college functioning.

Mr. Lucero made a motion to approve the annual maintenance and support contract with Jenzabar Inc. for a cost of \$317,627.14. Mr. Robinson seconded. The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.

6.B.4. Request to Purchase Vehicle for the Maintenance Department

VPAS Ellison reviewed the request to purchase a vehicle to be used by the Maintenance department, noting that money was available in the current year's budget.

Mr. Lucero made a motion to purchase a vehicle for the Maintenance department in the amount of \$71,217.88. Mr. Robinson seconded.

Mr. Jouen asked whether the Board was required to state the amount down to the pennies, which allows no deviation if the price changes. President Hazelbaker asked VPAS Ellison to look into the matter for the Board.

The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.

6.B.5. Request to Approve Additional Fees for the Skill Center

VPAS Ellison reviewed the request to approve additional fees to the architectural firm designing the Skills Center in Show Low noting that the fees were based on the overall cost of the project which had increased. The money would come from the funds already set aside for the project.

Mr. Robinson made a motion to authorize the expenditure of \$273,876.00 in design fees for the White Mountain Campus Skills Center project to SPS+ as presented. Mr. Leslie seconded. The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.



6.B.6. Request to Award Contract for Lobbying Services

President Hazelbaker reviewed the request to award a contract for lobbying services to Racy and Associates noting that Michael Racy had been working with NPC for a number of years.

Board Members discussed whether the item should need their approval, as the annual cost was under the threshold for Board approval, and whether the agreement was for five years or five single year contracts. Board members also discussed the cost over a five-year period and whether the contract allowed for increases.

Mr. Lucero made a motion to approve a five-year contract for a total of \$180,000.00. There was no second to the motion and therefore not considered.

*Mr. Jouen made a motion to approve a contract with Racy and Associates in the amount not to exceed \$190,000.00 over a five-year period as presented. Mr. Robinson seconded. **The motion carried upon a roll-call vote with Mr. Jouen, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. Mr. Lucero voted against.***

6.B.7. Request to Approve Purchase of Multi-Year EBSCO Package

VPLSS Solomonson reviewed the request to purchase a multi-year package of databases containing research materials for students and maintained by the libraries.

*Mr. Robinson made a motion to approve a multi-year contract with EBSCO for a total cost of \$75,339.00 as presented. Mr. Lucero seconded. **The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.***

6.B.8. Executive Session

*At 11:30 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. Lucero seconded the motion. **The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.***

*At 12:55 p.m. The Board moved back into regular session and adjourned from executive session upon a motion by Mr. Jouen, seconded by Mr. Robinson. **The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.***

6.B.9. Action from Executive Session

*Mr. Jouen made a motion to direct the Recording Secretary to the Board to work with the attorney to amend the President's contract as discussed in Executive Session. Mr. Robinson seconded. **The motion carried upon a roll-call vote with Mr. Jouen, Mr. Lucero, Mr. Robinson, Mr. Leslie, and Chair Laughter voting in favor. There were no votes against.***

Mr. Leslie left the meeting at 12:56 p.m.



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

None.

Agenda Item 8: Board Report/Summary of Current Event

None.

Agenda Item 9: Announcement of Next Regular Meeting

Regular District Governing Board meeting on Tuesday, August 16, 2022 at 10 a.m.

Agenda Item 10: Adjournment

The meeting was declared adjourned at 12:58 p.m. by Chair Laughter.

Respectfully submitted,



Paul Hempsey
Recording Secretary to the Board

