

Navajo County Community College District Governing Board Meeting Minutes

May 16, 2023 – 10:17 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.

Governing Board Member Absent: Mr. Derrick Leslie.

Others Present: President Chato Hazelbaker; Vice President for Learning and Student Services (VPLSS) Michael 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; Jeremy Raisor; Michael Broyles; David Huish; Russell Kupfer; Nicole Ulibarri; Michael Jacob; Shenethia Manuel; Christopher Green; Erin Pugh; Frank Orona; Janalda Nash; Katie Matott; Olivia Jaquez; Melody Niesen; Rebecca Sweet; Robert Johnson; Ruth Zimmerman; Talaina Kor; Wei Ma; Victoria Fisher; Jason Reiner.

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Laughter called the meeting to order at 10:17 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 March 31st, 2023.

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

Written Report.

4.A.3. Faculty Association

Dr. Michael Broyles, Curriculum Coordinator, addressed the Board and presented on Cultural Studies in Higher Education.



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

No Report.

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

Written Report.

Chair Laughter commented on the offer from Director of Friends and Family, Betsy Wilson, for the Board to review scholarship applications as it provided her with an insight to what NPC students were going through while attending college.

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, noting it was nice to be reporting on only one building now.

Mr. Robinson asked how long it might take an addition to the Blunk Health Science Building in Winslow to be available, if approved by the Board. Director Huish noted the design phase would likely take 9 months with construction lasting at least 12 months if weather was perfect.

Mr. Lucero asked for the potential timeframe to add an Automotive program to the Skills Center building in Holbrook. Director Huish estimated between 9 months and 12 months after the Board approved the project.

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

Chair Laughter asked Board Secretary Robinson to provide a report from the All Trustee meeting in April.

4.A.9 President's Report

President Hazelbaker addressed the Board and provided a report on topics including: Commencement; Completer Ceremonies; progress on Strategic Goals; successful visits from the Higher Learning Commission and the Accreditation Commission for Education in Nursing; searches for a Chief Information Officer and Associate Vice President – Human Resources; and Legislative updates.

4.B. Office of Institutional Effectiveness Quarterly Report

Written Report.

4.C. Higher Learning Commission Financial Ratios

Russell Kupfer, Director of Financial Services, addressed the Board and provided a review of financial data submitted to the Higher Learning Commission which is used to assess the financial health of the college.



Mr. Lucero asked why Governmental Accounting Standards Board (*GASB*) approved Statement No. 68, which requires governments entities providing defined benefit pensions to recognize their long-term obligation for pension benefits as a liability. President Hazelbaker noted it came about when a state got so underwater in their pension system that they could no longer meet the needs of retirees.

Mr. Jouen asked what the college liability stood at. VPAS Ellison noted it was around \$20 million and confirmed the college had funds available to cover this liability.

4.D. President's Evaluation

President Hazelbaker reviewed the process for his evaluation by the Board.

Agenda Item 5: Consent Agenda

- A. April 13, 2023 Retreat Meeting Minutes
- B. April 18, 2023 Regular Board Meeting Minutes
- C. April 19, 2023 Special Board Meeting Minutes

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

6.A. Old Business

None.

6.B. New Business

6.B.1. Request to Accept the Single Audit Report for the Fiscal Year Ended June 30, 2022

VPAS Ellison introduced Victoria Fisher and Jason Reiner from the Auditor General's office who provided a review of the audit process and responsibilities, the results from their audit, and recommendations associated with any findings.

Ms. Fisher and Mr. Reiner provided additional clarification on findings and timelines for fully correcting deficiencies from Board questions.

Mr. Robinson made a motion to accept the Single Audit report for the fiscal year ended June 30, 2022 as presented. Mr. Lucero seconded. 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.

6.B.2. Request to Approve Purchase of Storage Drives

President Hazelbaker reviewed the request to purchase two storage drive arrays to replace aging equipment and increase capacity at the college.

Mr. Lucero asked if the college was evaluating tax options on purchases as he believed it was possible to choose to pay taxes from the purchase location or delivery location.



*Mr. Jouen made a motion to approve the purchase of two hard drive arrays and support services from SHI International Corp for a cost of \$68,865.39 as presented. Mr. Lucero seconded. **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.***

6.B.3. Request to Purchase Exhaust Make-Up Air Unit

Jeremy Raisor, Dean of Career and Technical Education, addressed the Board and reviewed the request to purchase an exhaust make-up air unit for the Skills Center Building in Holbrook.

Mr. Jouen asked if the college had required sealed bids for the purchase. Dean Raisor noted that the college believed the cost would be under \$50,000.00 which did not require them to ask for sealed bids. When the quotes arrived, they were all over the threshold.

Mr. Lucero asked if the air quality was that bad in the building that the air system needed replaced. Dean Raisor noted that this was adding an additional unit to what was currently in place and VPAS Ellison responded that the hope was to see a further reduction in harmful pollutants with the additional unit in place.

*Mr. Lucero made a motion to approve the purchase of an exhaust make-up air unit from United Metal Products for a cost of \$121,373.00 as presented. Mr. Robinson seconded. **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 7: DGB Agenda Items and Informational Needs for Future Meetings

Mr. Lucero asked for an update on the potential for an Automotive program to serve the Holbrook and Winslow area.

Mr. Robinson asked for a discussion on building an addition to the Blunk Health Science Center and how to address the cosmetology needs in Winslow.

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

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

Chair Laughter noted the Navajo Nation Economic Development Summit would be held in June and NPC has been invited to join a panel discussion during the event.

Agenda Item 9: Announcement of Next Regular Meeting

Regular District Governing Board meeting on Tuesday, June 20, 2023 at 10 a.m.

Agenda Item 10: Adjournment

*The meeting was adjourned at 12:10 p.m. upon a motion by Mr. Robinson and a second by Mr. Jouen. **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.***



Respectfully submitted,



Paul Hempsey
Recording Secretary to the Board

Approved

