

**COCONINO COMMUNITY COLLEGE
DISTRICT GOVERNING BOARD**

REGULAR MEETING

AUGUST 17, 2022



**COCONINO COMMUNITY COLLEGE
MINUTES OF A REGULAR MEETING
OF THE
DISTRICT GOVERNING BOARD
AUGUST 17, 2022**

A Regular Meeting of the Coconino Community College District Governing Board was held in the Board Room on the Lone Tree Campus, 2800 S. Lone Tree Rd., Flagstaff, AZ 86005. Board Chair Dr. Nat White called the meeting to order at 5:36 pm.

PRESENT: Eric Eikenberry
Patricia Garcia
Joseph R. Smith (via Zoom)
Nat White

ABSENT: Patrick Hurley

Also Present: Dr. Christal Albrecht, Dr. Adriana Flores-Church, Ms. Alexis Knapp, Mr. Bob Voytek, Mr. Bobby Sedillo, Mr. Brian Wilson, Ms. Colleen Carscallen, Dr. David Borofsky, Ms. Dianna Sanchez, Dr. Jami Van Ess, Mr. Joel Fitzler, Dr. Joseph “Terry” Sawma, Mr. Joshua Hudlow, Ms. Kay Leum, Mr. Keith Becker, Ms. Kirsten Mead, Mr. Kurt Stull, Mr. Larry Hendricks, Dr. Nate Southerland, Ms. Sonni Marbury, and Mr. Tony Williams.

Reports, summaries, background material, and other documents referred to in these minutes can be found in the August 17, 2022 documents file.

ADOPTION OF AGENDA

Mr. Joseph Smith moved to approve the agenda, and Ms. Patricia Garcia seconded the motion. The agenda was approved as presented (Mr. Eikenberry, Ms. Garcia, Mr. Smith, and Dr. White voting in favor).

ADOPTION OF CONSENT AGENDA

Approval of the Following Items:

- A. Minutes of a Work Session – May 18, 2022
- B. Minutes of a Regular Meeting – May 18, 2022
- C. Minutes of a Special Meeting – May 27, 2022
- D. Minutes from the June 8, 2022 Meetings
 - i. Public Hearing, Budget
 - ii. Special Meeting, Budget
- E. Minutes of a Retreat June 10, 2022
- F. Minutes of a Special Meeting – July 11, 2022
- G. Minutes of a Special Meeting – July 18, 2022
- H. Minutes of a Special Meeting – July 20, 2022
- I. Minutes of a Special Meeting – July 26, 2022
- J. Minutes of a Special Meeting – August 1, 2022
- K. Separations/New Hires

- L. Renewal Clinical Intergovernmental Agreements:
 - a. Coconino County Health Department
 - b. Coconino County Public Health Services
 - c. Forest Canyon Endoscopy and Surgery Center
 - d. The Guidance Center, Inc
 - e. Haven of Flagstaff
 - f. Northern Arizona Healthcare
 - g. The Peaks
 - h. Tuba City Regional Health Care Corporation

Ms. Patricia Garcia moved to approve the Consent Agenda, and Mr. Eric Eikenberry seconded the motion. The motion was unanimously approved (Mr. Eikenberry, Ms. Garcia, Mr. Smith, and Dr. White voting in favor).

FOLLOW UP ITEMS

As there were no follow-up items, Dr. White introduced Dr. Christal Albrecht to the Board. Dr. Albrecht addressed the Board and expressed her delight at being at the College as the Interim President, and talked about her path to becoming an educator. Dr. Albrecht introduced her husband, Dr. Joseph “Terry” Sawma.

INTRODUCTION OF GUESTS

Mr. Larry Hendricks introduced Dr. David Borofsky of the Arizona Association of Community College Trustees (AACCT).

CALL TO THE PUBLIC

There was no response to the Call to the Public.

ACTION ITEMS

A. DGB Priorities/Goals and President/Administration Goals – Chair Dr. Nat White

The Board discussed:

- Remove the word “reflecting” from the language in Board priority three, as it is not strong enough.

Mr. Eric Eikenberry motioned to approve the document with the change to the word “reflecting.” Mr. Joseph Smith seconded the motion. The motion was unanimously approved (Mr. Eikenberry, Ms. Garcia, Mr. Smith, and Dr. White voting in favor).

B. Intergovernmental Agreement – Police Academy – Dr. Nate Southerland

- i. **Multi-Agency – three local police agencies for five years with an addendum for cost-sharing in the first year and course credit in year two.**
- ii. **Yavapai County – as a driving range, for one year**
- iii. **Northern Arizona Shooting Range – run by a private non-profit agency, and an MOU is being sought for one year**

The need for new sworn officers in Coconino County and surrounding areas has outstripped the ability to place recruits in agencies and college-sponsored academies elsewhere in Arizona. The cost of housing and feeding recruits has grown increasingly prohibitive. The Flagstaff Police Department,

Coconino County Sheriff's Office, and Northern Arizona University Police Department have joined with Coconino Community College to create an Arizona Peace Officer Standards Training Board (AZPOST) and approved law enforcement training academy to be called the High Country Training Academy. The multi-agency Intergovernmental Agreement included herein outlines the overarching terms of the agreement and sets the responsibilities of each partner during the five-year term of the agreement. An accompanying addendum sets the cost-sharing arrangements for the academy's first year (2022-23) and will be updated annually to reflect anticipated costs. An additional IGA with the Yavapai County Sheriff's Office (YCSCO) is necessary for the High Country Training Academy to use YCSCO's driving track for driving skills training during each class.

The Board discussed:

- The cost per recruit is \$3900, which the sponsoring department will eventually pay
- The cost departments spend to send a police officer trainee to an academy in another county is \$5,000 - \$15,000
- Mr. Eric Eikenberry mentioned to the Board that any veteran might stay at Camp Navajo for \$18 per night and also have a shooting range
- The first year is non-credit; the second year will be taken to HLC and DGB to be approved for a credit program for a certificate
- The College can train the officers in cultural sensitivity and have the opportunity to influence the curriculum
- There is state funding that will help defer some of the costs of the program
- The sponsoring agency pays for the employee's health insurance and workers' compensation; the College does not need additional insurance

Mr. Eric Eikenberry motioned to approve the Police Academy IGA's, and Ms. Patricia Garcia seconded the motion. The motion was unanimously approved (Mr. Eikenberry, Ms. Garcia, Mr. Smith, and Dr. White voting in favor).

C. Northern Arizona Community College Partnership Intergovernmental Agreement – Dr. Jami Van Ess and Dr. Nate Southerland

The Board discussed:

- The four institutions on the I40 corridor and Yavapai County will share academic programming, collaborative marketing, consortium buys of equipment and software, things they can do collectively better as a group than as an individual College.

Chair Dr. Nat White motioned to approve the IGA, and Ms. Patricia Garcia seconded the motion. The motion was unanimously approved (Mr. Eikenberry, Ms. Garcia, Mr. Smith, and Dr. White voting in favor).

D. National Park Service Donation of Equipment – Ms. Dianna Sanchez

The National Forest Service recently donated emergency medical equipment to the Foundation for use at the Page Campus for student use and first responder training. The value of the donation is approximately \$1,000.

There were no questions from the Board.

Mr. Eric Eikenberry motioned to accept the transfer of emergency medical equipment valued at \$1,000 from the Coconino Community College Foundation, and Mr. Joseph Smith seconded. The motion was unanimously approved (Mr. Eikenberry, Ms. Garcia, Mr. Smith, and Dr. White voting in favor).

INFORMATION AND REPORTS

Board Reports

AACCT – Mr. Joseph Smith spoke about the AC4 Retreat next week. Dr. David Borofsky thanked the College for being the host of the retreat.

ACCT – Ms. Patricia Garcia reminded the Board of the National Congress in New York at the end of October 2022.

Alliance – Dr. Jami Van Ess explained that Alliance includes multiple agencies in Flagstaff that have partnered to share public health benefits for their employees. At the June meeting, the group was updated on the fire area, the presidential search, ballot initiatives, and COVID protocols. The meeting was held at the newly rebuilt Killip school.

Foundation Board – Mr. Eric Eikenberry attended the July 2022 Foundation Board meeting and reported on the finances. Ms. Dianna Sanchez invited the Board to the Flagstaff Marathon, which benefits the CCC cross-country team. The marathon already has 390 registered runners (sells out at 450). Dr. Nat White and Ms. Jean White donated \$100,000 for staff and faculty development. Ms. Sanchez also invited the Board to the September 7, 2022, Students First scholarship breakfast to celebrate scholarship recipients.

Student Services – Mr. Tony Williams

Mr. Tony Williams presented the final FTSE enrollment report and noted that enrollment is up 90 points, a 6% increase over last year. The report shows a 5% increase in credit hours, which is a 3% increase over last year. The College drops students for non-payment two weeks before the start of the semester to avoid collection issues for both the College and the students. This process happened two days ago.

The board discussed:

- The relationship with NAU and the things the two institutions can do together. The team meets bi-weekly, looking for ways to automatically admit students to the College if they are not admitted to NAU.
- Dual enrollment between the two institutions

Mr. Williams spoke about the League for Innovation project funded through the Garcia Foundation. The College is one of four community colleges in Arizona that address basic needs hubs to help students access food, a place to sleep, and affordable healthcare. It is designed to improve completion rates for certificates and degrees. The team attended a two-day retreat where they were taught how to use data to improve the use of data and services to students to determine what will have the most significant effect. A new service being launched this Fall is Pipeline AZ. This program is a robust career exploration for students and gives them an idea of what their income could be if they complete their certificates and degrees. Additionally, BetterMynd, a telehealth mental health service, gives students up to three sessions with a mental health provider. This enables the College to follow up with students that they could not previously help.

The Student Activities events for Fall have been published, as requested in the DGB Priorities and Goals. Mr. Derik Yellowhair is working on a budget for the next fiscal year to consider the accessibility of co-curricular activities.

Business and Administrative Services – Dr. Jami Van Ess

Dr. Jami Van Ess introduced the new Executive Director of Human Resources, Dr. Adriana Flores-Church.

P3 Update – Dr. Van Ess updated the Board about signing the P3 agreements. Last week the plans for the project were revisited with all of the parties involved to find funding for students and workforce housing. Ms. Kay Leum said that Mr. Tim Kinney and Mr. Rich Bowen met with several large employers, learning their current needs, as opposed to what they needed three years ago.

4th Quarter Budget Status Report through June 30, 2022 – Dr. Van Ess presented the pre-audit report to the Board. For additional information on the report, please see the August 17, 2022, board materials.

The Board discussed:

- Contractual Services is a more significant number than expected due to the Primary Property Tax Election cost.

President’s Report – Dr. Christal Albrecht

Dr. Christal Albrecht discussed the Executive Leadership Council (ELC) Retreat on August 16, 2022. The ELC chose to focus on what needs to be strengthened and what needs to be celebrated. Connectedness and campus communications are both priorities to be strengthened. All agendas for all groups will now have items to celebrate. The following steps are to prioritize how to improve each of these areas.

AGENDA ITEMS FOR FUTURE MEETINGS

None

ANNOUNCEMENTS

Dr. White thanked the Board for their engagement in College business processes.

The next District Governing Board and Foundation joint meeting will be on September 21, 2022.

MEETING EVALUATION

There being no further business, Chair White adjourned the meeting at 7:04 pm.

MINUTES PREPARED BY:

Ms. Kirsten Mead
Board Recorder

ATTEST and APPROVED:

Mr. Joseph R. Smith
Vice Chair/Secretary of the Board

Dr. Nat White
Board Chair