

Navajo County Community College District Governing Board Meeting Minutes

September 15, 2020 – 10:00 a.m.

ZOOM

Governing Board Member Present: Mr. Frank Lucero; Mr. Derrick Leslie; Mr. Everett Robinson; Mr. Daniel Peaches (joined at 10:27 a.m.).

Governing Board Member Present by Phone:

Governing Board Member Absent: Mr. Elias Jouen.

Staff Present: President Mark Vest; Vice President for Learning and Student Services (VPLSS) Jessica Clark; Vice President for Administrative Services (VPAS) Maderia Ellison; Chief Information Officer (CIO) Scott Estes; Interim Chief Human Resources Officer (CHRO) Peggy Belknap; Recording Secretary to the Board Paul Hempsey.

Others Present: Robert Johnson; Donna Krieser; Gary Santillanes; Judy Yip-Reyes; Ann Hess; Betsy Wilson; Ryan Patterson; Amber Hill; Terrie Shevat; China Cassidy; Ryan Orr; Lia Keenan; Josh Rogers; Ryan Rademacher; Lauren Maestas; Rickey Jackson; Tamara Osborne; Rebecca Hunt; Ruth Zimmerman; Gail Campbell.

Others Present by Phone:

Agenda Item 1: Call to Order and Pledge of Allegiance

Chair Lucero called the meeting to order at 10:02 a.m. and asked Mr. Robinson to lead the Pledge of Allegiance.

Agenda Item 2: Adoption of Agenda

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

Agenda Item 3: Call for Public Comment

None.

Agenda Item 4: Reports

4.A. Financial Position

VPAS Ellison addressed the Board and reviewed the Financial Position Report.

4.B. NPC Student Government Association (SGA)

No Report.



4.C. Faculty Association

No Report.

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

Donna Krieser, President of CASO, addressed the Board and provided an update from the organization.

4.E. NPC Friends and Family

Director Wilson addressed the Board and provided an update on recent Friends and Family activities highlighting the virtual Pedal the Petrified ride.

Director Wilson informed the Board of the recent contact from Janice Witt to set up a scholarship in the memory of Jennifer Witt. Director Wilson asked Ryan Orr to speak about Jennifer, who started by reading a statement from Magda Gluszek before providing his own perspective. Director Wilson then introduced Ryan Rademacher who thanked the speakers for the kind words on Jennifer and for the efforts to remember her through the scholarship.

4.F. Human Resources

Written Report.

Mr. Robinson asked whether there were two Learning Assistant positions at the White Mountain Campus. Interim CHRO Belknap confirmed there were.

Mr. Leslie asked if there was a timeline for the CHRO search. Interim CHRO Belknap responded that committee members were currently reviewing the applications with interviews planned in October.

Mr. Robinson asked if there were really 516 applicants for the Early College Advisor position. Interim CHRO Belknap confirmed this was correct.

Agenda Item 5: Consent Agenda

- A. **August 18, 2020 Regular Meeting Minutes**
- B. **August 18, 2020 Executive Session Meeting Minutes**
- C. **TALON to Consortium IGA Amendments between Navajo County Community College District and Ganado USD; Shonto Preparatory School.**
- D. **Policy Deletion: 1541 - Harassment**

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

Agenda Item 6: Old Business

None.



Agenda Item 7: New Business

7.A. Amend Regular Board Meetings Start Time

President Vest asked the Board to consider amending the start time for regular meetings to assist with Board attendance.

Mr. Peaches joined the meeting at 10:27 a.m.

*Mr. Leslie made a motion to change the start time for regular District Governing Board meetings to 9 a.m. for the remainder of meetings taking place via remote format. Mr. Robinson seconded. **The motion carried upon a roll-call vote with Mr. Peaches, Mr. Robinson, Chair. Lucero, and Mr. Leslie, voting in favor. There were no votes against.***

7.B. Request to Approve 2021-22 Budget Development Calendar

VPAS Ellison reviewed the Budget Development Calendar for 2021-22 and offered to answer any questions the Board may have.

*Mr. Robinson made a motion to adopt the 2021-22 Budget Development Calendar as presented. Mr. Peaches seconded. **The motion carried upon a roll-call vote with Mr. Peaches, Mr. Robinson, Chair. Lucero, and Mr. Leslie, voting in favor. There were no votes against.***

7.C. Request to Award Contract for Payroll Services and Human Resources Information Systems (HRIS)

VPAS Ellison reviewed the request to award a contract for Payroll Services and Human Resources Information Systems, walking the Board through the process used to arrive at the recommendation.

Chair Lucero asked if the new system will talk to Jenzabar. VPAS Ellison responded that it would transfer data to Jenzabar. Chair Lucero asked if we would eventually receive a discount from Jenzabar for not utilizing their Human Resources software. VPAS Ellison noted that it would require negotiations with Jenzabar to determine whether there might be any future savings.

Chair Lucero asked if the price would be the same for the additional four years. VPAS Ellison confirmed it would.

*Mr. Robinson made a motion to award the contract for Payroll Services and Human Resources Information Systems to Payday Inc. for a total of \$77,043.24. Mr. Peaches seconded. **The motion carried upon a roll-call vote with Mr. Peaches, Mr. Robinson, Chair. Lucero, and Mr. Leslie, voting in favor. There were no votes against.***



7.D. Request to Approve Annual Cisco Smartnet for Support and Maintenance for 20/21

CIO Estes addressed the Board and reviewed the request to purchase of Annual Cisco Smartnet for Support and Maintenance for 2020-2021 through the National IPA Technology Solutions for Education Contract (201811-01) for total price of \$179,863.17.

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

7.E. Request to Approve Cisco 5-year FLEX EA Licensing

CIO Estes reviewed the request to purchase Cisco 5-year FLEX EA licensing from CDWG for a total cost of \$163,948.05.

Mr. Robinson made a motion to approve the purchase of Cisco 5-year FLEX EA licensing from CDWG for \$163,948.05.as presented. Mr. Peaches seconded. The motion carried upon a roll-call vote with Mr. Peaches, Mr. Robinson, Chair. Lucero, and Mr. Leslie, voting in favor. There were no votes against.

7.F. NATC: Membership Dues & In-Kind Match (2 Year Analysis)

VPLSS Clark addressed the Board and reviewed the 2-Year Analysis from the Northeast Arizona Training Center (NATC) and offered to answer questions.

Agenda Item 8: Standing Business

8.A. President's Report

President Vest reported that the Arizona Community College Coordinating Council would hold a planning retreat for the upcoming legislative session next week. President Vest also suggested a Board retreat after the November elections to allow any new members to participate if they desired.

Mr. Leslie left the meeting at 10:49 a.m.

8.B. Agenda Items/Informational Needs for future meetings

Mr. Robinson asked staff to research appropriate recognition for Board Member Peaches for his 30 plus years of service.

Agenda Item 9: Board Report/Summary of Current Event

None.

Agenda Item 10: Announcement of Next Regular Meeting: Regular District Governing Board meeting on Tuesday, October 20, 2020 at 9 a.m.



Agenda Item 11: Adjournment

The meeting was adjourned at 10:53 p.m. upon a motion by Mr. Peaches and a second by Mr. Robinson. The motion carried upon a roll-call vote with Mr. Peaches, Mr. Robinson, and Chair. Lucero, voting in favor. There were no votes against.

Respectfully submitted,



Paul Hempsey
Recording Secretary to the Board

Approved

