

## **MINUTES OF THE BOARD OF TRUSTEES MEETING OF THE HINDS COMMUNITY COLLEGE DISTRICT**

The Board of Trustees of the Hinds Community College District met at 1:00 p.m., May 1, 2024, at the Muse Center. The following members were present either by Zoom or in person:

Mr. Paul Breazeale, President in-person  
Mr. Jimmy Morton, Vice President in-person  
Dr. Maria Chapman, Secretary in-person  
Dr. Kevin Abraham in-person  
Dr. Homer Burns in-person  
Mr. Mark Buys in-person  
Mr. Ricky Clopton in-person  
Dr. Toriano Holloway in-person  
Dr. Sandra Nash in-person  
Dr. Scott Rimes in person  
Dr. Robert Sanders in-person  
Dr. Ginger Smith in-person  
Mrs. Dana Stringer via Zoom  
Mr. Larry Swales in-person  
Dr. Cardell Williams in-person  
Mr. Calvin Williams in-person  
Mr. Johnny Young via Zoom

Others present were Dr. Stephen Vacik, President of Hinds Community College; John Hooks, Board Attorney; Bill Campbell, District Project Architect; members of the Executive Leadership Team: Dr. Vic Parker, Vice President of Finance; Andrea Janoush, Vice President of Human Resources; Marvin Moak, Vice President of Auxiliary Services & Facilities Management; Jonathan Townes, Vice President of Career and Technical, Sponsored Grants and HBCU Initiatives; Dr. Keri Cole, Vice President of Planning, Effectiveness and Technology; Renee Cotton, Chief of Staff; Dr. Thomas Ware, Vice President of Instruction & Academic Transfer Programs; and Matt Jones, Executive Director of the Foundation.

### **Call to Order.**

The Board President called the meeting to order and asked Dr. Burns to open the meeting in prayer.

The Board President reminded board members that they were responsible for submitting the Statement of Economic Interest on the Mississippi Ethics Commission website, due May 1, 2024.

**Approve April 3, 2024 Minutes.**

**Upon motion by Dr. Burns seconded by Dr. Abraham, the Board voted unanimously to approve the minutes of April 3, 2024.** A copy is on file and made a part of the minutes of the meeting.

**Amend Agenda.**

Mr. Brezeale requested that the agenda be amended to include Change Order 1F which was received after the agenda went out.

**Upon motion by Mr. Morton seconded by Mr. Swales, the Board voted unanimously to add Change Order 1F to the agenda as 9A.** A copy is on file and made a part of the minutes of the meeting.

**Auditor's Report.**

Wilkins Crawford with Forvis Accounting Firm discussed the FY23 Audit. Hard copies were provided and can be found on the Office of the State Auditor's website. Copies of this report are on file and made a part of the minutes of this meeting.

**Budget Summary.**

The Board Vice President called on Dr. Parker to present the Budget Summary update. Dr. Parker reported that the college is projected to burn 8.33% monthly. HCC should be at 16.67% after the month of April. The college currently has 18.67% available, which is +2.00% ahead of the year-to-date spending range. The ending balance at the end of April 2024 is \$ 13,305,215.22 in cash. The ending balance in the money market is \$500,000.00 and \$7,666,685.08 in the Raymond James investment account. The total net position is \$21,471,900.30.

**Approve Claims Docket.**

The monthly expenses for April 2024 totaled \$1,655,155. The Fund 1 Unrestricted Funds expense total is \$462,604; Fund 2, Grants/Partnerships expense total is \$441,638; Fund 3, Auxiliaries expense total is \$118,899; and Fund 7, Capital Improvement expense total is \$632,014.

**Following discussion of the Claims Docket and upon motion by Mr. Swales seconded by Dr. Smith, the Board voted unanimously to approve the Claims Docket.**

**Approve Bid Log.**

There was no Bid Log however Dr. Vic Parker gave an update from the May 3, 2023 Board meeting where he asked that the board specifically review surplus property Magna American Building in Raymond, the board approved it to be salvaged and disposed of by any legal means. We have since put that property for sale by closed bid, we received one bid for \$10,000 and Hinds will proceed with the closing of that sale.

**Change Orders.**

Mr. Campbell brought four Change Orders to the Board. Copies of the change order form and supporting documentation are on file and made a part of the minutes.

**Approve Change Order #4, Project 3255-Increase, HEERF III HVAC Upgrades Phase 3-Utica Campus.**

This change order is an increase of \$19,609.20 and an increase of one hundred and three days. The completion date is May 23, 2024.

**Following discussion and upon motion by Dr. Smith seconded by Mr. Swales, the Board voted unanimously to approve Change Order #4, Project 3255-Increase, HEERF III HVAC Upgrades-Utica Campus.**

**Approve Change Order #5, Project 3233-Increase, HEERF III HVAC Upgrades Phase 2-Utica Campus.**

This change order is an increase of \$6,076.80 and an increase of fifty-four days. The completion date is June 3, 2024.

**Upon motion by Mr. Morton seconded by Dr. Abraham, the Board voted unanimously to approve Change Order #5, Project 3233-Increase, HEERF III HVAC Upgrades Phase 2-Utica Campus.**

**Approve Change Order #3F, Project 3248-Increase, Remove, and Replace Taxiway Edge Lights and Signs.**

This change order is an increase of \$6,203.95 and an increase of five days. The completion date is to be determined. This project is FFA and MDOT-funded.

**Upon motion by Dr. Burns seconded by Dr. Smith, the Board voted unanimously to approve Change Order #3F, Project 3248- Increase, Remove, and Replace Taxiway Edge Lights and Signs.**

**Approve Change Order #1F, Project 3248-Decrease, Remove, and Replace Taxiway Edge Lights and Signs.**

This change order is an increase of \$6,203.95 and an increase of five days. The completion date is to be determined. This project is FFA and MDOT-funded.

**Upon motion by Mr. Swales seconded by Mr. Morton, the Board voted unanimously to approve Order #1F, Project 3248-Decrease, Remove, and Replace Taxiway Edge Lights and Signs.**

**Residence Hall Update**

At the request of Dr. Vacik, William Campbell briefed the Board of Trustees on the status of the completion of the construction of the HEERF New Residential Hall on the Utica, MS Campus. The Building is almost 50% complete with a complete new roof in place, most of the exterior brick masonry in place on all four (4) sides, and the majority of the plumbing, electrical, and mechanical rough-ins in place on all three (3) floors of the building. The majority of the parking lots and site work also complete. However, no exterior doors or windows are yet installed on the exterior of the building, so the building is open to the weather.

For some time now, the Project Professional and the Facilities Management office have been receiving complaints from the majority of the Sub-Contractors on the project that they had performed the work BUT had not received payment for said work from the General Contractor, Colony Construction, LLC (Hattiesburg, MS). Colony Construction had submitted Affidavits with the Pay Application Requests that showed that the General Contractor indeed paid their sub-contractors. It has been determined that the General Contractor has not paid the majority of the

sub-contractors for at least two (2) months even though documentation from the General Contractor shows that they have.

The Project Professional and the Facilities Management office have had several conversations with the Surety Company concerning the General Contractors' inability to pay the Sub-Contractors for the work performed. At the request of the Surety Company and the Project Professional, the College has been asked to request that the Contractor be declared in default for failure to (1) adequately staff the Project and (2) pay their subcontractors, and that the College request the Surety to take over the project for the completion of the work. Mr. Campbell assured the Board of Trustees that the work completed to date is substantial and acceptable by the Project Professional Team and the College.

In addition, because this project is being funded by the HEERF grant, an extension of time beyond the 12/31/2024 deadline needs to be requested. Dr. Parker's office will be handling the requested extension of time due to the Contractor's inactions and the additional time required for the Surety Company to mobilize and get the project going again.

**Approve the Disposal of Surplus Property.**

**Upon motion by Mr. Clopton, seconded by Dr. Smith, the Board voted unanimously to allow the College President to dispose of the property by any legal means.** Copies of this property are on file and made a part of the minutes of the meeting.

**Recommend Personnel.** There were no new faculty to present to the Board for approval.

**Approve Faculty Contract Renewal List.**

The College President submitted the faculty contract renewal list to the Board for approval. Faculty's names, positions, and salaries were included.

**Upon motion by Mr. Swales, seconded by Dr. Rimes, the Board voted unanimously to approve the faculty contracts.** A copy of the faculty contract renewal list is on file and made a part of the minutes of the meeting.

### **President's Report.**

- Dr. Vacik discussed the details of a service contract with GC Logistics. Effective July 1, GC Logistics will assume responsibility for servicing the grounds at all six locations. Over the life of the contract, the college will realize a financial benefit and will also see a decrease in our liability and worker's compensation insurance expenses.
- While we are uncertain about capital dollars, we remain hopeful that the State Legislature will provide the monies to fund a salary increase (estimated to be 2%) and we will make the appropriate budget adjustments if approved
- The .5% PERS increase will be covered by the legislature this year.
- We recently met with Tougaloo College to discuss a potential partnership that would enhance transfer opportunities for our students.
- We are working with Entergy and will have a lineman program starting in August. Poles will be set on the intermural softball field.
- In mid-May there will be a group traveling to Washington, DC for a site visit with Northern Virginia Community College to learn more about meeting the request for training and personnel for AWS.
- We met with MCity reps last week and we are working on revising the language to commit to a one-year lease.
- The John Bell Williams Airport recently hosted the Mississippi Afterburner Jet Rally. This was a great event of radio-controlled jet planes and raised around \$15,000 for scholarships.

### **Finance Committee Report.**

The Board Vice President shared that the Finance Committee had met with Dr. Vic Parker and reviewed the proposed FY25 Budget. You received copies of the proposed FY25 Budget at our last meeting for review.

**Upon motion by Dr. Burns seconded by Mr. Clopton, all in attendance voted to adopt the FY25 Budget, except Mr. Calvin Williams.** A copy of the FY25 Budget is on file and made a part of the minutes of the meeting.

**Old Business.**

Board Attorney John Hooks reported on the Voluntary Resolution Agreement entered into by College and the Office of Civil Rights related to OCR Complaint No. 06-21-2198 filed by a former student. The College has agreed to undertake a number of activities related to Title IX including additional policy development and training of all full-time faculty.

**No action was taken by the Board.**

Board Attorney John Hooks reported on proposed revisions to the following sections of the By-laws: Section I.b. Membership; Section III.h. Order of Business, and; Section III.p. Conflict of Interest. These revisions have been approved by the By-laws Committee.

**Upon motion by Mr. Swales seconded by Dr. Rimes, the Board voted unanimously to approve the Bylaw Changes.** A copy of the By-laws is on file and made a part of the minutes of the meeting.

**Other Business.**

**Election of New Board Officers.**

The Board President shared the nominations to elect Board Officers for 2024-25.

**Upon motion by Mr. Swales, seconded by Dr. Rimes, the Board voted unanimously to elect the following Board Officers effective July 1, 2024:**

- **President, Mr. Jimmy Morton**
- **Vice President, Dr. Kevin Abraham**
- **Secretary, Dr. Maria Chapman**

There was no other business for discussion and the meeting adjourned at 2:49 p.m.

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Mr. Paul Breazeale, President

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Dr. Maria Chapman, Secretary