

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., January 10, 2024, at the Raymond Campus. 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. Ricky Clopton in person
Dr. Sandra Nash, via zoom
Mr. Donald Oakes in person
Dr. Scott Rimes via phone
Dr. Robert Sanders, in person
Dr. Ginger Smith, in person
Mrs. Dana Stringer in person
Mr. Larry Swales in person
Mr. Calvin Williams in person
Mr. Johnny Young in person

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; Mr. 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. Ginger Robbins, Vice President of Workforce Development and Governmental Affairs; 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.

Mr. Breazeale reminded the Board that he along with other Trustees would be attending the Association of Community Colleges Trustees National Legislative Summit February 4-7 in Washington DC; therefore, the February meeting would need to be moved to Wednesday, February 14, 2024.

Upon motion by Mr. Morton seconded by Dr. Smith, the Board voted unanimously to move February's Board of Trustees meeting to Wednesday, February 14, 2024. A copy is on file and made a part of the minutes of the meeting.

Introduction of Hinds Idealists.

The honorees introduced themselves. They are listed below:

Laketha Berry, Child Care Development Instructor, Jackson Campus

LaTonya Bullie, Distance Learning Navigator, Raymond Campus

Lauren Lawson, Biology instructor, Vicksburg Campus

Sydney Love, Alumni Coordinator, Raymond Campus

Shirley McGruder, Administrative Assistant, Rankin Campus

Marcille McLendon, Kinesiology Instructor, Raymond Campus

Leslie Moak, Office Manager, Raymond Campus

Sandra Odom, Program Entry Navigator, Nursing Allied Health

Melvin "Neal" Stuart, Supervisor of Custodial Services, Rankin Campus

Larry Williams, Head Football Coach, Raymond Campus

Pamela Williams, Director of Student Support Services, Utica Campus

Approve December 6, 2023 Minutes.

Upon motion by Dr. Burns seconded by Dr. Smith, the Board voted unanimously to approve the minutes of December 6, 2023, as revised. A copy is on file and made a part of the minutes of the meeting.

Budget Summary.

The Board Vice President called on Dr. Parker to present the Budget Summary update. Dr. Parker reported the college is projected to burn 8.33% monthly. HCC should be at 50.02% after the month

of December. The college currently has 51.65% available, which is +1.63% ahead year-to-date spending range. Dr. Parker reported the ending balance at the end of December 2023 is \$3,889,122.26 in cash. The ending balance in the money market is \$500,010.08 and \$7,574,676.07 in the Raymond James investment account. The total net position is \$11,963,808.41.

Approve Claims Docket.

The monthly expenses for December 2023 totaled \$2,368,943. The Fund 1 Unrestricted Funds expense total is \$643,241; Fund 2, Grants/Partnerships expense total is \$1,484,231; Fund 3, Auxiliaries expense total is \$204,790; and Fund 7, Capital Improvement expense total is \$36,680.

Following discussion of the Claims Docket and upon motion by Mr. Morton seconded by Mr. Oakes, the Board voted unanimously to approve the Claims Docket.

Approve Bid Log/Sole Source.

Dr. Parker reported there are two bids to bring before the Board.

Bid # 3290- APC In-Row Cooling units for Herring Stewart. Two bids were received for this project and the lowest and best bid was Upchurch Services, LLC at \$231,750.

Bid # 3291- Aircraft for Aviation. Two bids were received for this purchase and the lowest and best bid was Piper Aircraft, Inc. at \$421,824.

Following discussion and upon motion by Mrs. Stringer, seconded by Dr. Abraham, the Board voted unanimously to approve all bids on this month's Bid log as the lowest and best bids. A copy of the bids is on file and made a part of the minutes of the meeting.

Approve Contract Purchase.

Mr. Moak reported that the college would like to purchase the real estate at 228 Elm Street, Raymond, MS for Faculty/Staff housing. The property backs up to the college's property. The purchase price would be \$145,000.

Following discussion and upon motion by Mr. Oakes, seconded by Mr. Clopton, the Board voted unanimously to approve the purchase of the real estate at 228 Elm Street, Raymond,

MS. Mr. Marvin Moak is authorized to execute the contract and any related documents on behalf of the college. A copy of the contract is on file and made a part of the minutes of the meeting.

Approve Change Order.

Mr. Campbell brought one change order 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 #1, Project 3246-Decrease, HEERF HVAC Upgrades-Harris Patrick, Raymond Campus

This change order is a decrease of \$6,768 and an increase of two hundred seventy-five calendar days. The completion date is September 20, 2023.

Upon motion by Mr. Oakes seconded by Dr. Smith, the Board voted unanimously to approve Change Order #1, Project 3246-Decrease, HEERF HVAC Upgrades-Harris Patrick, Raymond Campus

Approve the Disposal of Surplus Property.

Following discussion, and upon motion by Mr. Clopton, seconded by Dr. Sanders, 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.

Approve Recommended Personnel.

Dr. Vacik brought eleven new faculty members before the Board for approval.

- a. **Regina Adams**, Business Administration Instructor, Vicksburg Campus, Salary \$48,795.22, replacing Wendolyn Stevens, effective date of employment January 1, 2024
- b. **Samantha Babb**, Associate Degree Nursing Instructor, Nursing and Allied Health Center, Salary \$63,140.64, effective date of employment January 1, 2024
- c. **Kristen Cole**, Licensed Practical Nursing Instructor, Nursing and Allied Health Center, Salary \$64,416.12, effective date of employment January 1, 2024
- d. **Amy Dykman**, Associate Degree Nursing Instructor, Nursing and Allied Health Center, Salary \$63,140.64 effective date of employment January 1, 2024

- e. **Kendra Fitzhugh**, Marketing Management Technology Instructor, Rankin Campus, Salary \$53,885.23, effective date of employment January 1, 2024
- f. **Amanda Harrison**, Associate Degree Nursing Instructor, Nursing and Allied Health Center, Salary \$68,140.64, replacing Barbara L. Tapps, effective date of employment January 1, 2024
- g. **Robert Jackson**, Secondary Instructor, Vicksburg Campus, Salary \$47,059.00, replacing Joseph Wisnoski, effective date of employment January 1, 2024
- h. **Rachel Jenkins**, English Instructor, Raymond Campus, Salary \$49,637.76, replacing Emily Varisco, effective date of employment January 1, 2024
- i. **Angel Skinner**, Sociology Instructor, Raymond Campus, Salary \$49,637.76, replacing Brandon Mitchell, effective date of employment January 1, 2024
- j. **Erica Thompson**, Biology Instructor, Raymond Campus, Salary \$56,376.00, effective date of employment January 1, 2024
- k. **Marcus Truss**, Unmanned Aircraft System Instructor, Raymond Campus, Salary \$45,000.00, replacing Benjamin Barham, effective date of employment January 1, 2024

Upon motion by Mr. Swales seconded by Mr. Morton, the Board voted unanimously to approve eleven new faculty.

Approve Policy Changes.

Dr. Vacik requested Board approval for the highlighted changes to the policy manual, which the Board members received a copy of last week. This also is approval for our Mission and Vision Statement.

Following discussion, and upon motion by Mr. Oakes, seconded by Dr. Burns, the Board voted unanimously to approve the policy changes. A copy is on file and made a part of the minutes of the meeting.

Recommended By-Law Modifications and Consideration of New Policy.

Items appearing on the agenda related to creating a consent agenda, clarifying language related to the nepotism policy, and creating a new change-order policy were presented for discussion. No votes were taken.

President's Report.

- a. The legislative session has started, Dr. Vacik and Dr. Robbins will be spending a great deal of time there.
- b. The Community College system has five priorities we are pushing this year.

- c. Last week we attended the Mississippi Economic Capital Day and were able to talk with several legislators.
- d. We should know by January 19 if we will receive any funds from Congressional-directed spending.
- e. Hinds CARES Day is March 1, 2024. We work with various non-profits in our communities. If you would like to help please contact our office.
- f. Jonathon Townes is the newest Executive Leadership Team member, replacing Mrs. Sherry Bellmon, who retired last month.

Old Business.

There was no old business for discussion.

Other Business.

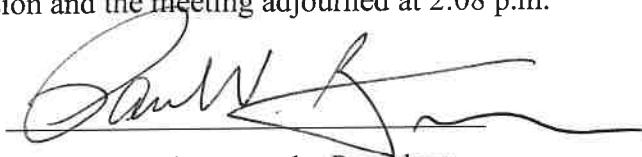
Cyber Incident Response Plan

Dr. Keri Cole shared that her division has been working on the Cyber Incident Response Plan as required by the Federal Government. A copy is on file and made a part of the minutes of the meeting.

Resignation of Trustee.

Mr. Donald Oakes shared that he has notified the Warren County Board of Supervisors of his resignation from the Board of Trustees.

There was no other business for discussion and the meeting adjourned at 2:08 p.m.



Mr. Paul Breazeale, President



Dr. Maria Chapman, Secretary