

## **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 1:15 p.m., April 6, 2022 in the Faculty Dining Room, Utica Campus. The following members were present:

Mr. Paul Breazeale, President  
Mr. Donald Oakes, Vice President  
Dr. Delesicia Martin, Secretary  
Mr. Chad Shealy  
Dr. Homer Burns  
Mr. Rickey Clopton  
Dr. Leslie Horton  
Dr. Cardell Williams  
Dr. Scott Rimes  
Mr. Larry Swales  
Mr. Jimmy Morton  
Dr. Sandra Nash  
Dr. Kevin Abraham  
Mr. Donald McGowan  
Dr. Ginger Smith

Others present were the President of Hinds Community College, Dr. Stephen Vacik; Mr. John Hooks, Board Attorney; Bill Campbell, District Project Architect; members of the Executive Leadership Team: Dr. Keri Cole, Vice President of Instruction/Academic & Transfer; Renee Cotton, Chief of Staff; Dr. Vic Parker, Vice President of Finance; Matt Jones, Executive Director of the Foundation; Dr. Ginger Robbins, Executive Director Legislative Affairs; Andrea Janoush, Vice President of Human Resources; Marvin Moak, Vice President of Auxiliary Services & Workforce Liaison; Dr. Jenny Miles, Vice President Student Services and Guest- David Creel.

**Call to Order.** The Board President called the meeting to order and asked Dr. Homer Burns to pray. Ms. Cotton distributed a handout with instructions regarding how each Board member should fill out and submit the Statement of Economic Interest with the Mississippi Ethics Commission. A copy of the instructions is on file and made a part of the minutes of the meeting.

**Approve March 2, 2022 Minutes.** Upon motion by Dr. Burns, seconded by Mr. Swales, the Board voted unanimously to approve the minutes of March 2, 2022 as mailed. A copy is on file and made a part of the minutes of the meeting.

**Budget Summary.** Mr. Oakes asked Dr. Parker to present the Budget Summary. Dr. Parker reported in this fiscal year we have 28.32% of our approved budget remaining. We are above the 25% threshold. Even though we are 3.31% ahead we are pulling back 2% and reasonably saying we are 1.3% (\$850,000 to \$900,000) ahead from our spending standpoint.

**Approve Claim Docket.** Dr. Parker reported our net position as of March 31, 2022 is \$10.8 million in cash. The net position in our money market is \$2 million and \$12.9 million in the Raymond James investment account. The total net position as of March 31, 2022 is \$25,775,136.00.

The monthly expenses for March 2022 totaled \$4,184,154.00. Of that, Fund 1 unrestricted fund, we spent \$947,931.00 (23%). The majority of our spending was in grant sources, \$2,257,578.00 (54%).

**Following a complete and thorough discussion of the Claim Docket and upon motion by Mr. Shealy, seconded by Mr. McGowan, the Board voted unanimously to approve the Claim Docket.**

**Approve Bid Log.** Dr. Parker reported there are four items to bring before the Board for approval. All four are HEERF funded HVAC renovations.

1. Bid 3242, Hardy-Puryear HVAC Renovations, low bid by Diversified Construction Services, Inc. for \$1,598,000.00. This project will be HEERF funded.
2. Bid 3243, Sheffield-Wooley HVAC Renovations, low bid by Diversified Construction Services, Inc. for \$1,877,000.00. This project will be HEERF funded.

3. Bid 3233, Utica Buildings HVAC Renovations, one bid by Diversified Construction Services, Inc for \$5,359,000.00. This project will be HEERF funded.
4. Bid 3234, Vicksburg Buildings HVAC Renovations, one bid by Metro Mechanical LLC for \$1,308,683.00. This project will be HEERF funded.

**Following discussion and upon motion by Dr. Martin, seconded by Mr. Shealy, the Board voted unanimously to approve all bids included on this month's Bid Log.**

**Property Recommend Surplus to the Needs of the College.** Following discussion, and upon motion by Mr. Clopton, seconded by Mr. Shealy, the Board voted unanimously to allow the College President to dispose of the salvaged property by any legal means. Copies of this property are on file and made a part of the minutes of the meeting.

**Approve Change Order 1 High School Building Improvements Phase 1 Utica.** Mr. Campbell reported this change order is for the former high school building on the Utica Campus as part of the Title III money. A new roof was put in and new roof top HVAC unit. There are four items in the change order. Two of them are adjustment allowances and two are primarily where we found rotten wood and roof deck that needed to be replaced over and above the allowance that we had in the project. The total amount of the change order is \$14,631.05 and is being paid out of Title III funds.

**Following discussion and upon motion by Mr. Shealy, seconded by Dr. Williams, the Board voted unanimously to approve Change Order 1.**

**Approve Sole Source Log.** Dr. Parker reported this is a renewal of our NCLEX licensure test that is required for our Associate Degree Nursing students. This is generally brought to the Board once a year. The tests are bought in bulk and when they are taken we have to buy more. This test is required by the Board of Nursing. A complete explanation of the reasons this is a sole source item was presented to the Board and is on file and made a part of the minutes of the meeting.

**Following discussion and upon motion by Mr. Clopton, seconded by Dr. Abraham, the Board voted unanimously to approve the Sole Source Log.**

**Recommend Personnel.** The College President reported there is one new faculty/instructional to recommend for Board approval.

**Following discussion and upon motion by Mr. Oakes, seconded by Mr. Morton, the following personnel was unanimously approved by the Board of Trustees.**

**Catherine Odom**, Licensed Practical Nursing Instructor, Jackson Campus Nursing/Allied Health Center, replacing Lakendra Elliott, Salary \$65,897.00, employment effective date April 4, 2022.

**President's Report.** There being no further business to come before the Board, the Board President called on the College President for his report. The College President asked the Board to refer to the handout Board Briefing. He briefly highlighted the following topics from the Board Briefing:

**Legislative Update.**

- The final general fund appropriation, \$11 million was put into Community College budgets for a salary increase for Community College employees. It will equate to around 3%.
- We also received additional money in Career Tech funds, general operations and technology.
- We received an allocation that will be from capital funds. We will receive 3.78% from the \$35 million bond bill.
- In SB 3062 there is some ARPA money set aside for clean water/sewer projects and \$12.5 million was earmarked for Community Colleges based on priority basis.
- SB 2780 sets aside \$56 million statewide for cost incurred in preserving, interpreting and restoring historic properties, possible use for buildings at the Utica Campus.
- HB 1517 set aside \$60 million of ARPA money for the office of Workforce Development. Of that, \$32 million is earmarked for Workforce Development efforts.
- Dr. Vacik gave an update regarding funding for the Allied Health Sciences Complex proposed for the Rankin Campus.

### **Project Updates**

- **MCITY Project** – Mr. David Creel gave an informative update on the MCITY project in Vicksburg. Mr. John Hooks, attorney, also gave a report on the status of the lease for this project. Mr. Hooks did report there are a few minor issues that will need to be resolved. *A copy of the lease is attached to these minutes.* Both Mr. Creel and Mr. Hooks answered questions from the Board.  
**The College President stated this is one item we would like the Board to approve in order to move forward. Following discussion and upon motion by Mr. Shealy to approve the lease subject to the minor issues being resolved, seconded by Dr. Abraham, the Board voted unanimously to approve the lease with the MCITY Project subject to resolving the few minor issues that need to be worked out. The Board Attorney is authorized to finalize the lease and to present to the President for final execution.**
- **Maritime Training Center** – A tentative bid date is set for May 31, 2022.
- **HEERF Projects in progress & Utica Residence Halls progress** – Mr. Moak reported the Maggie Dawson residence hall work has begun. HEERF funds will also be used to re-work all HVAC systems through all the residence complex. Once the Maggie Dawson residence hall project is complete students will move back in and the next phase of work on residence halls will begin. Inside this also is the housing director and washeteria complex for the students in the residence hall. Mr. Moak went over other dormitories as well as other buildings that will begin renovation on the Utica Campus.

### **Miscellaneous**

- **Caring Campus Day** – had around 280 participants.
- **Night Diesel Program** – will begin fall 22.
- **Joy Rhoades** – recipient of PTK 2022 Distinguished Advisor Award.
- **Jeff Hughes** – recipient of the PTK Paragon Award.
- **Radio & Television Utica Campus** – won ten awards at the MS Association of Broadcasters Award Program.
- **HEERF Relief Grant for Summer** – Hinds will once again offer resources through the HEERF grant to take classes.

### **Key Dates**

The College President asked the Board to review the dates listed on the Board Briefing and to put those dates on their calendar. *The Board Briefing is attached as minutes of this meeting.*

**Executive Leadership Team Updates.** The College President reported the members of the Executive Leadership Team are present. A copy of their report has been provided for review. The College President asked if the Board of Trustees had any questions for ELT members. There were no questions.

**Enrollment Report.** Dr. Miles reported FTE is down 8%. Dr. Miles reported her top goal is a Strategic Enrollment Management Plan. She stated it is about recruiting, retaining and graduating students. We will need to be creative and scholarship strategies will need to be researched.

**Committee Reports.**

**Finance Committee.**

**FY23 Dual Credit Fees** – Mr. Oakes reported the motion from last month was to delay the FY23 Dual Credit Fees vote until the Legislature completed their process for a decision regarding potential additional funding for dual credit. The Legislature made their decision and did not fund the FY23 Dual Credit Fees Scholarship. The Finance Committee voted 6-1 to forward this recommendation to the entire Board regarding Dual Credit which was \$57/per credit hour. The Finance Committee is presenting this for approval. The motion from last month was as follows: *Upon motion by Mr. Morton to table the dual credit fees vote until the Legislature completes their process for a decision, seconded by Dr. Williams, the Board voted unanimously to table the FY23 dual credit fees – item #3.*

**The April 6, 2022 Board of Trustees Meeting Vote:**

Following further questions and comments the Board President called for a vote. The Board vote was 10-No and 4-Yes. The motion did not pass.

**Early College Fee Schedule** – Mr. Oakes reported this is a proposed fee structure for any Early College that may develop or is already developed in the Hinds Community College District. *A copy of this fee structure is included in the Board binder (tab 10).* The Finance Committee met this Monday and approved adopting this particular fee schedule for Early College. This is the recommendation from the Finance Committee to the Board. **Following discussion and upon motion by Mr. Shealy to table this recommendation until the College President or designee works out the memorandum and to send the recommendation back to the Finance Committee, seconded by Dr. Martin, the Board voted. The Board vote was as follows:**

**4-No and 10-Yes.** The motion passed to table the recommendation and send back to the Finance Committee.

**Old Business.** – There was no old business to discuss.

**Other Business.** – Dr. Martin reported the Personnel Committee has a report.

**Upon motion by Dr. Martin to go into a closed session to determine if an Executive Session is warranted, seconded by Mr. Clopton, the Board voted unanimously to go into closed session.**

**Upon motion by Dr. Horton to go into Executive Session, seconded by Mr. Swales, the Board voted unanimously to go into Executive Session for the purpose of:**

Discussion regarding hiring ACCT to assist with the College President's evaluation and the evaluation process proposed by the Personnel Committee.

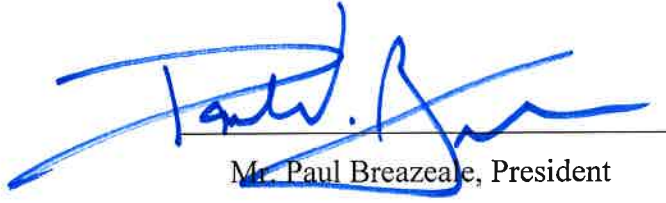
**Upon motion by Dr. Martin, seconded by Dr. Abraham, the Board voted unanimously to exit Executive Session.**

**Regular Session:**


**Upon motion by Dr. Martin, seconded by Dr. Abraham, the Board voted unanimously to hire ACCT to assist with the President's evaluation.**

**Continued Other Business.** Ms. Cotton will email information regarding Gov.Deal to Dr. Abraham.

There was no other business to discuss and the Board President announced we stand adjourned at 3:15 p.m.



Mr. Paul Breazeale, President



Dr. Delesicia Martin, Secretary