

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., July 6, 2022 at Eagle Ridge Conference Center, Raymond Campus. The following members were present either by Zoom or in person:

Mr. Paul Breazeale, President in person
Dr. Delesicia Martin, Secretary in person
Dr. Homer Burns in person
Dr. Leslie Horton in person
Mr. Larry Swales in person
Mr. Jimmy Morton in person
Dr. Sandra Nash in person
Dr. Kevin Abraham Zoom
Mrs. Dana Stringer in person
Mr. Donald McGowan in person
Mr. Rickey Clopton in person
Dr. Maria Chapman Zoom
Dr. Ginger Smith in person
Dr. Scott Rimes Zoom
Dr. Cardell Williams in person

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: 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. Keri Cole, Vice President of Planning, Effectiveness and Technology, Sherry Franklin Bellmon, Vice President of Instruction-Career Technical Education; and Dr. Jenny Miles, Vice President Student Services.

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

Approve June 1, 2022 Minutes. Upon motion by Dr. Burns, seconded by Dr. Martin, the Board voted unanimously to approve the minutes of June 1, 2022 as mailed. A copy is on file and made a part of the minutes of the meeting.

Annual Election of Board Offices. The Board President opened the floor for discussion. Upon motion by Mr. Swales, seconded by Mr. McGowan, the Board voted unanimously to elect the same officers as last year.

Mr. Paul Breazeale, President

Mr. Donald Oakes, Vice President

Dr. Delesicia Martin, Secretary

Annual Appointment of Board Attorney. The Board President opened the floor for discussion regarding continuation of Adams and Reese LLP's services as Board Attorney. Upon motion by Mr. Swales, seconded by Mr. Clopton, the Board voted unanimously to continue the services of John Hooks of Adams and Reese LLP as Board Attorney.

Budget Summary. The Board President asked Dr. Parker to present the Budget Summary update. Dr. Parker reported all programs of Fund 1 money ended at .93% ahead. Of the \$91.7 million that was budgeted in Fund 1, \$900,000.00 was not spent and can be added to the fund balance. The FY21 unaudited Fund 1 balance was \$14.3 million. By adding the new net position at the end of FY22 we anticipate being at \$15.1 million.

Approve Claim Docket. Dr. Parker reported our net position as of June 30, 2022 is \$7.9 million in cash. The net position in our money market is \$500,000.00 and \$10.9 million in the Raymond James investment account. The total net position as of June 30, 2022 is \$19,454,057.65.

The monthly expenses for June 2022 totaled \$6.2 million. This includes \$1.4 million in Fund 1, \$2.2 million in Grants, Fund 2 and \$1.9 million in the Auxiliary Fund. Of the Auxiliary fund, there was a large expenditure to Barnes and Noble.

Following a complete and thorough discussion of the Claim Docket and upon motion by Mr. Morton, seconded by Mrs. Stringer, the Board voted unanimously to approve the Claim Docket.

Approve Bid Log. Dr. Parker reported there are five bids to bring before the Board for approval. Copies of the bids are on file and are made a part of the minutes of the meeting.

1. Bid 3254 (Reverse Auction), college monitoring and surveillance system addition and upgrade, \$140,000.00, Talon Services Group LLC, Hattiesburg MS. This will be HEERF funded and is designed to prevent, prepare for, or respond to COVID. Please refer to the Chief Financial Officer for additional information supporting HEERF funding.
2. Bid 3256 (Reverse Auction) redo bid, three 28 passenger buses for the Utica/HBCU location, \$446,970.00, Empire Truck Sales, Richland, MS. This will be HEERF-HBCU funded. Please refer to the Chief Financial Officer for additional information supporting HEERF funding.
3. Bid 3255, Utica HVAC improvements PH III, \$4,836,000.00, Diversified Construction Services Inc., Clinton, MS. This will be HEERF funded and is designed to prevent, prepare for, or respond to COVID. Please refer to the Chief Financial Officer for additional information supporting HEERF funding.
4. Bid 3257, Utica Student Union dish machine upgrades, \$296,000.00, Robertson Construction Contractors LLC, Madison, MS. This will be HEERF funded and is designed to prevent, prepare for, or respond to COVID. Please refer to the Chief Financial Officer for additional information supporting HEERF funding.
5. Bid 3258 (Reverse Auction), Workforce Development Training Center equipment-MCITY project, \$580,000.00, Industry Training Solutions, Ridgeland, MS. This will be funded by Accelerate MS this year and next year. Please refer to the Chief Financial Officer for additional information.

Following discussion and upon motion by Dr. Horton, seconded by Mr. McGowan, the Board voted unanimously to approve all bids included on this month's Bid Log as the lowest and best bids.

Approve Property Recommend Surplus to the Needs of the College. Following discussion, and upon motion by Mr. Clopton, seconded by Dr. Williams, 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.

Recommend Personnel. The College President reported there is no new faculty/instructional to recommend for Board approval.

Approve Faculty Contract Renewal List. The College President submitted a faculty contract renewal list to the Board for approval. Listed on the spreadsheet are the names/positions of the faculty. The Board discussed the need to add the salary amount or step to the renewal list. The Board Attorney, John Hooks, was asked to research if there is a need to add the salaries or steps. The Board decided in order to move forward with approval beginning the new fiscal year, the faculty renewal list will be approved contingent upon the Board Attorney's finding. **Upon motion by Mrs. Stringer, seconded by Mr. Swales the Board voted unanimously to approve the Faculty Contract Renewal List contingent to the findings of the Board Attorney.**

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. A copy of the briefing is on file and made a part of the minutes of the meeting. He briefly highlighted the following topics from the Board Briefing:

Project Updates

- **Cones and Cups** coffee shop will be open soon. The shop is located in the Courtyard and should be opened by the time students return.
- **Chick-fil-A** demolition has begun. The contractor's issues have been resolved and it should be open in January 2023.
- **Hinds County WIN Job Center** - Senator Cindy Hyde-Smith has earmarked a \$6 million budget for next year to upgrade JATC facilities. This would be paid by federal funds if approved.

- **HEERF Request for Utica Residence Halls and JATC Workforce Center** – We have approximately \$28 million remaining in HEERF monies. We received the latest Federal Regulations on what we could utilize the HEERF HBCU money for. It gives us more latitude than previously. As a result, we are working right now on putting together a proposal that will be submitted to the government to build a residence hall on the Utica Campus. The cost estimate would be around \$20 million. With the other \$8 million we would put in a second proposal to spend that money to build a workforce building on the JATC campus.
- Met with Bradley Lum with MS Prison Industries and discussed the college doing additional work with them in training both those who have been recently released from incarceration and those still incarcerated. We would be willing to work with them whether its is on the JATC campus, Raymond Campus and even within the prison itself. We could provide instruction if they provide the space at the prison.

Summer Relief Grant

- We had 31 students that took advantage of the summer relief grant who took one to two credits, 1013 students who took three to five credits, and 1919 students who took six or more credits. If students took three credits they got \$1,000.00 and if they took six or more credits they got \$1,500.00.

Legislative Appreciation Event

- The Legislative Appreciation Event date was moved from July 12, 2022 to July 19, 2022. This change was due to our Legislators going out of town for training. It will be held at Eagle Ridge Conference Center at 8:30 a.m.

MACC Legislative Priorities

- A handout was distributed to the Board with the Proposed RY2024 CC Support Budget Request. A copy of this handout is on file and made a part of the minutes of the meeting.
- The top two priorities:
 - Priority 1: \$26 million for a 7% salary increase for full-time community college employees; and,
 - Priority 2: Additional \$8 million for basic operational costs.
- Those who attend the Trustees Conference that is coming up will be asked to approve the Priorities for MACC.

Special Events

- M2M/Enrollment Services Summerfest will be held July 20 at JATC.
- MACC Trustees Conference on the Gulf Coast will be held July 26-28.
- Summer Graduation will be held July 28 at Cain Cochran at 1:00 and 3:30 p.m.

Miscellaneous

- Starting July 1 Dr. Keri Cole took on a new role as Vice President for Planning, Effectiveness and Technology.
- This change will open up the position of Vice President for Academic and Transfer Instruction. Interviews were done and we have a final candidate. This individual will be on campus tomorrow.

- We are diligently working on the on-line application process issues. We are moving forward to solve this process.
- Employee surveys have been completed. We have raw data but no summary yet. We plan to have the summary for the August 2022 Board of Trustees meeting.

ELT Reports – Copies of the ELT reports are on file and made a part of the minutes of the meeting.

Enrollment Report. A copy of the Summer and Fall Enrollment Report are on file and made a part of the minutes of the meeting

Committee Reports. There were no committee reports or committee minutes.

Old Business. The Board President reported we are presenting the President's Goals for next year. The Board will have thirty days to review the goals and then make any suggestions for change and submit your suggestions to the Board President. This will be brought back to the Board at the August 2022 meeting and the Board will vote on the President's Goals and to approve the College President's contract. The College President has asked for one change in his contract that deals with leave. The Board Attorney will draw this up. The President's Goals handout was passed out to each Board member. A copy of the President's Goals is on file and made a part of the minutes of the meeting. The Board President opened the floor for any thoughts or comments. There were no comments.

Mr. Swales asked for a progress report on the Gun Show at the Muse Center. Mr. Moak reported we are finalizing everything with the lawyers and insurance agents. As soon as everything is finalized it will be brought to the Board. Mr. Moak reported a Wildlife Extravaganza is planned for the Muse Center on July 29, 2022.

Other Business. The Board President asked Mr. Moak and Mr. Campbell to present information about a project that will go to bid in a few weeks. Mr. Moak reported several of the equipment needs for this project have a long lead time, potentially up to twenty-four weeks. In order to keep the job on schedule we would like to request permission from the Board to issue a Notice to Proceed once the bids come in at or below the budgeted amount through the HEERF funds. This would then be brought to the full Board at the August 2022 meeting.

Upon motion by Mr. Swales, seconded by Mr. McGowan, the Board voted unanimously to approve issuing a Notice to Proceed for this project once the bids come in at or below the budgeted amount through the HEERF funds.

There was no other business to discuss and the Board President announced we stand adjourned at 2:15 p.m.

A handwritten signature in cursive script, appearing to read "Donald S. Oakes", written over a horizontal line.

Mr. Paul Breazeale, President

DONALD SOAKES Vice Pres

A handwritten signature in cursive script, appearing to read "Delesicia Martin", written over a horizontal line.

Dr. Delesicia Martin, Secretary