



Mission Statement: Inspire individuals & enrich our community one student at a time.



Vision Statement: Be a national leader in academic excellence & partner of choice in the communities we serve.

KANSAS CITY KANSAS COMMUNITY COLLEGE
Board of Trustees Meeting
Tuesday, July 16, 2024 – 5:00 P.M.

CONSENT AGENDA – Item A
Meeting Minutes

1. **Call to Order & Pledge of Allegiance:** Chairman Brad Isnard called the Kansas City Kansas Community College (KCKCC) Board of Trustees Meeting to order at 5:00 p.m. at KCKCC-Main Campus Upper Jewell Lounge and in the KCKCC Zoom meeting platform on Tuesday, July 16, 2024. The Pledge of Allegiance was led by Trustee Scruggs Andrieu.
2. **KCKCC Mission Statement:** Chair Isnard read the College mission statement.
3. **Roll Call:** Trustees present were Chairman Brad Isnard, Vice Chair Evelyn Criswell, Mr. Donald Ash, Mr. Mark S. Gilstrap, Ms. Linda Hoskins Sutton, Dr. Brenda Scruggs Andrieu and Ms. Mary Ricketts.
4. **Moment of Silence:** Chair Isnard invited Dr. Greg Mosier, President, to lead a moment of silence in honor of Mr. Curtis Leiker, KCKCC Education Navigator, who passed away earlier this month. Dr. Mosier detailed that Mr. Leiker was hired as the educational navigator for the GED program at Lansing Correctional Facility in November 2021. During the interview process, everyone immediately knew he was the right person for the job. He had an amazing ability to connect with the inmates and help guide them through their educational journey, he knew all the residents by name, which test they had taken and whether they had passed or not. He was very quick to celebrate their successes and report to the community education staff on how the students were doing. Curtis was very dedicated to KCKCC, his job, the people he worked with and the people he served. The students always respected Curtis for his sense of humor and his overwhelming commitment to help them succeed and to put their success over his. The College is very unfortunate to lose Curtis, he will be missed by family, friends and colleagues.
5. **Approval of Agenda:** Chair Isnard called for a motion to approve the agenda. Trustee Ash

made the motion. Trustee Ricketts seconded the motion. **The Motion Carried.**

6. **Special Presentation:** Chair Isnard invited Dr. Greg Mosier, President, to present the Proposed FY 2024-2025 Budget. Dr. Mosier presented the following –

- Dr. Mosier shared items the College takes into consideration in determining the budget for fiscal year 2025. The process is not only about the infrastructure KCKCC is building but it is about the students being served.
- Individuals can get an education for a career that will better support their lives and the lives of their families with a one- or two-year program to immediately make \$60,000 to \$80,000 per year or \$100,000 per year with overtime. This is what is done well as a community college.
- The new downtown center will provide hope, end generational poverty, improve the quality of life and increase the socioeconomic mobility of residents living in and around downtown Kansas City, Kansas.
- Dr. Mosier proudly stated that KCKCC has the lowest mill rate in all of the taxing district. For every dollar a resident pays in taxes, only \$0.16 of that \$1.00 supports Kansas City Kansas Community College. The College is well below the other taxing entities.
- The definition of a mill is equal to one tenth of one penny or 1/1000 of a dollar, also described as \$1.00 per \$1,000 of assessed value of homes or property which the real market value is determined by the County Appraisers Office. In Wyandotte County, the average sale of homes over the last four months is about \$230,000 which is between a 9.5% and a 12% increase from the year prior with the County Appraisers Office reporting it as a 10% increase for homes, a 14% increase for commercial real estate and a 13% increase for land.
- If KCKCC reduced our tax rate by one mill that is a \$2,355,500 impact to the institution and to the median property owner is \$23 per year which equals \$1.92 per month and \$0.06 per day. The economy of scale is what is able to provide the resources to the College in a major way. Dr. Mosier recognized the impact and noted it was small comparatively since KCKCC has a small proportion of the tax dollar.
- Dr. Mosier clarified that KCKCC has no connection with the Unified Government, the Board of Public Utilities or any other taxing entity related to mill levies and that Wyandotte County tax revenue legally cannot be spent in Leavenworth County. KCKCC student housing does not cost taxpayers any money. The cost of building the student housing is paid for with the students' lease rates paid per semester or per year.
- Historically looking at prices, Dr. Mosier shared a chart showing the compounding inflation of the Consumer Price Index (CPI) that takes place in the United States. In relationship to the budget changes had at KCKCC, in 2021 the budget decreased 4.5%, in 2022 increased only 2.5%, 2023 and 2024 included federal grant money and one-time funds that help offset the cost of running the institution which reflected higher percentages. The College is still short about 3.1% in relationship to the CPI.
- KCKCC is a major economic engine for Wyandotte County. A 2022 economic impact study on KCKCC reported 745 employees with a payroll of approximately \$42 million,

and the funding, including grant funds, creating a total budget of approximately \$115 million. This resulted in \$765 million in economic gain for our community that supported 11,633 jobs. One of every 30 jobs in Wyandotte County has been supported through KCKCC activities over time. The socioeconomic indicators such as incarceration, the loss of recidivism, the decrease in mental illness and other areas that need additional funds to care for individuals, the total return for 2022 was \$879 million. The stock market returns approximately 9% to 10% per year over the course of time; KCKCC's return is \$1.50 which is five times better than the stock market. If the taxpayers' money that supports the College was broken out into the revenue from Wyandotte County, it is a nine times return on investment.

- KCKCC is an investment and has many examples of student success in their socioeconomic mobility. The one semester industrial maintenance technology program graduates are making \$50,000 per year or \$100,000 per year with overtime which is revenue going in, if they are living in Wyandotte County. The College will have 200 students that will be in this program in the next two years with the grant received from the American Association of Community Colleges and working with Panasonic Energy Corporation of North America directly. This will be about \$2.5 million to \$4 million being put back into the local economy, but it is expensive. It cost about \$4.5 million to build a lab with equipment in robotics, cutting equipment and highly technical and sensitive devices. An additional 30 students in the two-year advanced manufacturing and construction program, will add up to another \$3,000,000 into the economy, equaling between \$325,000,000 to \$5,000,000 in new income per year.
- KCKCC creates taxpayers, reduces individual's tax burdens, and improves quality of life. The best way to remediate the burden on individual taxpayers is to create more taxpayers, which is what KCKCC is in the business of.
- The campus was built in 1972 and the College leadership was tasked with creating a master facility plan for the next 15 to 20 years. The cost of that, to provide quality educational and learning environments for students, is \$161 million in today's money. The cost for the top four projects listed is \$44 million. The College must be cautious in how money is spent and saved for supporting both today and the future of KCKCC and our community.
- Dr. Mosier shared the primary expense categories listing the top four as salaries and benefits (about 50% of the annual budget), plant and capital, reserves and contractual services. Highlights of proposed expenses included a total of \$4.7 million for a 4% employee pay increase, increase of the adjunct credit hour rates, health insurance, new positions, pay equity adjustments and contractual services; \$3.3 million for repair and maintenance to the plant including capital outlay and equipment; and funding for scholarships and financial aid, strategic opportunities, contingency funding and debt service payments.
- It takes a lot to run a college of this size, serving about 8,000 students per year in credit and non-credit and meeting the needs of the community. KCKCC has received local, regional, statewide and national recognition for projects. Dr. Mosier shared

examples of publications KCKCC was noted in, specifically for the downtown project. Dr. Mosier continued by sharing examples of community impact and graduate student successes in Federation of Advanced Manufacturing Education (FAME)/ Automation Engineer Technology (AET), Welding, Allied Health, Math, Science, Technology and Humanities.

- Dr. Mosier explained anticipated revenues and mill options of revenue neutral, flat levy, 0.5 mill reduction, 1.0 mill reduction, 1.5 mill reduction and 2.0 mill reduction. Dr. Mosier continued to explain the return to the community, the possibility of the College needing to cut major services and the possible cost to community members only being \$39.10 per year or \$27.60 per year.
- The most important numbers reflect what KCKCC can do to continue to advance our community. Dr. Mosier is on the Wyandotte County Economic Development Council Board of Directors and this year \$446,000,000 in capital investment has already been brought and will exceed \$1 billion dollars in capital investment this year in Wyandotte County with new companies coming into the County. The problem is only one-third of Wyandotte County jobs are filled by Wyandotte County residents because of the educational level and skill sets needed to obtain these high-wage, high-demand jobs or individuals are going out of the community to work somewhere else. KCKCC can educate and provide the skill sets to our residents to obtain those jobs and bring the impact back to Wyandotte County.
- Dr. Mosier shared data on the economic and social disparities comparing the western four zip codes versus the eastern six zip codes in Wyandotte County to help give understanding on why KCKCC is creating the downtown project and why post-secondary education at the College creates a community impact - 50% of the jobs in the country require more than a high school education and less than a four-year degree. It is Dr. Mosier's personal belief to go to where the people need the College the most – that is where the most good can be done. KCKCC still serves everyone, but does need to focus on those areas.
- The administration's recommendations for the Board to consider were:
 - KCKCC administration and the Board's overarching duties and responsibilities are to make decisions and take decisive actions that advance the educational level and socioeconomic mobility of the communities served.
 - Currently Wyandotte County residents significantly lack the educational level and skills to obtain thousands of high-wage, high-demand jobs available in Wyandotte County.
 - Starting and offering KCKCC programs in these career fields is expensive and technology heavy.
 - With a final decision needing to be made in August, it is administration's recommendation to the Board to exceed revenue neutral and cut the mill levy by one mill. More could be cut in August but the amount could not go higher. One to 1.5 mills could be doable; if 1.5 mills were cut, that would be a 2.85% budget increase to the College which is the same as the cost-of-living increase for the College.
- Under New Business item number 23 the Board will take action to identify the intent in

relationship to revenue neutral and set a high end on the budget recommendation.

Chair Isnard clarified that the final decision did not need to be made until August but the College must notify the county clerk by July 19 on the maximum. Chair Isnard opened the floor to the Board for questions or discussion. Hearing none, there would be an opportunity for discussion on item 23.

7. **Audience to Patrons and Petitioners:** Chair Isnard invited patrons or petitioners to address the Board, explained the 5-minute time limit and asked patrons to try to keep comments as concise as possible and avoid repeating points made by other speakers to help get to as many voices as possible. Speakers were Ms. Susan Stephens (online), Mr. Scott Harding, Mr. Tim Lewis, Ms. Debe Birzer, Mr. Alex Sanchez, Ms. Cheryl Yates, Mr. Hendryck von Brawm, Ms. Stephanie Barton, Ms. Karen Scheibe, Mr. Dan Cerran, Mr. Fred Postlewait.
- Each expressed a concern about the mill levy rate and asked the College to be revenue neutral.

8. **Recognitions/Presentations:**

- Chair Isnard invited Mr. Jerry Pope, Vice President of Academic Affairs, to present the Academic Master Plan Annual Update. Mr. Pope presented the following –
 - The College has some new programs.
 - High Voltage Line Technician program – The College created a Certificate A for the program and it has been approved by all the approving bodies. KCKCC is having difficulty finding qualified faculty applicants and is working on purchasing equipment for that program. Upon graduation from the program, students are set to earn initially about \$55,000 per year. The Board of Public Utilities (BPU) is a primary partner and has a residency requirement for workers.
 - The Automation Engineer Technology (AET) program – KCKCC is working closely with Panasonic to train workers for their new plant and will start two cohorts of 20 students in January. The College has also been working on grants.
 - Commercial Construction program – The standardized process has begun to determine the curriculum by working with the advisory boards, which is largely employers from the area. This will ensure we are providing students with the knowledge and skills needed for those jobs.
 - Academic Affairs handles program modifications. All of KCKCC's industry programs have an advisory board who are comprised primarily of industry individuals that provide suggestions to the curriculum.
 - Electrical Technology – Courses were eliminated from and added to the program and the credit hours were changed to try to make the program more helpful to those students.
 - Heating, Ventilation and Air Conditioning/Refrigeration (HVAC) – A program realignment was done with the Kansas Board of Regents (KBOR). A Certificate A was created after reviewing the market and realizing when students get 16

credit hours they can get hired. All the courses in Certificate A can be applied to Certificate B so students can return and earn Certificate B for improved earning potential.

- Nursing – Three programs were reviewed and modified: Nursing - Registered Nurse, Nursing - Practical Nurse and Respiratory Care Therapist. The number of credit hours in each program was reduced from 68 to 64 by reviewing our Advisory Board recommendations and other institutions across the state.
- Computer Support Specialists – Adjusted for KBOR alignment.
- Biomanufacturing – A Certificate A was created and course modifications were made.
- Allied Health - A new course was created to help students understand health professions.
- Journalism – This program was sunsetted.
- Supportive action plans were made for programs that needed to grow enrollment and needed extra support.
- The learning spaces task force focused on modernizing an older nursing room and furnishing the learning spaces.
- KCKCC went through a general education redesign mandated by KBOR.
- Working on a corequisite developmental education model for Math and English.
- The College has many grants.
- Nineteen courses were deactivated. This is done annually - this is probably two years' worth – by reviewing the catalog and deactivating courses that have not had students.
- The academic catalog was modernized and now has degree maps so students see which courses need to be taken semester 1, semester 2, etc.

Trustee Hoskins Sutton commented that it was a pleasant surprise that she read in the local learning club's newsletter that KCKCC Phi Theta Kappa gifted books to Whittier Elementary's in-school reading program and that they volunteered this summer. Trustee Hoskins Sutton gave kudos to Phi Theta Kappa and Dr. Stacy Tucker, Director of Honors Education/Phi Theta Kappa/Service Learning, and all the students for reaching out into the community to help elementary school students.

- Chair Isnard invited Ms. Kris Green, Chief Marketing and Institutional Image Officer, to present the KCKCC 2023-2024 Annual Report. Ms. Green highlighted the following –
 - The Annual Report is available electronically and will be distributed to about 2,000 community members this month.
 - Student Success – KCKCC had a national New Century transfer student - Liz Daniels, Jada Johnson reached 1,000 career points, there was much community service and community engagement with students this year and we hosted one of our first international weeks and our first Commencement at Children's Mercy Park. The Blue Devils had a great year, students were involved on campus, presented research

- projects and the jazz students won more awards.
- Community Engagement – The College’s Juneteenth celebration had a great turnout, the annual food drive by the Board of Trustees helped KCKCC’s basic needs center, the new partnership with Panasonic and the apprenticeship program will help students, meetings with area Congressman and the College celebrated our 100th anniversary with our centennial dinner and our Blue Devil Block Party. KCKCC supported our students that received scholarships and the donors who gave those, hosted trick-or-treating events, was a site for the Parade of Hearts, received a Partner in Excellence award from the University of Kansas Health System and provided an economic impact of \$764.9 million.
- Colleges Success – Faculty and staff received awards, the College moved forward in the building of our downtown center and in the demolition process, the childcare center was named in honor of a former faculty member and we completed our second year with our Federation of Advanced Manufacturing Education (FAME) program and launched our apprenticeship program in workforce development. KCKCC traveled to Peru for international education, the Ella Fitzgerald Jazz Library was dedicated, the nature trail was cleaned up by employees for the community and students to enjoy, the College was recognized as an affordable college and received grants so that our students have access to laptops.

Dr. Mosier added the annual report looked fantastic and thanked Ms. Green and her team for all the hard work in creating it as it represents the work the College has done the last year with our students and community.

- Chair Isnard invited Mr. Sam DeLeon, Director of Employee Relations, to present the Applicant and Hires Data Biannual Update. Mr. DeLeon presented the following –
 - The applicant hiring demographics were from January 1 to June 30. Human Resources (HR) is in discussions to provide this data more in depth in the future to start comparisons that is backward-looking and forward-looking. The HR team works tirelessly with all hiring managers in local searches and beyond.
 - For all positions the College received 1,039 applications and hired 78 individuals.
 - Mr. DeLeon shared an overview of data regarding the categories of gender, disability and veteran status along with race in all positions, administration, supervisor, faculty and adjunct positions.
 - A race comparison for all applicants and hired applicants was reported as Human Resources worked closely with Dr. Steve Nettles, Director of Institutional Effectiveness, to monitor Wyandotte County census data information from 2022 and data regarding KCKCC students.
 - HR has compiled much information and will begin reviewing it differently moving forward.
- Chair Isnard invited Mr. Peter Gabriel, Chief Information Officer, to present the Information Technology Master Plan Annual Update. Mr. Gabriel presented the following –

- Worked with the College's vendor, while also working on a proposal for the advancing digital opportunities to promote the technology fund and were able to review the current models of laptops being used. A new model was found that fit the specifications, was a quality device to use for students, faculty and staff, and was a better steward of the institutional funds by reducing the cost of each individual laptop by nearly \$500. Some of those models were purchased and has been a great change.
- KCKCC has partnered with Tandem Cyber to help the College increase our cybersecurity posture. Mr. Gabriel provided a handout with more detail. Tandem Cyber's main focus is cybersecurity assurance and cybersecurity operations and response.
 - The cybersecurity assurance will help the College with governance, compliance and risk auditing, user security awareness, review and approve security policies, controls and plans, give a relevant understanding of the threat and regulatory landscapes faced and provide cybersecurity briefs and communications. If there are incidents, they will review lessons learned and work on proactive mitigations for those.
 - The operations and response portion of Tandem Cyber, will help with phishing campaigns on internal staff, help with perimeter monitoring, monitor network logs and help research any threats, be somewhat of a technical lead and will do tabletop exercises for incident response.
- Working with vendor Logicalis on a few projects for the year.
 - The wireless upgrade is moving from the current setup to a certificate-based wireless system that will help better secure the network. Devices will be put on a certain network and given access to applications and items based on the security certificate they have. If a device is on our network without that certificate, the device will get internet access only.
 - The multifactor authentication model will be moving from the current manual process to a conditional access policy model to help get to another state of seamless single sign-on (SSO). This will give the College the ability to extend the timeframe when prompted for multifactor authentication and streamline the process of being prompted only once when accessing one of the Microsoft products – Teams, Outlook or Edge browser.
- Classroom technologies will be updated. Equipment is being tested the hybrid and HyFlex rooms. New technology has come out in the last couple of years that is nearly 40% cheaper than what was used when the pandemic started.
- A phone system change is coming later this year as the Avaya system is reaching end of life. The current handsets will not work past the next update.
- The migration of Colleague from on premises to the cloud will be a modernization and maybe a reimplementation. Information Services will review Colleague end to end as it moves to the cloud to ensure it is being used properly, that it will be secure in the cloud and that the College makes better use of Colleague than we are currently.

8a) New Business (Item 23): Chair Isnard announced the conclusion of Item 8-Recognitions/

Presentations and in consultation with Dr. Mosier proposed moving up part of the New Business Item 23: **Notice of Hearing to Exceed the Revenue Neutral Rate and Budget Hearing for FY 2024-2025 Budget and Proposed FY 2024-2025 Budget for Publishing** before beginning Item 9-Communications. There were no objections.

- Chair Isnard invited Ms. Lesley Strohschein, Controller and Interim Chief Financial Officer, to present the **Notice of Hearing to Exceed the Revenue Neutral Rate and Budget Hearing for FY 2024-2025 Budget and Proposed FY 2024-2025 Budget for Publishing**. Ms. Strohschein presented the following –
 - Ms. Strohschein explained there were two items to vote on - whether to sign an intent to exceed the revenue neutral rate, which will not have to exceed the revenue neutral rate but allows that possibility as budget discussions continue, and based on that decision, a vote on the notice of hearing, whether it would be a revenue neutral hearing and a budget hearing or only a budget hearing. Dr. Mosier reiterated what Ms. Strohschein explained and added that if it was decided to exceed the revenue neutral rate and the top limit amount was identified, that rate could be decreased between now and the August meeting, but not exceeded. Dr. Mosier and Ms. Strohschein explained there are technicalities and a possible penalty if the assessed valuations are certified this fall lower than what they are now - that would increase the College's mill levy and would put the College over revenue neutral. It is a precaution to indicate the intent to exceed to safeguard from final evaluation effects.
 - Ms. Strohschein clarified this is based on the estimated assessed valuation from the County at a flat mill levy which equals a certain amount of dollars and when the final assessed valuations are certified in the fall, our mill levy is adjusted to equal the same dollars - the mill levy changes, the dollars do not change at the time of certification. The College would receive a certification notice in October reporting the final assessed valuation and what the mill levy actually came out to, to equal the same dollars requested. If the assessed valuations decrease, the mill levy could increase to equal the same dollars and the College would be over revenue neutral.
 - Dr. Mosier announced the College could be penalized for that without having any control over that technicality. The main discussion is to determine the Board's intent and the signed documents would represent the Board's intent.

Chair Isnard called for either a motion to approve as presented with a one mill decrease or a motion to approve sending the notice of revenue neutral to the County. Ms. Strohschein clarified that the Board could just approve the intent to exceed revenue neutral without a proposed mill levy and the College would enter the maximum amount the Board voted on.

Dr. Mosier clarified his recommendation of minus one mill - that would not be exceeded but the amount could come in below that. Dr. Mosier continued it could be feasible to do minus 1.5 mills with a reduction of \$3.533 million, a 55% reduction from flat.

Chair Isnard asked for clarification on the potential penalty as this revenue neutral rate law continued to be fixed which led to these issues. Ms. Strohschein explained the original penalty was if the College exceeded revenue neutral when the final valuation comes in, the College would pay back all of the taxes that were the difference between the revenue neutral and what was received in excess. That is trying to be minimized and they want to remove that as it is not in the College's control that the assessed valuations come in differently, but they have not said what exactly they will do.

Chair Isnard called for a motion, clarified the motion would be a roll call vote and called for any other discussion.

Trustee Gilstrap motioned to not exceed revenue neutral. Trustee Ash seconded the motion. Chair Isnard began the roll call vote.

There was further discussion between the Board, Dr. Mosier and Ms. Strohschein to clarify the motion to file the intent to not exceed revenue neutral, the possibility of a penalty if the valuations come in lower than currently provided by the County Appraiser's Office or the option to submit an identified top dollar amount so the dollar amount does not exceed revenue neutral which would be the maximum amount the College could obtain. Trustee Ash and Vice Chair Criswell expected the certified valuation numbers would come in as anticipated and not lower, same as the last couple of years.

Trustee Gilstrap's motion remained to not exceed revenue neutral.

Aye votes were: Trustees Ash, Criswell, Gilstrap, Hoskins Sutton, Isnard, Ricketts, Scruggs Andrieu. The roll call vote was 7-0 to not exceed revenue neutral. The Motion Carried.

Ms. Strohschein explained the next item was to approve the newspaper notice for the revenue neutral rate notice of hearing for publication in *The Wyandotte Echo*, the College's newspaper of record, to be published for the budget hearing in August. This used to be before this separate intent action - it was one budget hearing that was usually held for the community. This would be to approve the mill levy and the dollars based on the current assessed valuation along with the College's expenses and how that number was calculated. Dr. Mosier added it would be a high-level budget.

Chair Isnard called for a motion to approve the notice of hearing. Vice Chair Criswell made the motion. Trustee Hoskins Sutton seconded the motion. The Motion Carried.

9. Communications:

- Chair Isnard communicated the Reminder of Board of Trustees Retreat - Quarter 3 on Saturday, August 17, 9:00 a.m. to 11:30 a.m. Trustees would receive a calendar invite with the Zoom link and audience members may attend in person in Upper Jewell Room 3397. Trustee Hoskins Sutton questioned if the retreat would be virtual or

hybrid. Dr. Mosier clarified it would be virtual for Board members for their convenience, the retreat room would be posted for community members that wanted to join and if Board members wanted to join in that room also. It would be hybrid following last year's process.

- Chair Isnard invited Dr. Greg Mosier, President, to present the Introduction of Ms. Lorraine Mixon-Page, SPHR, Chief Human Resources Officer. Dr. Mosier presented the following –
 - The College's new Chief Human Resource Officer, Lorraine Mixon-Page is a senior professional in human resources (HR). She has a wealth of experience in higher education, health care and the public sector. For more than 30 years as an HR professional, she was in management at the University of Missouri, Columbia with the School of Medicine, and had 2,500 faculty and staff that she worked with for talent acquisition, recruitment, employee relations, benefits, staff training and engagement functions. She has worked in the corporate sector as a regional manager for the Hospital Corporation of America which serves 4,500 hospitals and more than 24,000 employees. She has a Master of Arts in personnel and organizational psychology and a bachelor's in psychology. KCKCC was excited for Ms. Mixon-Page to join the team.

Ms. Mixon-Page expressed happiness to be with the College and has had a warm welcome from the college community. She looked forward to working under the leadership of Dr. Mosier and continuing the success of the College and the forward and upward movement of the strategic HR function.

The Board welcomed Ms. Mixon-Page.

10. Board Committee Reports: Chair Isnard invited the Board Committees to report.

- On behalf of the **Board Finance Committee** (BFC), Vice Chair Criswell, Chair of the BFC, reported the BFC met on Tuesday, July 9.
- The College continued to manage its funds effectively.
- As noted in the Board packet, the College was still below the burn rate. The average was about \$7.6 million and came in at about \$6.3 million which shows good management.
- Vice Chair Criswell pointed out in the category of issues and risks, state aid is an integral part of our revenue and the Kansas Board of Regents and Technical Authority continually review and seek to change the funding formula and availability of the various types of aid. A reduction in any resources would greatly impact KCKCC's budget and ability to fund important initiatives. The College does due diligence and asks the questions as representatives of the community.
- There was growing pressure on the Department of Education to reduce spending on education which could impact the College's ability to obtain federal grants and provide federal financial aid to students in the greatest need. Vice Chair Criswell highlighted that the College was watching that to make sure nothing was done from a lack of diligence or action that would impact students, especially students of great

financial need. The County had several students and citizens of great financial need and KCKCC wanted to do what could be done to honor them and to do what was best for them.

- These barriers could affect the budget and enrollment. The College was being diligent and were watching the items.

Chair Isnard called for a motion to accept the report. Trustee Ricketts made the motion. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

- On behalf of the **Board Policy Committee (BPC)**, Trustee Hoskins Sutton, Chair of the BPC, confirmed the BPC did not meet due to the summer session. Trustee Hoskins Sutton looked forward to working with the new Chief Human Resources Officer, Ms. Mixon-Page, when the BPC resumed in September. Later in the Board meeting, Trustee Hoskins Sutton made a correction and apologized for stating Ms. Mixon-Page's names backwards as it is important to say everyone's name correctly.

Chair Isnard confirmed a motion was not needed since there was not a report.

- On behalf of the **Board Community Engagement Committee (BCEC)**, Trustee Ash, Chair of the BCEC, confirmed there was no meeting in July. Trustee Ash anticipated the BCEC would meet next month.
- Trustee Ash continued attending the Livable Neighborhoods Task Force meeting, which is a good place to share information, and other meetings and attended a ribbon cutting at The Village Initiative. Trustee Ash represented KCKCC and reminded individuals of the College's happenings.
- Chair Isnard added that he and Dr. Scott Balog, Executive Vice President, have a presentation scheduled with the downtown Kiwanis group on July 22 to share the great things KCKCC has going.
- Chair Isnard would add to next month's meeting agenda that Trustee Ricketts has accepted to chair the Community Engagement Committee. He looked forward to having that committee under her leadership.

Chair Isnard called for a motion to accept the report. Trustee Ricketts made the motion. Vice Chair Criswell seconded the motion. **The Motion Carried.**

- As the **Kansas Association of Community Colleges (KACC)** Delegate, Trustee Ash reported there is not a lot of summer activity. Trustee Ash reminded the Trustees the next KACC quarterly meeting would be hosted at KCKCC on August 23 and 24. It will be a Friday afternoon into Friday evening and Saturday morning ending by 11:30 a.m. format. Trustee Ash would like to have a good showing and be good hosts as all the colleges have done a great job hosting.
- As the **Association of Community College Trustees (ACCT)** Delegate, Trustee Ash reported the Trustees were gearing up for the October conference. Trustee Hoskins

Sutton reported she has a committee meeting via Zoom on Monday.

Dr. Mosier clarified for the KACC quarterly meeting hosted at KCKCC, on Friday, August 23 the presidents meet all day then the Trustees join in the afternoon and through the dinner and Saturday, August 24 presidents and Trustees participate in breakfast, the morning meetings then a boxed lunch to go at 11:30. Trustee Ash questioned if any special guests would attend. Dr. Mosier answered that the president's office is working with Heather Morgan, KACC Executive Director, and has an upcoming meeting on that.

Chair Isnard called for a motion to accept the report. Trustee Gilstrap made the motion. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

11. **Consent Agenda:** Chair Isnard called for a motion to approve the Consent Agenda. Vice Chair Criswell made the motion. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**
12. **Student Senate Report:** Chair Isnard announced there was no Student Senate report due to summer break.
13. **President's Report:** Chair Isnard called for the President's report. Dr. Greg Mosier presented the following –
 - The College is glad to be hosting the Kansas Association of Community Colleges (KACC) meeting in August and the annual report is beautiful.
 - Dr. Mosier, Dr. Balog, Executive Vice President, and Ms. Ashley Irvin, Associate Dean of Career and Technical Education, will be attending a meeting in Washington, DC as a special request with the American Association of Community Colleges (AACC), leadership from Tesla and Panasonic Energy Corporation North America and the AACC workforce development. The meeting will be about the partnership the College is creating with Panasonic and others. KCKCC was selected to create a national model for the apprenticeship pipeline through these trainings working with large corporations. The College will be sharing initial findings and a work plan nationally. This is great national recognition for KCKCC.
 - Convocation will be held the morning of August 12. Dr. Mosier will give the State of the College address and there will be working sessions.
 - Dr. Balog did a great job coordinating the Cabinet retreat last week. It was a productive two days on how Cabinet will work on execution the next couple of years.
 - Dr. Mosier was appointed by Mayor Garner as the chair of the Self-Sustaining Municipal Improvement District (SSMID) Advisory Committee for a term of one and a half years. The goal is to increase the long-term improvement of that district as currently the district is only maintained. Thursday will be the first meeting.
 - On August 1, Dr. Mosier will be speaking on a panel at the High Impact Technology Exchange Conference (HI-TEC) at the Sheraton Crown Center in Kansas City, Missouri.
 - The Chief Executive Officer of JPMorganChase, Mr. Jamie Dimon, will be in town on

August 7 to tour OrangeEV and take a bus tour of other innovative companies about breaking into the electric vehicle (EV) sector and trades that are currently not in workforce training. Dr. Mosier looked forward to participating in videos with OrangeEV and JPMorganChase during that visit.

- Dr. Balog is coordinating a grant writing workshop with Merchant McIntyre at KCKCC on August 21.
- Downtown – There was a pause in the construction process as an environmental examination of some contaminated soil was reviewed. The limits of a petroleum type product were barely at an actionable level, but the project is taking the actions to remediate the 20x20x15 foot space. The project will be ready to move on with reshoring up of State Avenue and to receive the Permit One at the beginning of August so additional site work can start.
- The College has had a multi-year lease on the Pioneer Career Center with Unified School District 453. The last revision included a purchase option on the building. KCKCC will need that building until we have the capabilities to build on the new site on Kansas Highway 7. The previous Leavenworth Superintendent was not interested in getting the property back yet the new Superintendent is interested. Dr. Mosier and the new Superintendent will discuss possible buyback options. A modification to that lease may be made to make it easier to return it to the Leavenworth School District. KCKCC will sign the option to purchase whether or not the new adjustments are made. Dr. Mosier will continue to work with the Leavenworth Superintendent to ensure good relations are kept between the two entities.

Vice Chair Criswell asked for the name of the committee Dr. Mosier was chairing on behalf of the Mayor. Dr. Mosier answered he was appointed as the chair to the Self-Sustaining Municipal Improvement District which is 20 to 30 blocks downtown. Previously, the committee mostly focused on maintenance of the area by having individuals keep that section of downtown clean and staffed non-armed security guards. With the new downtown project Dr. Mosier would like to see different options the committee could do as they make recommendations to the Commission.

Chair Isnard called for a motion to accept the report. Trustee Ricketts made the motion. Vice Chair Criswell seconded the motion. **The Motion Carried.**

14. Executive Vice President's Report: Chair Isnard called for the Executive Vice President's report. Dr. Scott Balog highlighted the following –

- The President's Cabinet met last week for a retreat facilitated by Suzanne Hayes, Senior Consultant with Franklin Covey. Wildly important goals were identified as part of *The 4 Disciplines of Execution*. The work would cascade across the College, working with Deans, Directors then supervisors over the next few months.
- There would be a grants workshop with Merchant McIntyre Associates in August to focus efforts and to diversify the types of revenue brought into the College to support programs and operations across all sites.

- The search for the new Vice President of Finance and Operations concluded and an offer was conditionally extended and accepted pending review references. Dr. Balog was pleased with the recent addition of Lorraine Mixon-Page as Chief Human Resources Officer.
- Work continued on compiling data and information on initiatives and activities for the strategic plan update that would be presented next month.
- Worked with the Student Affairs and Enrollment Management Deans and Directors and was encouraged by the response in that division. The Student Affairs and Enrollment Management team was supporting current students and preparing for the Fall semester.
- The College continued to develop and cultivate strategic partnerships with business and industry and other organizations in Wyandotte and Leavenworth counties and across the metro. Meetings would be in Washington, DC next week with Panasonic Energy, Tesla, Department of Labor and American Association of Community Colleges. These partnerships generate tremendous benefit for our students, residents of Wyandotte County, and our employer partners but they require substantial investment by the College and our partners. Panasonic would hire hundreds of our students over the next few years in roles earning over \$50,000 per year. The College needs the space, the equipment and the faculty to support the work.
- Worked with Evergy and Kansas City, Kansas Board of Public Utilities (BPU) to address their workforce needs for high voltage line technicians. Technicians who complete training with KCKCC in an apprenticeship with Evergy or BPU stand to make six figures as a starting salary.
- Development of new degree pathways for students with Donnelly College and the University of Saint Mary. The partnership with the University of Saint Mary would yield additional enrollments and certificates awarded through reverse transfer.
- In preparation to bring on an interim Vice President (VP) of Student Affairs and Enrollment Management, the College was documenting enrollment management processes and timelines to help the interim VP in assessment of the division, its workforce, its organization structure, academic programs and other interconnected areas.

Trustee Ricketts confirmed the grant workshop was internal, not open to the public. Dr. Balog answered it was internal with our college leadership – executives, deans and directors that were tied to the programmatic work to encourage more grant activity and to encourage more faculty to participate and lead these efforts.

Trustee Hoskins Sutton thought the partnership with Donnelly College was interesting and amazing since they are also a two-year college in Wyandotte County and wondered what kind of partnership KCKCC was planning. Dr. Balog answered they offer a few bachelor's degree programs, so KCKCC was looking for ways to move students on to degree pathways that lead to more advanced degrees, to open the door of opportunity for students to matriculate to Donnelly to earn a bachelor's degree if they choose to earn it there.

Chair Isnard called for a motion to accept the report. Trustee Ash made the motion. Trustee Ricketts seconded the motion. **The Motion Carried.**

15. Vice President Academic Affairs Report: Chair Isnard called for the Vice President of Academic Affairs report. Mr. Jerry Pope highlighted the following –

- Dr. Tiffany Bohm, Dean of Health Professions, and Dr. Bronyal McFadden, Director of Nursing Education, reported their second quarter in National Council Licensure Examination (NCLEX) first-time pass rates for the nursing program were 97.22% for Registered Nurse (RN) and 100% for Practical Nurse (PN) with 35 out of 36 students for RN and 23 out of 23 students for PN. Some remaining students still need to test but that was the first group of students. Wonderful work by the nursing faculty, students, Dr. McFadden and Dr. Bohm.
- The Office of Assessment has scheduled practitioners of assessment from outside the college to present during assessment day instead of faculty presenting.
- Faculty Director of the Center for Teaching Excellence, Mr. Tom Grady, attended a conference focused on Artificial Intelligence (AI) and higher education. He brought information from the conference to help with a policy and for faculty to use in their classrooms.
- Dr. Justin Binek, Associate Professor of Music, and John Stafford, Professor of Music, were contributors to a new vocal jazz textbook published by Routledge. The accolades of our music department and music faculty continued to grow.
- A computer support specialist student, possibly a high school student, graduated from that program and now makes \$60,000 per year.
- The National Board for Respiratory Care awarded KCKCC \$10,000 for respiratory care student scholarships.
- The College hosted a boot camp with KU Edwards for students interested in intelligence community careers.
- Grants were being processed through the National Science Foundation with cybersecurity and their intelligence community.
- The addiction counselor program was recognized as a National Association for Alcoholism and Drug Abuse Counselor (NAADAC) approved academic education provider through July 31, 2026. Congratulated Michael James, Assistant Professor and Addiction Counselor Coordinator, and Dean of Social and Behavioral Sciences & Public Services Cleon Wiggins.

Chair Isnard called for a motion to accept the report. Trustee Ricketts made the motion. Vice Chair Criswell seconded the motion. **The Motion Carried.**

16. Vice President Student Affairs and Enrollment Management Report: Chair Isnard called for the Vice President Student Affairs and Enrollment Management Report. Dr. Scott Balog, Executive Vice President and Interim Vice President of Student Affairs and Enrollment Management highlighted the following –

- Leadership in Student Affairs and Enrollment Management was transitioning. A long-term interim Vice President for Student Affairs and Enrollment Management would

- be identified in the next few weeks. The interim appointment would be charged with bringing stability, vision and leadership to the division, assess the composition of the division and its organizational structure and provide support with upcoming technology modernizations. The interim would help steer the national search and help onboard the new vice president.
- For the Fall semester, key metrics in student affairs and enrollment management indicate growth. The number of applications received for Fall is up 23% year over year, the number of financial aid applications, despite changes to the FAFSA, are up year over year with over 2,700 records received in June and the number of students seeking advising support is up 17% year over year.
- All beds in housing are nearly full for the coming year.
- Fall enrollment is up 80 students compared to last year and that number was anticipated to grow before the start of the Fall semester.
- This growth trend would continue with a more modern technology and service experience for our students and with a number of employer partnerships being cultivated. The College's employer partnerships were leading to well-paying jobs.

Trustee Ricketts questioned that student housing was not filled yet. Dr. Balog answered it was close and should be full by Fall as some rooms were held for student athletes and are not needed – it was a timing issue.

Trustee Hoskins Sutton questioned the interim Vice President for Student Affairs search process, if an external search firm was being used and if there was a target date since the Fall semester was close. Dr. Balog answered that contacts were being leveraged with several search firms, the registry and personal networks. The College was accounting for the varied costs to choose an economical option to find the best fit. The search entities were accustomed to placing interim appointments nationally and typically took about a week. The College was pushing quickly to try to secure the interim VP appointment. Dr. Mosier added that the College hoped to have some names by next week from the nationwide network of retired higher education professionals that only do interim work. Dr. Balog gave kudos to President's Cabinet for helping in student affairs areas and to the student affairs division, dean and directors for stepping up and doing everything to support enrolled students and to prepare for the Fall semester.

Trustee Hoskins Sutton mentioned that Student Affairs was critical as all the services makes the academic side possible. Dr. Balog agreed as the president invested Dr. Balog's time in focusing on that division as it is understood that it was a priority area.

Trustee Gilstrap questioned if KCKCC was in competition with Johnson County Community College with trying to partner with Panasonic. Dr. Balog answered no, the College was working in partnership with Johnson County Community College and Panasonic to grow internal capacity to meet Panasonic's needs and Johnson County was doing the same. The genesis of the relationship with Panasonic has evolved given our affiliation with the Federation for

Advanced Manufacturing Education Kansas City and what KCKCC could offer in career and technical education. Panasonic has helped address some capacity issues. The College would have cohorts running simultaneous with Johnson County. Panasonic needs a workforce quickly. Dr. Mosier added, in collaborative effort, there was a goal of training 400 individuals in the next two years for that entry level technician, JCCC would train 200 and KCKCC would train 200. KCKCC created our curriculum structured around apprenticeship and workforce development, but it is credit based so Panasonic came to KCKCC.

Trustee Ash motioned to accept the report. Trustee Ricketts seconded the motion. **The Motion Carried.**

17. Vice President Educational Innovation and Global Programming Report: Chair Isnard called for the Educational Innovation and Global Programming Report. Dr. Fabiola Riobé was not present but provided a video report that highlighted the following –

- In Adult and Continuing Education (ACE), Lansing Correctional Facility celebrated eight graduates in June. In addition, 11 students completed the pharmacy technician and medical coding and billing courses. The College hosted Youth Ambassadors which brought 30 new participants on campus to explore opportunities. A cohort of the ACE team participated and presented at the National Benchmarking Community College Conference.
- In High School Partnerships, youth concluded their 4-week summer bridge program.

There were technical difficulties with the video. Chair Isnard moved to the next agenda item.

18. Chief Marketing and Institutional Image Officer Report: Chair Isnard called for the Chief Marketing and Institutional Image Officer Report. Ms. Kris Green highlighted the following –

- Marketing was focused on publications and updating KCKCC's brand from the Centennial brand to an evolved, traditional KCKCC brand.
- The annual report publication was completed.
- The strategic plan update was in production.
- Marketing was focused on the enrollment push with the enrollment management team and overall strategies on how to move forward with the daily items in enrollment management and marketing.
- Marketing focused on ways to get ahead in the productivity of work and increase the College's productivity system including Media Services and Central Scheduling in that process.
- The social engagement strategy was working. The reach and number of followers have increased. KCKCC had 100 Stories posted online with 75 of those stories being alumni – that's a sense of accomplishment. The stories would not be retired at the end of the Centennial anniversary, that feature would continue.

Trustee Ash met an alum at the Congressional Forum and would share that contact

information with Ms. Green to do a story.

Chair Isnard called for a motion to accept the report. Vice Chair Criswell made the motion. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

19. Chief Financial Officer Report: Chair Isnard called for the Chief Financial Officer Report. Ms. Lesley Strohschein, Controller and Interim Chief Financial Officer, highlighted the following –

- The fiscal year (FY) 2024 ended on June 30. The Business Office made sure all payments were processed by the close of business on that Friday. The purchasing team was now reviewing some the outstanding purchase orders for those services or goods that did not make it in time so that those would be accounted for and carried over in the FY 2025 budget.
- The Bookstore closed the last week of June for inventory. The auditors have signed off on that. The Bookstore had a gross profit this year of 19% over last year with a net profit of 3% which was good for a college bookstore.
- The Facility Services department was working on locker room remodels for women's volleyball and women's soccer, annual classroom updates as part of the learning spaces initiative and much preventative maintenance. Summer was a good time of year to clean things up and have outside agencies perform their code checks.
- The College Police department have all completed their annual trainings by June 30 and are prepared for another year to serve the campus.
- Financial Report:
 - The net position decreases in the Spring because expenses exceed revenues. This month, mostly due to a large tax distribution, there was an increase in our net position of almost \$15,000,000. Two more tax distributions for this fiscal year in September and October would be received as the taxes are paid out on a calendar year.
 - Expenditures were mostly in and posted for the year, except for all the audit and accrual entries that would still be done. On the green and yellow report of our revenues and expenses, the supplies and other expenses look over budget for the year, but there were some rollover funds in that area that were spent – that area was not truly over budget.
 - Many of the year end numbers shown as of June 30 will change by the audit because of the different accruals and fixed assets; it would always look different from now to the audit even though both reports would be as of the fiscal year end.
 - The College changed the risks and issues on the financial summary. Previously those referred to several issues and concerns with hiring and student enrollment with unemployment rates. The College referred to some of the state and federal concerns about funding for general education and technical education programs, maintenance, cybersecurity, grants and students' financial aid. Those funds get scrutinized, cut and adjusted and would have an impact on our future budget.

Trustee Ricketts thanked Ms. Strohschein for her phenomenal job on the budget process.

Chair Isnard called for a motion to accept the report. Trustee Ricketts made the motion. Vice Chair Criswell seconded the motion. **The Motion Carried.**

20. Chief Human Resources Officer Report: Chair Isnard called for the Chief Human Resources Officer Report. Ms. Lorraine Mixon-Page highlighted the following –

- This is Ms. Mixon-Page's third week at KCKCC.
- The Human Resources (HR) team continued to enhance recruitment processes by working more closely with online employment marketplaces as it's essential to hire excellent faculty for the students and to bring top notch staff to continue the exemplary operations of the College. Enhancements with Zip Recruiter have allowed the HR team to better resource candidates and provided a better job search experience for candidates. With 51 positions currently posted and open, partnerships with Zip Recruiter, LinkedIn and others being utilized helps to better identify passive job seekers and turn them into active job seekers.
- Professional development opportunities are one of the cornerstones of the human resource function especially in retaining faculty and staff. The Growth and Learning Opportunity Workshops (GLOW) were held on July 9 and were well attended. A variety of options were provided for employees from regulatory issues to personal awareness with the most popular sessions being on stress management.
- The Benefits Coordinator attended several free courses through the Kansas Public Employees' Retirement System. The Benefits Coordinator was currently managing about 20 employees who have requested protected leave.
- The Center for Equity, Inclusion and Multicultural Engagement continued to support the College with targeted partnerships and collaborations to ensure our programming is having a positive impact on student successes and to make sure there was active engagement with our college community related to equity and inclusion.

Chair Isnard called for a motion to accept the report. Trustee Ash made the motion. Trustee Ricketts seconded the motion. **The Motion Carried.**

21. Chief Information Officer Report: Chair Isnard called for the Chief Information Officer Report. Mr. Peter Gabriel highlighted the following –

- During the summer, Information Services was getting items ready for the Fall semester to start.
- Computing Services replaced machines, refreshed classrooms and was in the process of replacing several classroom and conference room projectors.
- The Database Services group continued to work with the Business Office staff on the Nelnnet implementation and their documentation in advance of the Colleague migration that would start soon.
- Network Services was working on the wireless upgrade and should be finished by August 1. They continued working on documentation, onboarding and testing

equipment with Tandem Cyber.

- Switches – The College does not buy switches often, usually they were replaced every 10 years or as needed. In the past, each individual gray-market switch bought was about \$3,500. Switches are now quoted at about \$7,000 to \$15,000 per switch. Information Services has researched other options that are about \$1,500 to \$1,600 each and they provide more data throughput than the current switches on campus. Some closets have been replaced and those were being tested to see if those were a viable option to replace some older equipment.
- Student laptops from the Summer semester are being checked in and refreshed for the Fall semester checkout. The laptops would be ready one week before classes begin.
- The report in the Board packet listed the department stats and monthly items.

Chair Isnard called for a motion to accept the report. Vice Chair Criswell made the motion. Trustee Gilstrap seconded the motion. **The Motion Carried.**

22. **Unfinished Business:** Chair Isnard announced there was no Unfinished Business scheduled.

23. **New Business:**

- Chair Isnard announced the Notice of Hearing to Exceed the Revenue Neutral Rate and Budget Hearing for FY 2024-2025 Budget presented by Dr. Greg Mosier, President, and Ms. Lesley Strohschein, Controller and Interim Chief Financial Officer, was handled earlier in the meeting.
- Chair Isnard announced the Proposed FY 2024-2025 Budget for Publishing presented by Ms. Lesley Strohschein, Controller and Interim Chief Financial Officer, was handled earlier in the meeting.
- Chair Isnard invited Ms. Lesley Strohschein, Controller and Interim Chief Financial Officer, to present the Designation of Official Depositories. Ms. Strohschein presented the list of the bank's current depositories as posted in the Board packet and sought approval of these depositories for the next fiscal year.

Chair Isnard called for a motion to approve the Designation of Official Depositories. Trustee Ricketts made the motion. Vice Chair Criswell seconded the motion. **The Motion Carried.**

- Chair Isnard invited Dr. Greg Mosier, President, to present the Alcohol Resolution for the Celebration of Mass for the Catholic Students of Kansas City Kansas Community College. Dr. Mosier read the resolution as posted in the Board packet.

Chair Isnard called for a motion to approve the resolution. Vice Chair Criswell made the motion. Trustee Gilstrap seconded the motion. Trustee Scruggs Andrieu opposed the motion. **The Motion Carried.**

- Chair Isnard invited Dr. Greg Mosier, President, to present the Alcohol Resolution for the Leavenworth-Lansing Chamber of Commerce Leadership Class “Meet and Greet.” Dr. Mosier read the resolution as posted in the Board packet.

Chair Isnard called for a motion to approve the resolution. Trustee Ricketts made the motion. Vice Chair Criswell seconded the motion. Trustee Scruggs Andrieu opposed the motion. **The Motion Carried.**

- Chair Isnard invited Dr. Greg Mosier, President, to present the Alcohol Resolution for The Sumner High School Alumni Association Farewell Reception Honoring Mr. Chester Owens. Dr. Mosier shared that Mr. Chester Owens has been a well-known and respected part of this community for many years and has given much service and time to the community. Mr. Owens would be relocating to the East Coast soon. Dr. Mosier read the resolution as posted in the Board packet.


Trustee Ash motioned to approve the resolution. Trustee Ricketts seconded the motion. Trustee Scruggs Andrieu opposed the motion. **The Motion Carried.**

24. **Adjournment:** Chair Isnard thanked the Board for their professionalism during the tough conversations had at the meeting as the discussions can be emotional since they affect the community.

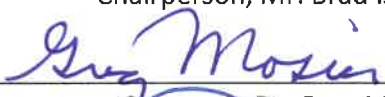
- Chair Isnard called for a motion to adjourn the meeting. Vice Chair Criswell made the motion. Trustee Hoskins Sutton seconded the motion. **The Motion Carried.**

The meeting adjourned at 8:20 p.m.

ATTEST:



Chairperson, Mr. Brad Isnard



Secretary, Dr. Greg Mosier