

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 1, 2020, by participating by Zoom a video conferencing due to the Coronavirus Pandemic and also in person for those who could attend. The following members were present:

Mr. Paul Breazeale, President in person
Mr. Dale Sullivan, Vice President in person
Dr. Delesicia Martin, Secretary in person
Dr. Homer Burns in person
Dr. John Calhoun in person
Mr. Rickey Clopton in person
Mr. Brad Fountain in person
Mr. Donald Oakes in person
Mr. Chad Shealy in person
Dr. Ginger Smith in person
Dr. Sue Townsend by Zoom
Dr. Cardell Williams by Zoom

Others present were the President of the District, Dr. Stephen Vacik; Dr. Vic Parker, Vice President for Finance & Administration; Randall Harris, Vice President for Advancement; Bill Campbell, District Project Architect; Mr. Ben Piazza, Board Attorney; three representatives from Supervisor Vern Gavin's District 4 office – Ms. Rakia Funchess, Chris Gray, Joseph Shelby; and Jonathan Stokes, who attended with Dr. Calhoun.

Call to Order. The Board President called the meeting to order and asked Dr. Burns to give the invocation.

Approve June 3, 2020 Minutes. Upon a motion by Dr. Calhoun, seconded by Dr. Burns, the minutes of June 3, 2020, were approved as mailed or emailed. A copy is on file and made a part of the minutes of the meeting.

Annual election of Board Officers. Upon a motion by Mr. Oakes, seconded by Dr. Calhoun the board President, Vice President and Secretary were unanimously re-elected.

Annual election of Board Attorney. Upon a motion by Dr. Calhoun, seconded by Dr. Burns, the contract for the board attorney was unanimously extended for a term of one month. Within the approve motion, the board agreed to revisit the contract at the August board meeting for further consideration of extension.

Claim Dockets and Architects' Estimates. Following complete and through discussion of the Claim Dockets and Architects' Estimates and upon a motion by Mr. Sullivan, seconded by Mr. Shealy, the Claim Dockets and Architects' Estimates were unanimously approved. Copies of these documents are on file and made a part of the minutes of the meeting.

Approve Bids and Sole Source Log. Upon a motion by Dr. Calhoun, seconded by Mr. Sullivan the Bids and Sole Source Log was unanimously approved. Copies are on file and made a part of the minutes of the meeting.

Recommend Personnel. Upon a motion by Dr. Smith, seconded by Mr. Clopton, the following personal was unanimously approved. The College President informed the Board that the personnel being recommended followed the guidelines set up by the Board of Trustees.

Tanisha Hinton, Biology Instructor, Vicksburg Campus, \$45,901 Class V Step 5, employment effective August 3, 2020.

Tracy Quinn, Respiratory Care Technology Program Chair, Nursing Allied Health Center, replacing Therese Winschel, \$53,118 base salary \$45,118 + \$8,000 summer salary, Class I Step 16, employment effective July 1, 2020.

James Ross, Energy Academy Instructor, Vicksburg Campus, \$45,118 Class I Step 16, employment effective August 3, 2020.

Carly Stocks, Agriculture Instructor, Vicksburg Campus, replacing Cedric Sims, \$34,212, employment effective August 1, 2020.

Recommend Change Order #1, Multi-Purpose Storage Shed, Raymond Campus. The change order proposed requires an increase of \$26,213.00. Specifically, the project proposes to relocate the building five feet to the North; lime stone and fill dirt over drainage excavation; cap existing drain pipe; repair existing drain pipe to sidewalk within project bounds; add sidewalk between existing & fence area; and add sidewalk as needed to south of building.

A question was raised questioning per square foot cost on a side walk. Bill Campbell will share additional information at the August board meeting. **Upon a motion by Dr. Calhoun, seconded by Mr. Fountain, the change order was unanimously approved. Copies are on file and made a part of the minutes of the meeting.**

Recommend Change Order #1, Elevator Repairs and Enhancements, Sheffield-Woolley, Raymond Campus. The change order proposed requires an increase of \$29,193.60. Specifically, the project proposes elevator repair due to water damage and an application of vandal resistant finish. **Upon a motion by**

Mr. Shealy, seconded by Dr. Calhoun, the change order was unanimously approved. Copies are on file and made a part of the minutes of the meeting.

Recommend Change Order #1, John Bell Williams Airport, Raymond Campus. The change order proposes requires an increase of \$28,391.00, specifically to construct corporate pads and access road and provide additional site grading. **Upon a motion by Dr. Calhoun, seconded by Dr. Smith the change order was unanimously approved.** Copies are on file and made a part of the minutes of the meeting.

Recommend Change Order #4, Academic/Career-Technical Building, Vicksburg Campus. The change order proposed requires an increase of \$53,699.46, specifically for additional metal railing, additional HVAC at Multipurpose Room, innovation Center furr down credit, glazing type deletion credit and metal letter deletion credit. **Upon a motion by Mr. Shealy, seconded by Dr. Calhoun the change order was unanimously approved.** Copies are on file and made a part of the minutes of the meeting.

Property Recommend Surplus to the Needs of the College. Following discussion, and upon a motion by Mr. Shealy, seconded by Dr. Calhoun, 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.

President's Report. There being no further business to come before the Board, the Board President called on the College President for his report.

A. Dates

July 3	All campuses and college offices will be closed for July 4, 2020
July 27-29	Trustee Conference, Beau Rivage, Biloxi, MS. Cancelled
Sept 30-Oct 3	ACCT Leadership Congress, Chicago, IL. Dr. Calhoun has decided not to attend due to the COVID.

B. Comments. The College President shared with the Board that the Executive Leadership Team, formally known as the President's Cabinet, will be attending the August Board meeting and providing brief reports of activities, projects and outcomes within their individual areas.

The College President plans to highlight one of the college's programs each month at the board meeting.

The College President shared with the Board that he has been in contact with ACCT to help Hinds move forward. One of these things is to take a look at the college budget. Mr. Kenneth Briggs with ACCT has carefully reviewed the immediate past budget for FY20 and the budget for FY21. He has prepared a report, summary provided to each Board member. The College President will send the full report to Finance Committee members, who will review the report and meet before the next board meeting.

ACCT proposed doing a retreat for the Board. Potential dates include July 14-17 and 20-23. The President's office will send out a notice and try to select the date that is most suitable. This is a one-day retreat.

C. Enrollment Report. Randall Harris gave a report showing Enrollment as of Wednesday, July 1, is down 19.1% for summer 2020 and down 18.3% for fall 2020. The registration staffs have accomplished great work transitioning to virtual accessibility for students, and the college continues to tele-counsel prospective students and work with existing students to complete their fall registration. Face to face traffic has been increasing in the various offices, but the majority of the activity is still virtual, phone, or email. A copy is on file and made a part of the minutes of the meeting.

D. Eagle Ridge Conference Center. The College President shared with the Board the report from the Eagle Ridge Conference Center. A Copy is on file and made a part of the minutes of the meeting.

E. Muse Center. The College President shared with the Board the report from the Muse Center. A Copy is on file and made a part of the minutes of the meeting.

F. Publications. On Campus; News to Use.