

**SANTA CRUZ COUNTY  
PROVISIONAL COMMUNITY COLLEGE DISTRICT (SCCPCCD)  
GOVERNING BOARD**

**Regular Board Meeting Minutes  
WEDNESDAY, AUGUST 28, 2024**

  
2021 North Grand Avenue  
Nogales, AZ 85621

**1. OPENING ITEMS**

**A. Call to Order:**

Chairman Collier called a Public Board Meeting of the Santa Cruz County Provisional Community College District (SCCPCCD) Board to order on Wednesday, August 28, 2024 at 3:00 p.m.

**Pledge of Allegiance:**

Mr. Fanning led the Pledge of Allegiance.

**Roll Call / In Attendance:**

Present at the meeting were Ms. Liz Collier- Chairman, Dr. Marcelino Varona, Jr.- Board Member, Dr. Angela Meixell- Board Member, Mr. John Fanning-Board Member, Mrs. Georgina Tavera- Finance Manager, Dr. Morgan Phillips, and Mr. Greg Lucero. Mr. Pauole, District Attorney, joined virtually.

**B. Adoption of the Agenda**

Chairman Collier proposed moving Mr. Josh Rubin first due to time constraints (Subject G). Dr. Varona motioned to approve the agenda of the Regular Board meeting of Wednesday, August 28 as presented with the modification. Mr. Fanning seconded motion. Motion carried unanimously, 4-0.

|         | Ms. Liz Collier | Dr. Marcelino Varona | Dr. Angela Meixell | Mr. John Fanning |
|---------|-----------------|----------------------|--------------------|------------------|
| AYE     | X               | X                    | X                  | X                |
| NAY     |                 |                      |                    |                  |
| ABSTAIN |                 |                      |                    |                  |

**C. Public Comment – Call to Audience**

There was no Call to the Public.

**2. STANDING REPORTS & ACTION ITEMS (NOTE: *Item G presented first.*)**

**A. Financials – Mrs. Georgina Tavera, Finance Manager**

Mrs. Tavera provided the financial reports for June and July, highlighting only a few unusual expenses for those months. She also mentioned that she organized the Arizona Treasury Accounts reports into a binder for easy access, instead of making copies every time someone needed to review them. Chairman Collier was pleased to see that the interest earnings amounted to \$116,000. These funds are tied to expenditure limitations;

- Dr. Varona requested to see the actual statements of the \$4.5M dollars. He asked for clarification on the June 2024 financials, specifically about the \$1.2 million in revenues over expenditures. He complimented Mrs. Tavera for a job well done. He added that this showed that the board was conservative and watching taxpayer money. Mrs. Tavera mentioned that the Pima invoice was not included in this. Dr. Varona also mentioned the additional \$15,000 in electrical expenses, adding that this is why we need to charge a fee for using the college's facilities.
- Chairman Collier said we were fiscally conservative and responsible;
- Mrs. Tavera informed the Board that she had notified Chairman Collier about Pima reviewing their invoices for 3-4 fiscal years. They realized that some invoices were under-billed. This might have an impact on us, but she will have more information at the next Board meeting. Dr. Varona mentioned that a similar situation had occurred with Eastern Community College, creating a split. However, we will not be taking this approach and will work together to resolve this situation.

**B. Chairman of the Governing Board**

- Chairman Collier attended the Workforce Development meeting with Hermosa 32 with the electrician technician, saying they needed six employees. She felt it would be best to bring the equipment down here instead of having to send six students up to Pima. She said the room was available and Pima was willing to research this; they will come down and tour our building;
- She mentioned the MOU and to be careful making sure we are equal partners with South32;

- She called the Hilltop Gallery to inquire about artwork for the walls, and contacted Evan Kory to discuss the possibility of opening up the center for artists who want to showcase their work. Dr. Varona thought it was a great idea and wondered why we were not offering arts classes;
- She discussed Mr. Fanning’s potential resignation with Mr. Pauole due to his Supervisor election. If Mr. Lucero wins District 2, he could remain in his position;

### **C. Members of the Governing Board**

- Dr. Varona echoed Dr. Meixell about the parking lot being full; nice advertising technique for us; everything is going well and heard only positive comments;

### **D. Strategic Initiatives Report**

Mr. Lucero sent a copy of his weekly activities to the Board and reviewed them all for the record:

- USDA Good Job Challenge Grant in partnership with the County
- Met with Pima College Staff
- Met with Ms. Skylië Estep, HR Director, for South 32
- Met with NUSD staff regarding the dual credit program set up
- Letters of support
- Attended the Pima JTED Ribbon Cutting
- Attended the Board Authority Meeting
- Dr. Varona expressed his appreciation to Mr. Lucero for his weekly reports, as they were helping him stay updated on weekly activities. Regarding JTED, he mentioned his granddaughter’s working at the veterinarian school could help her receive a letter of recommendation to assist her; he also mentioned the possibility of considering a CEO for next year’s budget;
  - Dr. Meixell emphasized that the effort put into developing a grant proposal is never wasted, so it should always be kept in progress;
  - Mr. Fanning said this is exactly what they were looking for and appreciated Mr. Lucero’s reports;
  - Chairman Collier concurred and was very pleased with his weekly reports;

### **E. PCC-Santa Cruz Center Report**

- Mr. Phillips has sent an invitation to the Board to visit with the finalists for the manager position for the center. He added if they were unable to stop by, that he would be sending a video recording. He mentioned the candidates and their experience. He plans to send the videos out tomorrow for review;
- He talked about this semester’s enrollment saying it was picking up, upper 20’s; some of the challenges currently happening were finding faculty members to come and teach students here at the center; he also talked about Pima looking at academic areas and deciding on places to move forward with making adjustments; he said he was looking forward to both for dual enrollment and for the Santa Cruz Center, being able to use some of these new processes starting next fall;
- He apologized for Pima Community College related to billing processes saying they have not been good at getting bills done quickly and accurately and are trying to do a better job; he invited Mr. David Bea, CFO, to meet with the Board at the next Governing Board Meeting and share details;
- Mr. Fanning was excited about their earlier conversation; nice to have a dilemma when looking for more space; he asked for clarification about billing issues and if he was talking about time or the amount or both?
- Dr. Meixell advised to be cautious about maintaining equivalent minimum qualifications in the same area. She recommended that faculty members visit in person at least once to make the virtual classes more effective, as students react differently when there is real interaction;
- Dr. Varona inquired about the fall semester enrollment data; Dr. Phillips will possibly send him the information next Wednesday. Dr. Varona mentioned that he was not willing to pay for additional space when Alfredo’s group had been using a classroom for storage instead of for students; he requested Mrs. Tavera to look into it. He also agreed with Dr. Phillips on the priority of full-time professors and starting in the fall semester next year. Dr. Phillips mentioned that enrollment would increase, but not dramatically. Additionally, he stated that the science lab tech has been permanently assigned to the center;
- Chairman Collier emphasized the importance of communicating the need of teachers and recruit anywhere they are;

### **F. Draft Memorandum of Understanding between SCCPCCD and South 32 to address workforce development training needs in the region – Mr. Greg Lucero, Strategic Initiatives Director**

- Mr. Lucero shared the draft MOU and said Mr. Pauole suggested to convene into Executive Session if strategy discussions on the document were taking place;
- Dr. Varona asked for the attorney to give suggestions;
- Mr. Pauole mentioned that he did not have legal advice at this stage of the draft's development. He plans to provide legal advice once more content and substance have been added to it. He informed Mr. Lucero that South 32 had requested confidentiality, but he highlighted that as a public entity, our ability to provide confidentiality is not equal to that of a private organization. He emphasized that transparency is crucial for public entities, which is why we have open meetings.
- Dr. Varona said we should share these thoughts with Mr. Lucero to share with South 32;

#### **G. Membership to the Greater Nogales Santa Cruz County Port Authority**

Mr. Josh Rubin, Chairman, Opened a dialogue conversation of the request made by the Community College to become a member of the Greater Nogales Santa Cruz County Board Authority and understand the purpose and priorities of the board authority. He provided detailed information about the organization. He presented their main priorities:

1. The expediting commercial traffic at the Querobabi Military Inspection Station at the checkpoint between Nogales, Sonora, and Hermosillo and eliminate it;
2. The modernization of the Nogales corridor connecting the Mariposa Port of Entry to MX 15 and make it a secure corridor;
3. Implement initiatives that offers a solution for storm water issues in Ambos Nogales;
4. Implement programs that promote workforce development;
5. The design and construction and maintain operations of a multimodal facility;
6. Modernization of I-19 on interchanges at Ruby Road and Rio Rico Drive;
7. The completion of the Potrero Creek Bridge that leads towards South River Road or Patagonia;
8. Build a 2<sup>nd</sup> bridge between Nogales and Tucson going over the railroad tracks;
9. The modernization on the East West Railroad crossings;
10. Participation in the EPA Funded Urban Design Study;
11. Ensure appropriate staffing for our ports of entry;
12. Support the Fresh Produce in the import industry for adherence to the principles of the USMCA;
13. Senti lane in Mariposa;
14. Promote the use of the foreign trade zone in Nogales;

He said that if SCCPCCD became a member of Nogales Port Authority, they would ask that these same priorities be part of their promotion.

- Mr. Lucero emphasized that the Board aims to engage with all organizations to enhance community involvement, particularly by focusing on the workforce development training programs in the region;
- Mr. Rubin requested clarification on what the expectations were of SCCPCCD;
- Dr. Varona stated he was very familiar with their mission and their goals;
- Mr. Rubin said the range was within \$5,000. He added that their interest of becoming a new member of the organization would need to be presented to and approved by their Board;
- Dr. Varona stated that they were aligned with their mission and expressed more concern about workforce development. He mentioned that this was the reason for creating the position of Strategic Director for Mr. Lucero, so that he could stay on top of it and provide updates for the Board. Dr. Varona also mentioned that \$5,000 was reasonable. He stated that we aligned with their objectives and he preferred to be a voting member of the organization;
- Dr. Meixell asked for clarification on the differences on the memberships; she added that they wanted to be the front line for workforce development in their mind and in the Board's mind;
- Mr. Fanning concurred with all; he added he wanted to be able to work with other people and organizations, have a seat at the table, and offer insight and get feedback; he said everything that was presented was important to us and we supported it, too;
- Chairman Collier stated that economic development had been a part of our mission statement for a long time. She believed that with everything happening in our community, student enrollment will increase and will be important for us to be part of the table discussion;
- Dr. Varona added that it was adverse for both teams and being one community, we have to protect each other;
- Mr. Rubin thanked them for their time and will provide a follow up report;

**H. WestWordVision Website Audit Report and Phase 2 Implementation – Chairman Collier**

- Chairman Collier stated that board members will not be managing social media and suggested that someone else working on site at the school should handle the social media posts. Mr. Lucero proposed that he should be designated as the point of contact for social media and offered to gather feedback and work on it. He also requested feedback from the Board regarding their preferences for the future direction of the organization and how they would like to market and brand themselves (including logo design, etc.). Open discussion took place. This will be added as a future topic;

**I. Wendi Farr, final report and possible bonus – Dr. Marcelino Varona, Governing Board Member**

- Dr. Varona submitted the final report. Everyone was pleased with the process and outcome. He mentioned that if everything went well, a bonus would be considered. Mr. Fanning suggested a \$5,000 bonus;
- Dr. Meixell asked for clarification on the report, the bottom line was less than they had budgeted for; Mrs. Tavera will provide her with a report;
- Dr. Varona sought guidance from Mr. Pauole. Mr. Pauole stated that if the agreement allowed for discretionary bonuses, that would be acceptable. However, if the agreement specified a set amount for services, offering a bonus unilaterally would be considered gifting of public funds, which is not permitted in Arizona. Mrs. Tavera will forward it to Mr. Pauole for review and add this item to the next board agenda;

**J. Update on Gila Provisional Community College (minutes posted) – Dr. Marcelino Varona, Governing Board Member**

- Dr. Varona said he wanted the Board to keep track on what was going on and keep tabs on what they are doing as a learning curve for us; legally, their name now is Gila Community College and gotten out of the provisional status because they passed the resolution saying that they are. He added he was very happy with Pima Community College and glad where we are now and not in the position to go out to the taxpayers to raise taxes.
- Dr. Varona expressed his desire for the Board to stay informed about ongoing developments and to monitor their activities as a learning experience for the team. He clarified that the college is now legally recognized as Gila Community College, having successfully transitioned out of “provisional” status with the passing of a resolution. Dr. Varona also expressed his satisfaction with Pima Community College's current position and relief at not having to raise taxes for the taxpayers;

**K. Selection of SCCPCCD Board Vice-Chair, Chairman Collier**

Dr. Varona made a motion to appoint Dr. Meixell as the Board Vice-Chair. Mr. Fanning seconded this motion. Motion carried unanimously, 4-0.

|         | Ms. Liz Collier | Dr. Marcelino Varona | Dr. Angela Meixell | Mr. John Fanning |
|---------|-----------------|----------------------|--------------------|------------------|
| AYE     | X               | X                    | X                  | X                |
| NAY     |                 |                      |                    |                  |
| ABSTAIN |                 |                      |                    |                  |

**L. Discussion of “Letters of Interest” received on Board Member vacancy – Chairman Collier**

- Chairman Collier said they had received one letter of interest; Mr. Lucero provided more information;
- Dr. Varona mentioned that 71 school districts in Arizona lacked enough candidates for school board seats. It was suggested to discuss this individual in Executive Session;

**3. EXECUTIVE SESSION ITEMS**

Mr. Fanning motioned to convene to Executive Session, seconded by Dr. Meixell. Motion carried unanimously, 4-0.

|         | Ms. Liz Collier | Dr. Marcelino Varona | Dr. Angela Meixell | Mr. John Fanning |
|---------|-----------------|----------------------|--------------------|------------------|
| AYE     | X               | X                    | X                  | X                |
| NAY     |                 |                      |                    |                  |
| ABSTAIN |                 |                      |                    |                  |

*The Board convened to Executive Session at 4:39 p.m.*

**4. APPROVAL OF MINUTES**

**A. Approval of Minutes**

Dr. Varona made a motion to approve the Regular Board Meeting of June 26, 2024, Special Board Meeting of July 12, 2024 (1<sup>st</sup> Session of Interviews), and the Special Board Meeting of August 5, 2024 (Approval of Contract) as presented. Dr. Meixell seconded this motion. Motion carried unanimously, 4-0.

|     | Ms. Liz Collier | Dr. Marcelino Varona | Dr. Angela Meixell | Mr. John Fanning |
|-----|-----------------|----------------------|--------------------|------------------|
| AYE | X               | X                    | X                  | X                |
| NAY |                 |                      |                    |                  |

|         |  |  |  |  |
|---------|--|--|--|--|
| ABSTAIN |  |  |  |  |
|---------|--|--|--|--|

**B. Future Meeting Agenda Items**

- a. A report on the Auditor General of June 20, 2022 about the Santa Cruz County Provisional College
- b. Budget Expenditure Limitation Report (Dr. Varona)
- c. Rental Agreement (garbage collection/parking lot) (Dr. Varona)
- d. Mr. David Bea’s presentation
- e. Ms. Wendi Farr’s Bonus
- f. Marketing and Branding

**C. Next Governing Board Meeting**

- a. Wednesday, September 25, 2024 at 3:00 p.m.

**5. ADJOURNMENT**

Mr. Fanning motioned to adjourn the meeting, seconded by Dr. Meixell. Motion carried unanimously, 4-0.

|         | Ms. Liz Collier | Dr. Marcelino Varona | Dr. Angela Meixell | Mr. John Fanning |
|---------|-----------------|----------------------|--------------------|------------------|
| AYE     | X               | X                    | X                  | X                |
| NAY     |                 |                      |                    |                  |
| ABSTAIN |                 |                      |                    |                  |

Having no further business to discuss, Chairman Collier adjourned the meeting at 5:12 p.m.

*Minutes presented respectfully by:*

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**Ms. Liz Collier**  
**SCCPCCD Chairman**