

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

**Regular Board Meeting Minutes  
WEDNESDAY, JANUARY 24, 2024**

  
2021 North Grand Avenue  
Nogales, AZ 85621

**1. OPENING ITEMS**

**A. Call to Order:**

Mr. Greg Lucero, Chairperson, called a Regular Public Board Meeting of the Santa Cruz County Provisional Community College District (SCCPCCD) Board to order on Wednesday, January 24, 2024, at 3:00 p.m.

**Pledge of Allegiance:**

Dr. Varona led the Pledge of Allegiance.

**Roll Call / In Attendance:**

Present at the meeting were Mr. Greg Lucero- Chairperson, Ms. Liz Collier- Vice-Chairperson, Dr. Marcelino Varona, Jr.- Board Member, Dr. Angela Meixell- Board Member, Mrs. Georgina Tavera- Finance and Operations Manager, Mr. Brian Nelson, and Dr. Morgan Phillips. Mr. David Pauole, SCCPCCD Attorney, joined virtually. Board Member, Mr. John Fanning, was not in attendance.

**B. Adoption of the Agenda**

Dr. Varona motioned to accept the adoption of the agenda of Wednesday, January 24, 2024, SCCPCCD Regular Governing Board Meeting as presented, seconded by Ms. Collier. Motion carried unanimously, 4-0.

NAME	AYE	NAY	ABSTAIN
Mr. Greg Lucero	X		
Ms. Liz Collier	X		
Dr. Marcelino Varona, Jr.	X		
Dr. Angela Meixell	X		
Mr. John Fanning	Excused Absence		

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

There was no Call to the Public.

**2. STANDING REPORTS & ACTION ITEMS**

**A. Financials**

Mrs. Tavera, Finance and Operations Manager, provided the following recap of the November and December 2023 Financials and updated the Board on the SCC Educational Foundation:

- Non-recurring items: November were \$595 for the purchase of the lobby chairs and \$290 for shelves in the IT room; items in December were the Amazon charges for the lab projectors, Nogales International for \$1,427, Discovery Magazine for college ads, and \$4,550 for Microsoft licenses;
- Mrs. Tavera also announced the opening of the Treasury account and said it would be discussed during a separate agenda item; the Foundation meeting was rescheduled; Ms. Collier will be attending;
- Dr. Varona mentioned that the available balance in the account is \$5.8 million, emphasizing that we have managed to maintain financial stability despite some initial struggles. He also mentioned the hiring of Mrs. Tavera and appreciated her leadership skills, particularly her conservative approach to finances. Dr.

Varona also stated that although it took 14 years, we have bounced back. He added that they want the facilities and equipment to be better than those of other sites;

- Mrs. Tavera mentioned that the funding received from Adult Ed (\$22,500) and CCREO (\$15K) was used for all the IT upgrades;
- Dr. Varona emphasized the importance of charging for usage to enhance the facility;
- Mrs. Tavera noted the addition of new users: Department of Agriculture, Port of Authority and Defense Driving;
- Dr. Varona inquired about payment from the firefighters, but Mrs. Tavera mentioned we were only receiving FTSE and no payment; Mrs. Tavera also mentioned FTSE numbers;
- Dr. Varona suggested writing a letter to the Governor expressing dissatisfaction with the proposed budget and including Senator Gabaldón and two representatives (page 82 of the budget);

#### **B. Chairperson of the Governing Board**

*SCCPCCD Governing Board Chairperson will address any updates.*

- Chairperson Lucero talked about the retreat, going very well; he hoped Mr. Fanning would continue with planning and setup;
- He presented to the Chamber of Commerce on Workforce Development and they are holding a meeting next week to continue the dialogue and discuss how to get a better handle on training our local workforce; Gear-Up is analyzing the current graduating class: 20% going on to higher education, 25% going to community college or military, remainder going to the local workforce, others no plans; he hopes to get the college more involved in the program;
- He also talked about recent legislation introduced to deal with the Gila Provisional CC and their search for someone to provide services for their program. He would like to get reports from our lobbyist on what is pertinent to community college students as part of our regular meetings.
- At the WIOA meeting, Dina expressed her disappointment regarding the handling of the document that was signed by the Board of Supervisors. She was unhappy with the way it was processed and acted upon, and due to time constraints, she reluctantly signed the document. However, she made it clear that she would not repeat this in the future.
- He met with the Port Authority about our interest in providing a board member saying they replied that it needed to be discussed internally first;

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

- Dr. Varona congratulated South 32 Advisory Committee Meeting held on our campus; he praised Anibal on the way he handled everything; he expressed his thanks to Jose for the upgrades on the computer lab; he congratulated Chairman Lucero for a wonderful retreat, a lot was accomplished, great resort under his leadership;
- Ms. Collier congratulated Mr. Fanning for contracting Wendy; she asked how she could reach out to the Governor;

*Note: Chairperson Lucero recognized that all Board Members were present except Mr. John Fanning due to personal reasons.*

#### **D. PCC-Santa Cruz Center Report – Summary of PCC and SCC Updates**

Mr. Brian Nelson, Advanced Program Manager/PCC, briefly covered the Spring 2024 Schedule:

- Mr. Nelson talked about Spring Enrollment; he noted that numbers have remained consistent, with the addition of science and social behavioral classes. However, he was concerned about the decline in the fire science program. Developmental Ed and academic classes continue strong. The Higher Learning Commission will visit and look at everything; he made sure that they are aware that the budget will be posted in May and need the information within the next two months; he added that military and vets are now coming out monthly; this time, they are incorporating UofA, NAU, and ASU military and vets. He added the hiring of a part-time science lab person to be identified, taking care of the HLC issues;
- He said dual enrollment paperwork had not been turned in by the districts yet; it was anticipated cabinetry would continue to increase at NHS. He also said plans for starting an automotive program were discussed; RRHS will continue; he added we were low in the STU's (Student Development or University Transfer). He covered Student Life;

- He added that March 20, 2024, was the scheduled date for the College Fair; he addressed the need for funding for bus transportation. He concluded with the 2024 Graduation Celebration potential dates;
- Dr. Varona inquired about the issues with bus transportation and assured that they would find a solution without penalizing the students;
- Chairperson Lucero emphasized the significance of building strong relationships with other government entities and how it can positively affect students. He highlighted the automotive program as a strong program in RRHS and how they are taking advantage of the relationships they have with other programs. He mentioned to see more efforts from NUSD in this regard. He agreed with the other board members regarding the issue of bus transportation;

**E. PCC-Santa Cruz Center Reports – Summary of PCC and SCC Updates**

- Dr. Morgan Phillips, PCC Supervising Administrator, discussed the Governor’s budget cuts and their impact on funds and operations; he expressed concern over the State operation aid and the inconsistencies used in the formula for SCC; he is in conversation with the Finance Department and working with their lobbyist and governmental people to address this issue;
- He highlighted the significant increase in funds available for next year’s budget funds they can use; the FTSE for Provisional District for expenditure limitation calculation has increased from 109 to 215 (he explained). He also added that fall enrollment this semester for the 45th day was up 2% compared to last year; the amount of expenditure limitation will exceed the funds that you currently have coming in. Dr. Phillips also talked in detail about dual enrollment and said they needed to gather appropriate information to be able to get that additional funding (know if the student is eligible for free and reduced lunch). He talked about what the legislature passed last time that impacted all community colleges and provisional community college districts about credit courses and non-credit courses (he elaborated); Dr. Philips covered the reporting process necessary for funding dual enrollment classes, operating costs, the state passing FTSE for non-credit courses (not students), the Workforce Innovation Act System, explained calculation for classes (FTSE), financial aid, university partnership (degrees), baccalaureate degrees in Arizona,
- Ms. Collier asked for examples of non-credit courses;
- Dr. Varona complimented his presentation and inquired why Santa Cruz was excluded while Gila was not; Dr. Phillips provided feedback, adding that Gila was looking for another potential partner (he elaborated); Dr. Varona requested updates on Gila’s progress at the next meeting;
- Chairperson Lucero discussed mining, and South32 conducting an economic analysis of the revenues generated through property tax. He also mentioned that the Board raised concerns about another entity forming a committee for workforce development training (the meeting never took place and never heard back); he urged caution to ensure that the training programs go through us; lastly, Dr. Varona emphasized the need to closely monitor another entity process as it could negatively impact us;

**F. Local Government Investment Pool (LGIP) / Decision on the amount to transfer to CHASE**

- Mrs. Tavera stated the accounts were open with the Treasury and needed the Board’s approval on the amount being transferred; she also discussed the transfer process, which would take approximately one business day to get it back; she recommended leaving a sum of \$1.5 million;
  - Dr. Varona sought legal advice on the transfer matter; Mr. Pauole confirmed it looked well managed and very tightly controlled, with solid legal footing; open discussion took place;
  - Chairperson Lucero requested using a percentage instead;
- Chairperson Lucero entertained a motion for 80% to be invested in the Local Government Investment Pool. Dr. Meixell made a motion to transfer 80%, to the LGIP, seconded by Ms. Collier. Dr. Varona asked for clarification on the 80% of the December 2023 cash available for \$5.835.66M.

Motion carried unanimously, 4-0.

<i>NAME</i>	<i>AYE</i>	<i>NAY</i>	<i>ABSTAIN</i>
Mr. Greg Lucero	X		
Ms. Liz Collier	X		
Dr. Marcelino Varona, Jr.	X		

Dr. Angela Meixell	X		
Mr. John Fanning	Excused Absence		

**G. JP Morgan Chase Authorization of Signatures**

- Dr. Meixell talked about the current authorized signature; she highlighted the issues encountered with the bank about refusals on transfers; Mrs. Tavera explained the issues she had encountered and the frustration with the bank’s customer service from Phoenix (personal banker);
- Mr. Pauole suggested modifying the policy itself that governs business aspects and presenting it to the Board for approval;
- Mrs. Tavera will bring this item back on the next board agenda and also allow Mr. Lucero’s signature on the account;
- Dr. Varona asked for Chairperson Lucero to call a special meeting to address this important issue immediately; No motion was taken;

With Mr. Pauole’s direction, Dr. Meixell made a motion to assign Mrs. Georgina Tavera and Chairperson Greg Lucero to get signature authority at Chase Bank (include minutes); Ms. Collier seconded this motion. Dr. Varona requested a second board signature. Dr. Meixell clarified that due to the policy not being modified yet, a motion could not be taken adding Mrs. Tavera.

Dr. Meixell made a motion to make Chairperson Greg Lucero the signatory for the Chase Bank, seconded by Ms. Collier. Motion passed unanimously, 4-0.

NAME	AYE	NAY	ABSTAIN
Mr. Greg Lucero	X		
Ms. Liz Collier	X		
Dr. Marcelino Varona, Jr.	X		
Dr. Angela Meixell	X		
Mr. John Fanning	Excused Absence		

**H. Discuss SCCPCCD’s Strategic Action Plan with Possible Action Item to Update/Revise the Plan**

- Nothing was discussed; no action to be taken

**3. EXECUTIVE SESSION ITEMS**

- No Executive Session took place.

**4. APPROVAL OF MINUTES**

**A. Approval of the Minutes**

Ms. Collier motioned to approve the minutes of the Regular Governing Board Meeting held on November 29, 2023, as presented, seconded by Dr. Meixell. Motion carried unanimously, 4-0.

NAME	AYE	NAY	ABSTAIN

Mr. Greg Lucero	X		
Ms. Liz Collier	X		
Dr. Marcelino Varona, Jr.	X		
Dr. Angela Meixell	X		
Mr. John Fanning	Excused Absence		

**B. Future Meeting Agenda Items**

- a. Dr. Varona asked to address the banking issue immediately;
- b. Dr. Meixell asked Mr. Pauole if a motion could be made to authorize Mrs. Tavera for signature because of the way it was written; he said it could be done;
- c. Chairperson Lucero went back to item G to make a motion;
- d. Ms. Collier asked to discuss having representation with the Legislature and schedule a special meeting if possible;
- e. Dr. Varona added to schedule a budget discussion;

**C. Future Meeting Dates**

- a. February 28, 2024 @ 3:00 p.m.
- b. Special Board Meeting TBD

**5. ADJOURNMENT**

Dr. Meixell made a motion to adjourn, seconded by Ms. Collier. Motion passed unanimously, 4-0.

<i>NAME</i>	<i>AYE</i>	<i>NAY</i>	<i>ABSTAIN</i>
Mr. Greg Lucero	X		
Ms. Liz Collier	X		
Dr. Marcelino Varona, Jr.	X		
Dr. Angela Meixell	X		
Mr. John Fanning	Excused Absence		

Having no further business to discuss, Chairperson Lucero adjourned the meeting at approximately 4:25 p.m.

*Minutes presented respectfully by:*

---

**Ms. Liz Collier**  
**SCCPCCD Vice-Chairperson**