



SANTA CRUZ COUNTY PROVISIONAL COMMUNITY COLLEGE DISTRICT GOVERNING BOARD

Regular Board Minutes

Tuesday, August 11, 2020

Santa Cruz Center
2021 North Grand Avenue, Board Room
Nogales, AZ 85621

1. OPENING ITEMS

A. Call to Order / Pledge of Allegiance / Roll Call

A Regular Public Board Meeting of the Santa Cruz County Provisional Community College District Governing Board was called to order at 5:00 p.m. by Dr. Angela Meixell, Board Chairperson.

Please Note: Due to the COVID-19 pandemic, the public was invited to attend in person with social distancing recognized within the Santa Cruz Center facility or attend/participate via teleconference @ dial-in: (732) 200-1872/Meeting PIN #: 295524346. Accordingly, the ability of the public to attend the meeting in person was restricted to no more than 20 people gathered, inclusive of Board Members and Staff.

Pledge of Allegiance:

Mr. Victor Fontes, Board Member, led the Pledge of Allegiance.

Roll Call / In Attendance:

Present at the meeting were - Dr. Angela Meixell- Chairperson, Ms. Liz Collier-Vice-Chair Person, Dr. Marcelino Varona, Jr.-Board Member, Mr. Nils Urman-Board Member, Mr. Victor Fontes- Board Member, Dr. Stella Perez- Executive Director/CEO, Ms. Georgina Tavera-Finance Manager, Ms. Christie Monreal- Community Engagement and Marketing Specialist, Mr. Ted Roush- VP-PCC East Campus, and Mr. Brian Nelson-PCC-Santa Cruz County Advanced Program Director. The following joined the meeting telephonically: Dr. Homero Lopez- SCCPCCD Consultant and Mr. Jack Lunsford-SCCPCCD Lobbyist.

Guest: Mr. Dino Panousopoulos

B. Adoption of the Agenda

Ms. Collier motioned to adopt the August 11, 2020 SCCPCCD Regular Governing Board Meeting Agenda as presented, seconded by Mr. Urman. Motion carried unanimously, 5-0.

NAME	AYE	NAY	ABSTAIN
Dr. Angela Meixell	X		
Ms. Liz Collier	X		
Dr. Marcelino Varona, Jr.	X		
Mr. Nils Urman	X		
Mr. Victor Fontes	X		

C. Public Comment – Call to the Audience

Mr. Panousopoulos addressed the Board explaining the water outbreak and the details on how it was repaired. On June 28, 2020, there was a water leak on the back wall of the nurse’s station; a valve was broken causing the leak. Due to having to shut down the sprinkler system, the building was monitored in case of fire. On Monday, six vacuum cleaners were brought in from Tucson to be able to clean the water, and on Tuesday, big fans were set in place. Again, people

were monitoring the building; He informed the Board that spray mold killer and deodorants were used; an independent adjuster was hired and provided a report and recommended to hire a hygienists and environmental expert. On August 24, a mold report was provided and shared with Dr. Pérez. An asbestos test was also conducted but has not received the report yet. Mr. Panousopoulos said they will do whatever it takes to make sure all staff is safe. Dr. Varona reminded the Board that no discussion could take place.

2. STANDING REPORTS

A. Financial Report

- Ms. Georgina Tavera, Finance Manager, presented the 2020 Monthly Financial Reports for June and July. She informed the Board about the unusual charges from June: Edgardo Munoz, The Trust, Nogales Property Management, AZ Department of Agriculture, and LULAC;
- For July, two large payments were made for Pima Fall Semester and Spring 2020 in the amount of \$70,000; she explained she was unable to get enough back-up to cover for these charges. She worked on a Pima schedule of payments of the contract and will provide a copy to the Board. She also covered the expenses from CDW, lease of building, and PayPal (microphone used for board meetings);
- Dr. Varona said it was important to spend the \$179,000 this fiscal year. He asked if there was something Mr. Roush could do get the accounting department to spend it and get the bills on time; he also asked about the retirement contribution. Dr. Varona also asked how they were doing with the purchase orders and asked Ms. Tavera to keep in mind that some items in June are over expended and rely on her to monitor it (say “no” when needed); he told Ms. Tavera she was getting more efficient and the reports presented were very good;

B. Chairperson of the Governing Board

- Dr. Angela Meixell did not have any updates or comments at this time.

C. Members of the Governing Board

- Dr. Varona attended a webinar with the AZ Department of Commerce on Economic Development for the rural areas and said there are a lot of opportunities for Pima to apply for grants (under the CARES Act but being handled though the US Department of Economic Development); he asked Dr. Perez to look into it;
- Dr. Perez said she has looked into many of them already, but not being accredited has stopped us from getting any grants or funding;
- Dr. Varona suggested putting this under an information item for discussion;

D. CEO's Update

Dr. Perez provided the following CEO update for August 2020 regarding Goals:

Goal 1. Facilities— *The 2020 updates to the Santa Cruz Center and property at 2021 N. Grand Avenue, Nogales, AZ included the following:*

- 1.) Dr. Perez emailed the completed ACT Environmental Inc. reports shared by Mr. Dino Panousopoulos; she summarized the highlights of the reports later for discussion and student pathway strategies for the Santa Cruz Center. She reiterated with the mold inspection, the water damage has affected 75% of the building. Where do we stand with the

remodeling? She requested from two board members to upgrade our property insurance; they will not upgrade property insurance with the current situation; she will continue to work and finalize with equipment concerns;

Goal 2. Budget—Ms. Tavera was thanked by Dr. Perez for her outstanding reports shared. The June and July 2020 Monthly Financial Reports for Board review, the 2019 SCCPCCD Audit, and presented the final draft of the 2020-21 SCCPCCD Budget—July 2020 Monthly Financial Reports for Board review, with an update of the 2020-21 SCCPCCD Budget. She has also worked with the Gateway Community College District business office and registrar to outline the IGA financial exchange and invoicing processes to best serve both partners for information exchange and student FTE tracking.

Goal 3. Programs— Mr. Nelson and Mr. Roush were present to share updates on: (1) 2020 PCC-SCC Fall schedule and enrollment, and (2) 2020 PCC-SCC Fall marketing.

Goal 4. Personnel— They bid farewell to SCC Student Worker on 8/7/2020, Santiago Torrecillas, who took a position in Tucson, AZ where he transferred to start his baccalaureate program at the University of Arizona; she welcomed back Fernando Ramos as the SCC Student Worker and Social Media/Facilities Apprentice.

Goal 5. External Funding & Grants—Dr. Perez said it has been the best semester. On behalf of the Santa Cruz County Educational Foundation (SCCEF), we have received funding to support scholarships for FY 20-21 and will begin promoting SCC Scholarships August 15th with over \$50,000 in funding for Fall 2020 student scholarships-- from the following partners:

- 1) EdOptions Foundation for concurrent enrollment students
- 2) South32 for workforce and mining industry fields
- 3) The Nogales Family Guidance for health-related fields
- 4) 2020 IME-BECAS—Nogales Consulado for Hispanic students studying in the U.S.
- 5) Southern AZ Community Foundation—for students studying Information Technology and local workforce fields

Goal 6. Marketing— The SCC Team Marketing and Christie Monreal, SCCPCCD, Outreach Coordinator designed and implemented a series of Santa Cruz Center promotions for June and July to include:

- a) Continued Promotion of the SCC Parking lot WiFi and SCC Check-out laptop services
- b) Promotion of SCC-PCC Class of 2020 Graduates on SCC Website, social media channels, and Nogales International print and digital services
- c) Daily SCC, PCC, higher ed, and community social media postings—raising our following and outreach services (Instagram, Facebook, and Twitter)
- d) Strategically posting large promotional Fall 2020 PCC Registration Banners around the County
- e) Hosted and promoting the LULAC/Grow with Google National Workshops in conjunction with the Nogales Chamber of Commerce
- f) Creating and hosting social media promotions for SCC School Superintendent's Office Virtual Camps; the 2020 Census
- g) Continued development, design, and upload of Santa Cruz Center Database

For July—the Team:

- h) Designed, developed, and distributed the 1st SCC Newsletter—now to be created and disseminated on a quarterly basis
- i) Distributed the SCC-PCC Fall 2020 Mailing Flyer -a total of 5,456, were printed, folded, and mailed by the SCC Team (Estimated Cost \$1,200 for Material and U.S Postal Charges)
- j) Christie promoted the SCC-PCC Fall 2020 Classes through Maxima 99.1 Radio, and secured new/functional marketing items (planners, pens with charging cables, portable chargers, hand sanitizers) for participation at ‘drive-thru’ local Blitz @ at Calabasas School-- providing over 600 Santa Cruz County students with back-to school materials.
(Handed out poster boards, hand sanitizers, and pencils)

On the more national side-- August 9, 2020, the SCCPCCD became a member of the American Association of Community Colleges. The value and benefits of affiliation with this leading higher education association as the primary advocacy organization for the nation’s community colleges, include national publications, research references, quarterly data references, website branding, social media following, and networking and connection with more than 1,100 community colleges throughout the country.

Goal 7. Government Relations— Mr. Lunsford continues to provide review and research on primary results with election projections, and committee selection. Mr. Lunsford and Dr. Perez are reviewing the 2019-2020 SCCPCCD Strategic Plan and including these with some of the new topics generated by the Board as ‘top priorities’ for the opening of the 2020 Legislative Session. These top priorities will have definitive targets and outcomes for year-end 2021.

This concluded Dr. Perez’ report.

- Dr. Varona said to make sure on this legislature consultant, upcoming session, we do not give in into any letter writing activity between president, chairman, or PCC Governing Board, and Chancellor; key is to communicate with each other and not get the Governing Board involved;
- Dr. Meixell agreed; Dr. Perez agreed as well and thanked Dr. Varona for his point;

E. PCC – Santa Cruz County Report

- Dr. Lopez provided an update on the fall semester addressing the following:
 - With COVID-19, we were leveled with enrollment; as of today, we matched with Tucson Pima with 20%, and we are going in the right direction;
 - Course and programs are doing great (20 students in each course);
 - It was asked how many students are enrolled from Mexico; is there an impact with the boarder being closed? Mr. Roush said it is a significant number and said it is approximately between 25-30%;
 - Mr. Roush mentioned that all STUD courses have been added (about 30 students in each class);
 - Dr. Varona asked how tutoring was doing; Mr. Nelson and Mr. Roush explained the process in detail; additional virtual tutors will be provided and be available to be embedded in classes virtually; Dr. Varona asked for clarification about entitlement for extra tutoring;
 - Mr. Fontes asked to see statistics in the future of what these students are migrating to Tucson or staying with us; asked to see statistics six months from now;

- Mr. Nelson said there is nothing more important than reaching those students and having them in school;
- Dr. Varona also asked what would happen if SCC has a 7% positivity and Pima a 15% and are we able to open the doors here or in Tucson? Mr. Urman said this has not been addressed or explored yet; he asked to share this concern with the Chancellor;
- Ms. Collier asked if we are able to attract local professors and if so, what is the success rate? (From SCC or from Tucson). Mr. Roush will provide this information;
- Dr. Meixell asked when registration ends for fall. Mr. Roush said classes begin on September 19 and requested from instructors to be generous with allowing people to come in 1-2 weeks late. Dr. Meixell also asked the connection being made with all the scholarship available and any potential students; Dr. Perez explained;

3. APPROVAL OF MINUTES

A. Approval of Minutes for the Special and Regular Board Meetings held on June 9, 2020
 Dr. Varona motioned to approve the minutes of the Special and Regular Board Meeting of June 9, 2020 as presented, seconded by Ms. Collier. Motion carried unanimously, 5-0.

<i>NAME</i>	<i>AYE</i>	<i>NAY</i>	<i>ABSTAIN</i>
Dr. Angela Meixell	X		
Ms. Liz Collier	X		
Dr. Marcelino Varona, Jr.	X		
Mr. Nils Urman	X		
Mr. Victor Fontes	X		

4. INFORMATION / DISCUSSION / ACTION

A. SCC Water Leak and Building Update

- Dr. Perez shared the reports with Board Members and thanked Mr. Panousopoulos for the 3rd report coming forward; the issue on the table was when will the building be completed? At this point, nobody can be in the building. She also said the Gateway Water Operator, and Water Certification is ready to move forward; we asked for a full invoicing cost and operations before we finalize the IGA. Dr. Perez added that we have requested form South32, City of Nogales, and Liberty of Utilities for that program, but we are unable to launch it until we have a timeline for the building remodel;
- Mr. Panousopoulos said the building is in good condition right now and need to conduct further inspections; he suggested for the Board to conduct a walk through;
- Mr. Fontes exposed his concerns regarding damages such as electrical made and suggested having this as a future agenda topic or executive session;
- Dr. Meixell said these points will be noted for the record, but that the focus for now should be the water issue;
- Mr. Panousopoulos met with the county and said the chief inspector was willing to conduct an inspection himself, if it pleased the Board; he added that he will conduct another air inspection;
- Dr. Meixell thanked Mr. Panousopoulos for all of his support and for accepting the responsibility;

B. Expenditure Limitation – PCC Progress

- Dr. Meixell provided handouts regarding expenditure limits for a five-year average and show where we are going with our budget based on FTSE; she said if this year is equal to last year, the estimate is 1.6. We could presume that our expenditures would go down significantly; open discussion took place; Mr. Lunsford answered questions asked;
- Dr. Varona suggested for any board member who has a new idea to present, to meet with Dr. Perez do research first and write a narrative before it is presented to the board; this will allow us to be better prepared and have a proper discussion;

C. Review and Adoption of GCC Water / Wastewater IGA

Ms. Collier motioned to table this item, seconded by Mr. Fontes. Motion carried unanimously 5-0.

<i>NAME</i>	<i>AYE</i>	<i>NAY</i>	<i>ABSTAIN</i>
Dr. Angela Meixell	X		
Ms. Liz Collier	X		
Dr. Marcelino Varona, Jr.	X		
Mr. Nils Urman	X		
Mr. Victor Fontes	X		

D. Future Meeting Dates and Sites

- September 8, 2020 at 5:00, same location;
- Delivery Method: TBD

E. Future Agenda Dates and Items

- Mr. Fontes requested to add as a future item the discussion as to why we are accepting these water damages;
- Dr. Varona said we were obligated to have an annual evaluation of the performance of our Executive Director; Dr. Meixell said it had been completed already;

5. ADJOURNMENT

Having no further business to discuss, the meeting was adjourned at 6:45 p.m. by Dr. Meixell.

Minutes presented respectfully by:

Dr. Stella Perez,
SCCPCCD Executive Director/CEO

Ms. Liz Collier,
SCCPCCD Vice – Chairperson