

CARBON COUNTY BOARD OF COOPERATIVE HIGHER EDUCATION SERVICES

Board Minutes

The Carbon County Board of Cooperative Higher Education Services (BOCHES) held its regular monthly meeting on June 23, 2022, at 4:00 p.m. in Rawlins, Wyoming.

Roll Call

Board members present: Pam Thayer, Matt Feldmann, and Mike Mann.

Others present: Jennifer Moore, Karen Webster, Shelly Collier, Janet Garcia, Cory Hudson, and via ZOOM: Ryanne Mikesell.

Agenda

Mike Mann made the motion to accept the agenda. The motion was seconded by Pam Thayer and passed.

Public Comments, Presentations & Reports

None

Consent Agenda

Mike Mann made the motion to approve the minutes for the May 26, 2022 meeting, Treasurer's Report, and Accounts Payable for June 2022. The motion was seconded by Pam Thayer and passed.

Discussion Items

- A. Preliminary Budget: The budget that is being presented has the current assessed values, and they are up which is great news. For Carbon County it is up by 39% and for Sweetwater County it is up by 64%. We have received 108% so far for this year's income before the deferred taxes. The only thing that is different from the budget that was presented in May is the additional expense for a part-time administrative assistant for the LSRV campus. Pam asked for clarification on the current positions at the LSRV Campus. Jennifer replied that under the current circumstances, Ryanne is doing a wonderful job on her own, but we need to add some stability and flexibility at the campus by funding a part-time position in LSRV.

Action Items

- A. Mike Mann made the motion to approve a \$3000.00 stipend to all full-time employees and high school teaching staff. The motion was seconded by Pam Thayer and passed.
- B. Mike Mann made the motion to approve the revised CCHEC Staffing Plan for fiscal year 2022-2023. The motion was seconded by Pam Thayer and passed.

Directors Report

Jennifer thanked the board for approving both action items. The summer has been very busy working on internal projects we moved the testing center, been applying for grants, working on the upcoming school year, and working on the strategic plan which officially starts July 1st. We just learned this week that we received two \$7500.00 grants from Enroll Wyoming, so a total of \$15,000.00. One is for Rawlins, and one is for LSRV. For this grant we will be hosting two events at each location for Enroll Wyoming, one for business owners and nonprofits the other for the public. The majority of the funds will go to marketing, and the rest for planning and staffing the events. The mission of Enroll Wyoming is to provide free accurate, and appropriate assistance to state residents by navigating health coverage, enrollment, and relevant resources. Their vision is to establish partnerships and personal connections in order to educate the public, raise awareness of health care options, and enroll consumers in affordable quality health plans.

Jennifer also mentioned that we are still looking for an Auto instructor, we have a couple of interviews set for that. We also have a couple of interviews scheduled for the Student Services Assistant position.

Jennifer let the board know that we may need to push the date out a little bit for the meet and greet, due the timeline of creating a new logo, and she will keep everyone updated on that.

Jennifer reported that she has been working with the district on campus safety and that the installation of cameras inside and outside the building will be happening soon. Jennifer will keep the board updated on this project as well. The board would like a “cold eye review” of our building. They are concerned about the shop areas with the garage doors. The board will organize this review and make sure our campus is included when the district is being reviewed. Mike would like to see more awareness from parents/peers with social media and knowing what their kids are doing and posting online. Matt suggested that maybe a table could be set-up at parent/teacher conferences in the fall to talk to parents about this issue. Mike said also maybe an insert in the student handbook about social media responsibilities. Pam would also like to make sure that teachers and staff here and at the district have the tools and resources to deal with any warning signs.

Lastly, Jennifer let the board know that the hospital reached out about the possibility of resurrecting the in-person nursing program. The board is willing to have this conversation with Western and see where it goes. The board is also interested in talking with another community college about an AG program that would fulfil the needs of the LSRV community.

Staff Reports

Shelly thanked the board for supporting and appreciating the staff by approving the retention bonuses. Shelly reported that for Carbon County tax income, CCHEC received 108% of our original estimated tax income (before adjusting for deferred mineral taxes) which is \$87, 488 more than budgeted. This does not include the \$256, 840 received in June 2021 or the \$72,050 received in March 2022 for previous years taxes and corrections. This is in potential reserves with plans to move it to reserves this next fiscal year. According to Lindsey West, County Treasurer, a large tax payment was received last for 2020 taxes, and we did receive two months of the monthly tax payments for mineral taxes. For Sweetwater County CCHEC received 71% of estimated taxes. The 29% we did not receive is because of the deferred mineral taxes, which amounts to \$29,699 that we did not receive. Shelly reported on the preliminary budget for 2022-2023. There is an estimated increase in taxes to the amount of \$468,000. There are minimal changes to expenses in the budget presented today. Additional revenue will be used to increase reserves and cash carry over in the upcoming fiscal year.

Janet let the board know that summer classes are in full swing. There was a total of 3 safe sitter classes offered this summer. Demand was high. Driver education class is this month and July 12th and 13th we are hosting political forums for upcoming elections. The girl’s leadership camp will be July 26th and 27th. This camp is filled with lots of interactive information to help the participants become leaders. Memorial Hospital will be sponsoring the Jaime Machitti as the Keynote Speaker. Jaime is a registered nutritionist and personal trainer who will focus on body positivity. For August, we will have a booth at the fair and a back-to-school sign painting class. Janet also mentioned that she and Jennifer will be meeting with the Bark Firm next week as they present their concept of the rebranding for CCHEC.

Ryanne reported that she survived Camp Peak! Her campus is gearing up for swimming lessons, first aid, and a babysitting class.

Board Comments

Mike thanked everyone for their hard work and made a class suggestion for a daddy/daughter class that teaches dads how to style their daughters hair.

Pam also thanked everyone for their hard work.

Matt said he is thankful for the college classes his son was able to take locally, 95% transferred to his next college.

Next Board Meeting Date

The next meeting is scheduled for Wednesday, July 13, 2022. This meeting will be at 4:00 p.m. for the budget hearing.

Adjournment

Mike Mann made the motion to adjourn. The motion was seconded by Pam Thayer and passed.

Matt Feldmann, Chairperson

Rick Greene, Clerk

Karen Webster, Executive Assistant