

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 May 23, 2024, at 4:00 p.m. in Rawlins, Wyoming.

Roll Call

Board members present: Rick Greene and Mike Mann. Via Zoom: Neil Kourbelas and Matt Feldmann. Absent: Pam Thayer

Others present: Jennifer Moore, Cory Hudson, Janet Garcia, Karen Webster, Tosha Garner, Jessica Martinez, Elizabeth Quintanta, Alex Martinez, Jennifer Wade, Jean Allen, Christy Pelham, Davey Pelham, Alisha Martinez, Stephanie Kramer, and Josh Kramer.

Via Zoom: Rynne Mikesell, Roberta Corson, and Shelly Collier.

Agenda

Rick Greene made the motion to approve the agenda. The motion was seconded by Mike Mann and passed.

Executive Session

None

Public Comments, Presentations & Reports

- A. LSRV Camp Peak 2024 Organizers: Moved to June 27, 2024 meeting.
- B. LSRV High School Graduation with Western Cords: Moved to June 27, 2024 meeting.
- C. Rawlins Western 2024 Graduates: Cory introduced and spoke about the following students. Jean Allen has completed her second degree in Psychology with Western. Jean is an excellent student who advocates for herself and is a hard worker. Jean was also on the Deans Honor Roll for the spring semester. Stephanie Kramer completed her Supervision and Leadership Certificate. She successfully balanced college classes with work and family. Stephanie is continuing her education towards another degree. We're excited to see where she goes with her education. Aleesha Martinez will be graduating with AA. in Social Work in the fall. Aleesha worked diligently through her classes while dealing with all of life's challenges, we are proud of her for completing this degree. Dr. Christy Pelham currently teaches Computer Science and Engineering at Rawlins High School and is always doing exciting things with her classes. Christy earned her Computer Science Endorsement Certificate. She will also be teaching drivers ed for us this summer. Other local graduates that could not be here include Lizette Garcia- graduating with her Supervision and Leadership Certificate. Ali Trevizo- graduating with an AA. in Psychology. Jessica Plascensia-Flores graduated with ADN in Nursing. Congratulations to all our students!
- D. Rawlins Alumni Recognition: Jennifer Moore, MBA, UW College of Business. Cory said that Jennifer was chosen as one of five alumni recognized as part of the yearly revolving display curated by the University of Wyoming's College of Business. These alumni were

selected for the impact they make in their Wyoming communities. Her dedication to the students and communities served by CCHEC is truly admirable. Jennifer was also acknowledged and given the plaque at the UW College of Business recognition dinner last month. We are very proud of you and congratulations Jennifer!

Consent Agenda

- E. Neil Kourbelas made the motion to approve the minutes for the April 26, 2024 special meeting, Treasurer's Report, and Accounts Payable for May 2024. The motion was seconded by Rick Greene and passed.

Action Items

- A. Rick Greene made the motion to approve the 2024-2025 Staffing Plan. The motion was seconded by Neil Kourbelas and passed.
- B. Rick Greene made the motion to approve the 2024-2025 Organizational Chart. The motion was seconded by Neil Kourbelas and passed.
- C. Matt Feldmann made the motion to approve the 2024-2025 Salary Schedule. The motion was seconded by Rick Greene and passed.
- D. Neil Kourbelas made the motion to approve the surplus list. The motion was seconded by Rick Greene and passed.

Discussion

- A. 2024-2025 Budget Request: Jennifer went over the budget summary with the board.

Directors Report

Jennifer reported that Mark and five welding students, and the RHS CTE Coordinator visited and toured the Genesis Alkali last week. It was a fantastic experience for the students. In April, Gerald and several CTE students, and the RHS CTE Coordinator attended the Oftedal Construction Heavy Equipment Day in Casper. After safety training, they were allowed to climb on heavy machinery, operate it, and learn all about it. This week, Mark and five welding students traveled near Baggs to install 40 fences that students made for the BLM Highwater Reservoir project. Last week the auto department participated in in the Jeep Topless day at the Carbon County Fairgrounds. They haven't shared the amount yet, but proceeds from the event go to the auto and woods department. The auto department also won the "People's Choice" award for the Barbie Jeep they revamped.

Certifications for high school students: A total of 68 students earned a certificate this year. OSHA 10-Manufacturing had 27 students, OSHA 10 Construction had 10 students, 17 students earned their CPR certification, and 6 students completed 16 ASE certifications.

LSRV Graduates graduated with 66 total credits, VHS with 5, and RHS with 605.

We look forward to a busy summer with numerous community education courses, political forums, and prep for next school year.

Staff Reports

Shelly wanted to let Jennifer know how proud we are of her being recognized by UW's College of Business. Shelly reported that we have received 66% of our estimated Carbon County tax income and 67% of estimated income from Sweetwater County.

Janet reported that we will be offering two in-person Driver's Education Courses with Dr. Cristy Pelham. We will also be offering two sessions of Safe Sitter and Candie Zumbrennen will be teaching that for us. Sara Karstens from RHS will be teaching Budget Friendly Meal Planning in June and Healthy Summer Snacks for kids in July. We have partnered with Public Health to do a Healthy Relationship class geared for middle school students that will focus on healthy relationships and life skills for youth. This also includes fostering understanding and respectful interactions among our youth. Barb will be teaching a Medication Assistant Certified class in June, and we have had interest in an additional class. Alex Bakken will be teaching a Conceal Carry class on June 1st. We also have an adult paint class in June with over 50 people registered. We will also be offering a couple of toddler paint classes this summer. Lastly, Carbon County Prevention Network will be presenting the new 2-year work plan on June 11th from 12:30-1:30pm.

Cory reported that summer classes start on June 3rd. We have eight dual students taking summer classes and several adult students as well. Sandy Mink is currently meeting with one student and this student has one test left to complete their High School Equivalency Certificate. Two students have already earned their High School Equivalency Certificate this month. We hosted CNA testing April 23rd and May 22nd and had around ten testers each time. ELL classes will continue to meet twice a week throughout the summer. Cory and Candie completed their Western classes this semester.

Ryanne reported that they did their part in helping with the field day BBQ today, despite the weather. They moved it indoors to the school cafeteria where student council served the food, and it worked out really well. Ryanne passed her proctor exam through Pearson Vue and should be able to proctor exams now. They are working on more planning and prep for Camp Peak with the student volunteers now that school is over. They are getting ready for swimming lessons that start in a week or so. A Safe Sitter class will be scheduled for July. They are also putting together a women's shooting group. Alex Bakken will come down once a month to the shooting range and give pointers. Last week was the last zoom meeting for the project aware parenting class about conscious discipline. The Home Services Program meeting for seniors blew up into something bigger. They want another meeting to see what can be done to get more senior services in Baggs. The Couple's Painting class went really well, lots of laughs and giggles. Thirteen students took placement tests for college classes on Monday.

Board Comments

Matt congratulated Jennifer on her success and wished he could have been there in person to congratulate the other honorees in their achievements. Matt also thanked Mike for running the meeting.

Neil appreciates the recognitions that we do here in Rawlins. He attended the nurse pinning and Western graduation ceremony, but his favorite was the GED graduation in Rock Springs. It makes you very proud. As a board member and a staff member it makes you feel like you may have been a small part of some of these students' successes. Neil said that on a monthly basis his

hat goes off to the vocational students. Every month he reads reports that they are winning awards, or they are taking their skills out to the community doing something that betters the community. That recognition is absolutely priceless. Lastly, Neil said that Jennifer has given this board some real bragging rights this year. Thanks so much for that!

Rick said that Jennifer is doing a great job here. He really appreciates it.

Mike said that Dr. Moore said it best last night. The community of Rawlins celebrating all the graduates is a big step. At the Victory graduation he was referencing, all of carbon county graduation no matter the level, school, or program. Back in the day, Rawlins had a real sense of community, that sense is coming back, it is not happening quickly, but it is coming back, Jennifer and the Carbon County Higher Ed is recognized here.

Next Board Meeting Date

The next meeting is scheduled for Thursday, June 27, 2024 at 4:00 p.m. in Rawlins.

Adjournment

Rick Greene made the motion to adjourn. The motion was seconded by Matt Feldmann and passed.

Matt Feldmann, Chairperson

Rick Greene, Clerk

Karen Webster, Executive Assistant