

# **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 December 16, 2021, at 4:00 p.m. in Rawlins, Wyoming.

### **Roll Call**

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

Others present: Jennifer Moore, Karen Webster, Shelly Collier, Janet Garcia, Barb James, Daniel Mascorro, Jenny Albrandt, Elyssa Banda, Spencer Searle, Elana Chavez, and Mark Flahery. By ZOOM: Christy Stocks and Ryanne Mikesell.

### **Agenda**

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

### **Public Comments**

Elyssa Banda spoke about how the welding class has improved her life and has inspired her to keep going. She also received her OSHA 10 Certificate in the welding class.

Barb James introduced four of her nursing assistant students to the board: Spencer Searle, Dan Mascorro, Jenny Albrandt, and Elana Chavez. Dan told the board that the nursing assistant class has been his favorite class during his time in high school. Dan also declared that he chosen to continue down the medical path for his career. Elena mentioned that she enjoyed the real-life experiences and wants to continue in the field. Barb told the board that her students will soon take the certification exam for this course. Barb also informed the board that the Higher Education Center is now an American Heart Association Certified Center. The students like the improved quality of the training materials and videos from the American Heart Association.

Matt thanked Barb, Mark, and the students for coming and talking to the board. Matt also told the students to let them know if there is anything we can improve upon.

### **Consent Agenda**

Mike Mann made the motion to approve the minutes for November 22, 2021, meeting, Treasurer's Report and Accounts Payable for December 2021. The motion was seconded by Pam Thayer and passed.

### **Action Items**

- A. Pam Thayer made the motion to approve to amend the 2021-2022 budget to reflect an additional \$30,000.00 for staff stipends provided/donated by CCSD1. The motion was seconded by Mike Mann and passed.

### **Discussion Items**

- A. Creation of an advisory committee to improve existing programs and advise on future expansion of programs: Jennifer talk about how the Higher Ed had viably utilized an advisory committee in the past and over the years it has been mentioned to possibly bring it back. It was also mentioned recently in strategic planning interviews and at the visioning session. It seems like the right time to start one again to gain guidance on current and future programs. To start Jennifer would like to include representation for all three trades and the health sciences, then later if we are in a position to grow, we will expand the advisory committee to other areas.

Pam asked Jennifer if the advisory board would report to the board or to Jennifer? Jennifer said it would essentially be all in-house and report to her, with updates regularly to the board. Jennifer said that if a board member would like to participate and have representation at the meeting that would be great.

Matt asked Jennifer to walk him through the make-up of what the board would look like. Jennifer replied that her initial focus will be on industry and workforce partners relating to the trades/programs we currently have. Input from teachers, staff, board, partners, and other stakeholders is welcomed and encouraged on the make-up of the committee.

Matt would like to see this on the January Agenda as a discussion item and would like Jennifer to create a proposal.

### **Directors Report**

The strategic planning core team is continuing to meet weekly with Joan Evans. Currently, we are using the feedback from the visioning session to creating goals that fit into our guiding principles. Jennifer reminded the board that the Interim Director contract automatically renewed at the beginning of December (12/4/21) for another six months starting January 1, 2022. Jennifer said this semester has been very busy yet exciting we have been exploring new ideas, working on collaboration and trust, and cultivating new partnerships. Jennifer thanked the staff and board for all their hard work during this semester.

Mike, Matt and Pam are very appreciative of what Jennifer is doing here at Higher Ed. Positive feel and good vibes in the building.

### **Staff Reports**

Accounting Specialist: Shelly thanked the board for including us in the stipends for staff. Shelly talked about dual enrollment. Fall Dual 2021 RHS & RCHS \$39,878.93 44 students/203 credits, CCHEC paid 80% CCSD#1 paid 20%. Fall Dual RHS & RCHS 2020 63,977.16 62 students/347 credits CCHEC paid 82% CCSD#1 paid 18%. Fall Dual 2021 LSRV \$6,427.50 8students/32 credits CCHEC paid 60% CCSD#1 paid 40%. Fall Dual 2020 LSRV \$11,100.73 9/students/60credits CCHEC paid 56% CCSD#1 paid 44%.

Program Planner: Janet reported that she is planning classes for 2022. There will be a lecture series, woodworking, American Heart Association courses, and auto classes. Greg Garner and Gerald Snodgrass are preparing to teach a cribbage board making class. The first Getting Ahead class has ended. This class was very well received by the students, so another offering is being planned.

LSRV Coordinator: Christy said it has been crazy busy, tumbling started. They had an OSHA class last week. They have baking, cooking, and a bitcoin class coming up. Painting and sign classes are ongoing. Christy would like to get some woodworking classes set-up. FFA did a presentation to LSRV Ed center as practice before they presented to the school board. Christy also thanked the board for the bonuses, makes us feel like one unit.

### **Board Comments**

Mike enjoyed the student presentations and is glad that Barb James is part of the Carbon County Higher Education Center team. Barb has done amazing things for the higher ed.

Pam thanked Barb; it was fun to see the presentations. Pam also thanked the higher ed staff for a good 1<sup>st</sup> semester and Happy Holidays to all!

Matt appreciated the student presentations and would like to continue to see them on the agenda. Everyone that is traveling, get back safely.

**Next Board Meeting Date**

The next meeting is scheduled for Thursday, January 27, 2022, at 4p.m.

**Adjournment**

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

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Matt Feldmann, Chairperson

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Rick Greene, Clerk

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Karen Webster, Executive Assistant