

**HAGERSTOWN COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**MINUTES**

*Work Session  
April 16, 2024*

A work session of the Board of Trustees of Hagerstown Community College was held on Tuesday, April 16, 2024, in the Career Programs Building Room 211 and 213, beginning at 12:00 pm. In attendance:

Board Members

Austin Abraham  
Carolyn Brooks  
James S. Klauber, Secretary / President  
Paula Lampton, Vice Chair  
Thomas Newcomer  
L. William Proctor, Jr., Chair  
Gregory Snook  
John Williamson

HCC Affiliates

Jamie Cannon – Labor Relations  
Jennifer Childs – Director of Human Resources  
Rebecca Shives – Recording Secretary

**Call to Order**

Chair Proctor presided and convened the work session at 12:10 pm.

**Policies for Review**

***Policy 4070 – SGA Constitution***

Dean Ohi-Gigliotti presented the updated policy that has the bylaws removed. The Board had no objections to the updated verbiage.

***Policy 8006 – Background Check Policy***

Ms. Cannon presented the revised policy. These revisions are the first step in order to start the process of in house background checks. The Board had no objections to the updated verbiage.

**Benefits Discussion**

Trustee Abraham asked questions pertaining to the retiree carveout. Executive Director Childs discussed reasons for health insurance increases this past year. The goal is to get to 90/10 for employees and 89/11 for family. This proposed increase will help get the numbers to where they need to be after years of not increasing the cost for employees. The Trustees asked questions pertaining to how this will affect employees.

**Adjournment**

There being no further business or discussion, the work session was adjourned at 1:03 pm.

Respectfully submitted,

  
James S. Klauber, PhD  
President/Secretary