

# **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 September 28, 2023, at 4:00 p.m. in Baggs, Wyoming.

### **Roll Call**

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

Others present: Jennifer Moore, Shelly Collier, Karen Webster, RYANNE MIKESSELL, Natalie Danford, and Roberta Corson. Via ZOOM: Janet Garcia, Cory Hudson and Candie Zumbrennen.

### **Agenda**

Rick Green made the motion to approve the agenda with an amendment to remove the executive session. The motion was seconded by Neil Kourbelas and passed.

### **Public Comments, Presentations & Reports**

Ryanne introduced high school student Emma Davis. Emma has been a volunteer for Camp Peak for the past 8 years. Emma is by far one the best councilors that we have had the pleasure of working with. She is willing to do whatever we ask of her. Whether it is cleaning up after some of our activities or coming up with a game for the kids to play while we set up for our next task. Emma is also taking college classes with us this semester and would like to go into forensic science after high school. We are so excited to see what Emma has in store for her future. Thank you, Emma, for being a great help to us in the summer and taking the initiative to invest in your future.

### **Executive Session**

None

### **Consent Agenda**

Pam Thayer made the motion to approve the minutes for the August 22, 2023 meeting, Treasurer's Report, and Accounts Payable for September 2023. The motion was seconded by Rick Greene and passed.

### **Discussion**

None

### **Action Items**

None

### **Directors Report**

Jennifer reported that Dr. Dale's listening session for Rawlins was moved to Wednesday, October 25<sup>th</sup> from 4:00-5:30pm. Jennifer reminded the board that they are all invited, and an email went out to them with the rescheduled information.

All staff members have been working on the final steps of completing our first Year in Review report. This covers the 22-23 fiscal year. A copy will be in next month's board packet for review. Creating a system to compile a year in review was a big goal in our strategic plan. The first one has taken longer to compile than expected, but moving forward the process should go quicker.

The start of the school year is always busy, but this month has been especially busy. There are great things happening in all areas of CCHEC and it is exciting. We have numerous projects in the works as well. One exciting and challenging project is creating a unique trophy for the first ever Wyoming Cake Wars on October 7<sup>th</sup>. A couple of welding students, a woods student, Gerald, Greg, Janet, and Julie worked on the design of the trophy using wood and metal. It's starting to come together and is looking great so far. This group will be invited to the October board meeting to be acknowledged and to discuss the process.

### **Staff Reports**

Shelly reported that we have received 3% of our estimated Carbon County tax income compared to 11% last year. We have received 12% of our Sweetwater tax income compared to 29% last year. Shelly has sent all requested information to the auditors, and they will be onsite the week of October 9<sup>th</sup>. Matt asked if cash flow is okay. Shelly said it is fine.

Janet reported that we have had a great fall start! The Getting Ahead class has six participants and two instructors, Fiorella Whailes and Micah Johnson. We are gearing up for our Halloween paint night and are expecting over 50 people to join us. We are also working on two private paint night events with RHS and RES. We have started our Tech Hour with Greg Garner. This will be an ongoing event and will take place every Wednesday from 11am-12pm and is designed to provide hands-on assistance on various technology-related topics.

Some classes coming up include a beginner crochet "Boo Bells" class with Hannah Randolph and several GYST classes with Barbara James, Casada Funeral Home, Amy Bach, and Vic Wilkerson as presenters. Toddler Time: Grumpy Monkey on October 13<sup>th</sup> from 9-10am. Historic Cemetery Tours October 13<sup>th</sup> and 20<sup>th</sup> starting at 6pm. CCHEC will also participate in the Downtown Trick or Treat event.

Julie, Candie, and Janet are also planning an "You've been Boo'd" event for some fun staff team building.

Cory reported that there are 51 dual students and 40 concurrent students (some are also taking dual classes). Many students are taking English classes, Film Appreciation and Public Speaking. The high school CNA class is off to a great start. Students are practicing around the building taking blood oxygen levels, blood pressures, and navigating CPR scenarios.

Cory has 44 adult students taking Western classes and six students from the jail studying for their high school equivalency. We also have nine HiSET testers that come in and have passed five tests, one tester needs to complete one more subtest to earn their High School Equivalency Certificate.

The test center stays busy proctoring tests for Western Nursing classes, Casper college, WorkKeys, PearsonVue, HiSET, PRAXIS, Aleks, and Western college classes. We will be setting dates for CNA testing in October and November, testing will be done on a weekday during our open hours.

Ryanne reported that the Valley Community Center's floor is done. Some upcoming classes in October include a pumpkin on canvas paint class, preschool activity, Master Chef- mommy and me, an investing class, Witches Night Out, State of Mind screening, leather bracelet class, flint knapping, a Cricut class, and participation in the Fall Festival.

### **Board Comments**

Pam wished she could have been at the meeting in person, and she said thanks for everything CCHEC does.

Neil said that Emma will have a great future!

Rick didn't have anything at this time.

### **Next Board Meeting Date**

The next meeting is scheduled for Thursday, October 26, 2023 at 4:00 p.m.

### **Adjournment**

Neil Kourbelas made the motion to adjourn. The motion was seconded by Pam Thayer and passed.

---

Matt Feldmann, Chairperson

---

Rick Greene, Clerk

---

Karen Webster, Executive Assistant