

# **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 February 20, 2024, at 4:00 p.m. in Rawlins, Wyoming.

### **Roll Call**

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

Others present: Jennifer Moore, Cory Hudson, Shelly Collier, Janet Garcia, and Karen Webster. Via Zoom: Ryanne Mikesell and Roberta Corson.

### **Agenda**

Rick Greene made the motion to approve the agenda. The motion was seconded by Neil Kourbelas and passed.

### **Executive Session**

- A. Neil Kourbelas made the motion that the CCBOCHES moves into executive session at 4:04 P.M., for the purpose of considering personnel issues that are confidential by law, and legal matters. The motion was seconded by Rick Greene and passed.
- B. Mike Mann made the motion that the CCBOCHES moves back into open session at 4:34 P.M. The motion was seconded by Rick Greene and passed.
- C. Rick Greene made the motion to approve minutes from the executive session. The motion was seconded by Mike Mann and passed.

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

None

### **Consent Agenda**

- A. Neil Kourbelas made the motion to approve the minutes for the January 25, 2024 meeting, Treasurer's Report, and Accounts Payable for February 2024. The motion was seconded by Rick Greene and passed.

### **Action Items**

- A. Rick Greene made the motion to approve the surplus of Car #489 (2008) Ford Taurus Vin #1FMDK05WX9G00533 and car #490 (2008) Ford Taurus Vin #1FMDK05W19G00534. The motion was seconded by Neil Kourbelas and passed.

### **Discussion**

- A. Christy Stocks Memorial Update: Ryanne said that they are waiting for a new piece of glass. The glass that arrived was the wrong size. When the glass comes in Ryanne will start putting the shadow/memory box together. Mike said that he would like a dedication meeting when it is ready. Possibly at the next meeting in Baggs which will be in April.

- B. Public Officers Training: Jennifer sent out an email with information in early February for the online course and test to the board members. Karen followed up with a text. Neil has already done the training. Several of the board members mentioned that they would like to complete the training together. Jennifer and Karen will give the board some dates to consider for the training to be done at CCHEC on a Saturday.

### **Directors Report**

Jennifer reported that it has been a busy past month for CCHEC. On the CTE side of things, we have students already completing their industry standard testing this semester, specifically OSHA-10 for our welders and CPR certifications for the CNA students. Tomorrow JT is taking a trip to WyoTech with some of his students. February is CTE month, so Janet has shared some marketing to celebrate some of the exciting things that we do here.

CCHEC hosted Leadership Carbon County's Education Day a couple of weeks ago. It was the day with late start for CCSD#1, so we had a few bumps to work around. We got to hear from and tour several schools. Since Dr. Dale spoke at our kick-off, she did not speak during Education Day, but Cory joined me in speaking about CCHEC and shared information with the class on local and online Western college courses, degree, and certificate programs that they could earn while remaining in the community, and about our non-profit tuition reimbursement and senior citizen tuition waiver. A couple members of the class have followed up with interest in taking college classes.

We also completed our annual blood draw for Wyoming Health Fairs. This is required for all staff and spouses who are on CCHEC insurance. We had 100% attendance in Rawlins and WHF will be scheduling a time to go to LSRV for blood draws there.

The Community Engagement Part-Time Assistant position is still open. If you know of anyone who would be great in this position, please send them our way.

Although the application process is still open, dates were just announced for the final four candidates for the new Western President interviews. These will take place in mid-April.

Our Mill Levy renewal, which is scheduled for every four years, takes place this year. I spoke to Mr. Hamel and will be writing a formal letter to request that initiating this process be added to the March CCSD#1 Board meeting. We are not allowed to use CCHEC funds, time, or resources to help market the mill levy, so later in the year, I will be reaching out to all of you as board members to help spread the word and ask voters to renew the levy.

### **Staff Reports**

Shelly reported that we have received 55% of our estimated Carbon County tax income compared to 80% in 2023 and 72% in 2022 and 53% in 2021. We have received 43% of our estimated Sweetwater County tax income compared to 75% in 2023 and 51% in previous years. Shelly has been in contact with Lindsey to stay on top of things.

Janet reported that it is CTE month, and she has been highlighting our CTE classes on social media in honor of this. Upcoming classes include CPR, C.N.A. II, and two sessions of paint night in March and one toddler paint class in the morning on March 13<sup>th</sup>. We will also be having another CNC Plasma Cutting class with Greg Garner in March. Carbon County conversations

will take place March 12<sup>th</sup> with Tracy Young presenting. Lastly, congratulations to Candie Zumbrennen, she is our new Safesitter Instructor.

Cory reported that the students are almost midway through the spring semester, and the students are doing well. Summer registration opens tomorrow February 21<sup>st</sup>. Sandy Mink continues to tutor at the jail. She is currently meeting with one student. We have administered nine HiSet/GED tests this month and 5 tests were passed. We will be hosting CNA testing on Thursday, February 29<sup>th</sup>. Candie and Cory are reading, studying, and discussing a book on classroom management, "The First Days of School".

Ryanne reported that they have finished the Tumbling class. This is the 23<sup>rd</sup> year of offering the Tumbling class. On the 25<sup>th</sup> year they would like to do a throwback (reunion) with all previous students. They usually offer tumbling during the winter but may change this and offer it in Fall. They have been working with UW Outreach to offer an open class for the fair this year. Sign class registration has declined significantly at the LSRV campus, and they are looking for something to replace that and increase enrollment. Camp Peak planning is underway, and it looks like they will not do the overnight event with the older kids this year. Becoming a Pearson Vue testing center is still in progress.

### **Board Comments**

None

### **Next Board Meeting Date**

The next meeting is scheduled for Thursday, March 21, 2024 at 4:00 p.m.

### **Adjournment**

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

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Matt Feldmann, Chairperson

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Rick Greene, Clerk

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Karen Webster, Executive Assistant