

**MINUTES OF THE JANUARY 9, 2025
BOARD OF EDUCATION
Regular Board Meeting**

Board Members Present: Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk, Mitra Vazeen

Others Present: Bill Meck, Josie Kero, Misty Bateman, Beth Van Elswyk, Kevin Leahy, Tamara Blackford, Tina Kotson, Evon Jacobsen, Tom Ank, "clatsopjohnson", J.Clatsop, TJ Lackner, Kristen Wilkin, Tamara Roberts, President Jarrod Hogue and Recording Secretary Felicity Green

Ed Johnson called the meeting to order at 5:30 pm.

Lloyd Mueller **moved to approve the agenda as presented.** Sheila Roley seconded the motion. **Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman was absent. The motion carried.**

TEN MINUTE PRESENTATION: Misty Bateman and Clatsop Works

Misty Bateman was introduced by Kevin Leahy who said it was her three-year anniversary at CCC and he was excited that she was able to present to the Board. So far 169 Clatsop County students, including high school and CCC students, have been enrolled in Clatsop Works since the program started in 2018. It is up to 42 employers and 55 positions. There are now more applicants than positions available. 40 CCC students have been placed as interns and at least nine students moved into permanent positions through those internships. It is also an unofficial advertisement for the College: high school students participating in the program visit CCC with the MERTS tour being especially popular.

The program is being showcased as a model around the state by the Oregon Department of Education. Last year it received a \$30,000 grant, which is being used to pay students in internships that otherwise the employers could not afford to offer. Six internships will be funded this summer. Misty Bateman also coordinates Clatsop Work Experience, which takes place during the school year specifically for CCC students. It is for credit and pass/fail graded; participating students can come from any program.

President Hogue asked what the College could do to better support these programs? Misty Bateman said that talking to students about participating and talking to the Foundation about funding would be helpful; she would also like to have high school students participating and receiving dual credit. She also encouraged Board members to reach out to employers they know about participating. Lloyd Mueller asked Josie Kero how she liked the program. She worked at the Seaside Library in the summer reading program and loved it.

APPROVAL OF MINUTES

Sheila Roley **moved to accept the December 12, 2024 minutes as presented.** Lloyd Mueller seconded the motion. **Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman was absent. The motion carried.** Ed Johnson asked the Board to be aware that auditor Caroline Wright asked the Board in December to follow up on audit findings

throughout the year.

Report of the President

President Hogue reported that on Monday JobCorps students will be starting work at the College in partnership with Facilities and NW Oregon Works. He also reported that the College has received both payments of the Employee Retention Credit (ERC) as well as interest.

Unfortunately, the situation at Tongue Point, whose maritime program is out of compliance, has negatively impacted the College's FTE numbers. Issues with Coast Guard instructor certifications and changes in National Maritime Center requirements have also contributed to a drop in FTE. As a result, the College is down 90 FTE for the fall. Some of this FTE can probably be made up over winter and spring, as some Coast Guard courses that were not offered during the fall will be offered then. Justin Smith at Linn Benton said that there is also a hold harmless provision for sudden FTE drops so it is possible that this will not be a huge hit right away. However, it is a very large loss and will have to be accounted for in next year's budget. The financial impact could be as much as \$500,000.

Board members expressed concern that this could be happening so soon after the FTE blow from the DPSST loss that was a surprise in the fall. They asked about communications between Tongue Point, the Coast Guard and the College. Teena Toyas said that the College was unaware of the issues at Tongue Point and that they would be closing down their seamanship program entirely for an indefinite period of time. President Hogue explained that a large part of the issue is that registrations for those areas do not come in until after the fact, so the College is not aware immediately of the drop in registrations. President Hogue said that this system must be changed. The Coast Guard instructors who had been rotated out are being replaced now and the College hopes that more classes will be offered in the winter and spring. Several Board members stressed that communications between the College and their partners must be improved. President Hogue promised that the situation would improve and agreed that this was not acceptable.

The President continued his report by announcing that the date for the Foundation spring fundraiser would be Saturday April 12. He introduced the new Foundation director, Beth Van Elswyk, who is local and well respected in the community. She spoke briefly about how excited she is about the opportunity to serve the community and the students. She is looking forward to increasing student access and doing more outreach to South County.

Financial Report

Bill Meck gave the financial report. The ERC was booked as a receivable in 2023. It was on the books for FY24 and half of FY25 and now the \$1 million in the plant fund and the \$826,000 in the operating fund will be real with \$1,674,000 in the plant fund and \$1,475,00 in the operating fund. The interest, which was unexpected, will be a current revenue source which alleviates any uncertainty about this year's timber revenue. Timber revenue should be enough to pay our debt and provide some additional resources to allocate either to facilities or to other initiatives. This money should also preclude the necessity for the College to pursue a short term loan in the summer, which will save money. He cautioned, however, that the appearance of a big increase in tuition and fee revenue is misleading: it reflects the transition to the Colleague system, which reports tuition and fee revenue at a different time than Anthology. Revenues are up and expenses are down.

Jody Stahancyk **moved that the Board direct the President to send a note of appreciation and a can of Fishhawk salmon from Cliff Fick to Senator Ron Wyden, Senator Jeff Merkley, Representative Suzanne Bonamici and the tax unit that the College used to thank them for their help in securing the ERC payment.** Sheila Roley seconded the motion. **Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman was absent. The motion carried.**

Report of the Board Chair

Ed Johnson congratulated the college community for doing a great job and getting winter term off to a great start, saying that everyone contributes and everyone is valuable.

WRITTEN REPORTS

Sheila Roley commented on ASG, saying that they seem to be thriving and doing well. Josie Kero apologized for not doing a written report and detailed some recent ASG events, including a cookie decorating drop in and a goal setting event in Towler Hall.

OLD BUSINESS

Policies and Procedures for 2nd Reading and Adoption

Sheila Roley **moved to adopt BP/AP 2200 Board of Education Duties and Responsibilities, BP 2435 Evaluation of the President, BP 7145 Personnel Files and BP 2315 Closed/Executive Sessions for second reading and adoption.** Lloyd Mueller seconded the motion. **Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman was absent. The motion carried.**

NEW BUSINESS

Budget Calendar and Budget Committee

The first Budget Committee meeting is scheduled for Tuesday, April 22 at 5:30 pm. Ed Johnson declared one position on the Budget Committee vacant. The College will place an advertisement in the newspaper and on the website.

Discussion of MOUs with Outside Entities

The Board addressed member concerns that MOUS should be brought before the Board to be confirmed, as they are documents which obligate the Board. Specifically, the College MOA with the Foundation which the President recently signed was discussed. That MOA was the subject of a Board committee which was set up to look into it as there was some confusion about which version was current and if it was signed. President Hogue said that the version he had seen did not contain information on the Foundation Director's salary or supervisor of record. The new MOA covers both these issues. He expressed some concern about Board confirmation of MOUs and MOAs in general, as the College enters into many as a routine course of action, particularly related to grants. Some of these agreements are time sensitive and he would not want the College to miss a funding opportunity. Most of them are quite small in scope. Board members agreed that they were only concerned with MOUs and MOAs that were larger scale: over \$50,000 in scope. President Hogue will bring the Foundation MOA to the Board at the February meeting for further discussion.

Move March 13, 2025 Regular Board Meeting to MERTS

Sheila Roley moved to hold the March 13, 2025 Regular Board Meeting at the MERTS campus. Lloyd Mueller seconded the motion. Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman was absent. The motion carried.

Policies and Procedures for First Reading

Ashley Flukinger reported that the Board Policy Committee met the day before and discussed several legally required policies. Jody Stahancyk noted that part of the accreditation process involves keeping policies up to date and the committee is moving fast by not spending much time on legally mandated policies, which come to the College pre-vetted by OCCA.

Jody Stahancyk moved to adopt BP 3430 Prohibition of Harassment, BP 3433 Prohibition of Sex Discrimination Under Title IX and BP 3540 Sexual and Other Assaults on Campus for first reading. Mitra Vazeen seconded the motion. Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman was absent. The motion carried.

Ed Johnson asked Board members to be sure to read all the policies and be sure that they are following them.

ANNOUNCEMENTS AND UPCOMING EVENTS

Tom Ank said that NorthWest ESD is hosting a make and take event on February 1 at the College. It will be free for teachers and participants will all receive free equipment. Many teachers are very excited and looking forward to it. He is hoping to get a grant to create a campus maker lab.

BOARD FORUM

Ashley Flukinger thanked Kevin Leahy and Misty Bateman for a great presentation.

Lloyd Mueller asked about Tom Ank's program which gives students computers. Tom Ank said that he is reaching out to contacts in Portland and hoping to get more machines. He asked the Board to ask people they know in the business community to consider donating their old laptops.

Sheila Roley said that she has retired again; she has no plans to renew her educational license.

Jody Stahancyk said she was very excited by all the positive news and everyone working together.

Mitra Vazeen said that it was an excellent meeting and thanked everyone for participating.

Ed Johnson adjourned the meeting at 6:53 pm.