

**MINUTES OF THE MARCH 20, 2020
CLATSOP COMMUNITY COLLEGE
BOARD OF DIRECTORS
EMERGENCY BOARD MEETING**

I. CALL TO ORDER

The meeting was called to order by Chair Robert Duehmig at 3:00 p.m.

Board members present via conference call: Rosemary Baker-Monaghan, Karen Burke, Anne Teaford-Cantor, Dave Zunkel, Sara Meyer, Tim Lyman, and Robert Duehmig. Board members absent: Tim Lyman. Others present via conference call: Katie Frankowicz, Jerad Sorber, Deputy Clerk JoAnn Zahn, President Chris Breitmeyer, and Board Secretary Pat Schulte.

A. Adoption of Agenda

Karen Burke **moved to adopt the agenda as presented.** Dave Zunkel seconded.
The motion carried unanimously with Tim Lyman absent.

II. PUBLIC FORUM

A. Chair Robert Duehmig read the following statement: Public comment will be accepted by email addressed to the Board Secretary at pschulte@clatsopcc.edu or by mail to: Patricia Schulte, Board Secretary, 1651 Lexington Avenue, Astoria, OR 97103 before the close of business on Monday, March 23, 2020. Any submitted public comment will be included in the meeting minutes and shared with all Board members. *(Note from Board Secretary: no public comment was received.)*

III. EMERGENCY DECLARATION, RESOLUTION #2019-20-03

Chair Duehmig explained the Board is meeting in emergency session to adopt a resolution to grant authority to President Breitmeyer and/or his designee to take any and all necessary actions to prepare and respond effectively to the Novel Coronavirus (COVID-19). President Breitmeyer said he will provide an update on COVID-19 planning and preparations at the April 14 Board meeting. The resolution allows President Breitmeyer to make decisions on actions to respond to COVID-19 without having to go through the formal process of Board approval. President Breitmeyer said he will still bring things to the Board for their approval that he would normally bring, e.g., purchases over \$50,000. He added that he will keep the Board updated about changes the College is making. President Breitmeyer said some employees can work

from home. For those employees who can't work from home, they will make arrangements for them to be on campus making sure that proper social distancing and cleaning and sanitation procedures are observed. President Breitmeyer added that CTE faculty need to teach face-to-face, so they are working with CTE faculty and the Union about possibly starting their classes later and working through the summer.

Chair Duehmig thanked President Breitmeyer and said that at the speed things are moving, it is not practical to come back to the Board for every decision. He added that he has faith President Breitmeyer will keep the Board in the loop. The primary goal is that we can offer everything possible to the students and that that none of our employees get laid off in the process.

President Breitmeyer said the start date of classes is pushed back one week to give faculty and staff time to prepare, get trained, and get the support they need. The College is putting into place peer mentors for students to get the support they need to be online. In response to a question from Rosemary Baker-Monaghan, President Breitmeyer said there will be impact on the budget and they will dive deeper into that at the next Board Work Session. He added that, so far, we are not seeing a big impact on enrollment for spring. Nursing, EMT, and Medical Assisting will start on time and will be in-person. Governor Brown has given an exemption because these students will be graduating in June and going into the healthcare workforce. President Breitmeyer said we have good partnerships with our local hospitals, and students will be able to complete their clinicals as expected. We are also checking with the State Board of Nursing about how much simulation we can do.

President Breitmeyer said the faculty and staff are amazing and are the ones who deserve all the credit.

Rosemary Baker-Monaghan **moved to approve Resolution 2019-20-03 declaring emergency conditions exist at Clatsop Community College and granting authority to the President and/or his designee to take any and all necessary actions to prepare and respond effectively to the Novel Coronavirus (COVID-19).** Anne Teaford-Cantor seconded. The motion carried unanimously with Tim Lyman absent.

IV. ADJOURNMENT

Without further business, the Emergency Board meeting was adjourned at approximately 3:12 p.m.

Chris Breitmeyer, President

Robert Duehmig, Chair

Pat Schulte, Board Secretary