

MINUTES: November 15, 2022

MEETING: NORTH FLORIDA COLLEGE
MADISON, FLORIDA

TRUSTEES PRESENT: Mr. Ricky Lyons, Chair
Mr. John Grosskopf
Mr. Travis Coker
Mrs. Sandra Haas
Mr. Billy Washington
Mr. Al Williams
Mr. Mike Williams
Mr. Gary Wright

TRUSTEES ABSENT: Mr. David Howell

STAFF PRESENT: Larry Akers
Denise Bell
Tyler Coody
Cindy Dunkle
David Dunkle
Dr. Jamie Holland
Dani Mays
Traci McClung
Jennifer Page
Micah Rodgers
Kristin Summers
Michelle Wheeler, Recording secretary
Lynn Wyche

Mr. Mark Logan, Board Attorney

The meeting was called to order at 5:30 p.m. by Chair Ricky Lyons who asked Mr. Travis Coker to open the meeting with prayer followed by the pledge of allegiance.

MOTION: (Washington/Coker) That the District Board of Trustees adopts the agenda as presented. The motion carried by general consent.

MOTION: (A. Williams/M. Williams) That the District Board of Trustees adopts the minutes for the October 18, 2022, regular meeting as presented. The motion carried unanimously.

PUBLIC INPUT

President Grosskopf shared a letter from Representative Allison Tant congratulating NFC for being named Large Business of the Year by the Madison Florida Chamber of Commerce.

CAREER AND WORKFORCE EDUCATION

Associate Dean Dunkle presented the following for approval:

MOTION: (T. Coker/A. Williams) That the District Board of Trustees approves the attached Logistics and Transportation Program Agreements for Student Field Experience.

1. Big Bend Timber – CDL Student Field Experience
2. T.W. Byrd’s Sons, Inc. – CDL Student Field Experience

This recommendation will provide NFC CDL Students with the opportunity to get valuable on the job training and driving experience with our industry partners in logging. The motion carried unanimously.

Dr. Holland presented the following for approval:

MOTION: (Haas/Coker) That the District Board of Trustees approves the attached agreements with the following agencies and North Florida College:

1. Advent Christian Village – Renewal
2. Greenleaf Center, LLC

This recommendation will ensure that the Allied Health Department of North Florida College has adequate clinical locations to provide clinical experience to students as required. These contracts have been previously reviewed by the Board Attorney. The motion carried unanimously.

STUDENT SERVICES

Ms. Denise Bell presented the following item for approval:

MOTION: (Coker/Washington) That the District Board of Trustees approves the attached agreement with the American Heart Association contingent upon approval by the Board attorney. This recommendation will allow NFC to add the ASLS (Advances Stroke Life Support) discipline to our Community Training Center under the auspices of the American Heart Association. This agreement will broaden our selection of CPR courses taught at our Community Training Center. The motion carried unanimously.

EMPLOYEE SERVICES

Director Coody presented the following items for approval:

MOTION: (Washington/Haas) That the District Board of Trustees approves the personnel recommendation outlined in the attached memorandum:

Alan Davis, Instructional Coordinator of Criminal Justice Programs – New Hire

This recommendation fills the vacant position and completes the hiring process. The motion carried unanimously.

MOTION: (Haas/A. Williams) That the District Board of Trustees approves the following personnel recommendations to change Jessica Fralix and Michelle Wheeler from Career Staff to Professional Staff as outlined in the following memorandums.

- Jessica Fralix, Visual Design and Multimedia Specialist
- Michelle Wheeler, Coordinator of Strategic Initiatives

This recommendation fills the vacant positions with internal candidates and completes the hiring process. The motion carried unanimously.

ADMINISTRATIVE AND BUSINESS SERVICES

Dean Micah Rodgers presented the following items:

MOTION: (Washington/Coker) That the District Board of Trustees approves the Warrant List for October 31, 2022. The motion carried unanimously.

The Statement of Account was presented as an informational item as was the Current Funds Unrestricted Revenue and Expenditure Report. The Florida Prime account is earning 3.15% interest.

President Grosskopf gave an overview of the location NFC is requesting to lease for launching a location in Perry, FL. The property is adjacent to Doctor's Memorial Hospital with whom we have been in contact for creating partnerships to hire adjunct instructors, continuing clinicals, hosting special lectures, and even possibly using some lab space in the hospital. The building we are proposing to lease is a prime structure to house other workforce programs as well. We are hoping to start classes in January and even hold a Board meeting there some time in the Spring of 2023.

MOTION: (Coker/A. Williams) That the District Board of Trustees approves the attached commercial lease agreement for the Perry Location. The agreement has been reviewed and approved by the Board attorney. This recommendation will allow NFC to begin work to open a center in Perry, FL. The motion carried unanimously.

MOTION: (Coker/Washington) That the District Board of Trustees approves to advertise the following changes to Board Policies 3.02 and 3.10 contingent upon attorney's review and approval. The changes are to include State Requirements for Education Facilities within the policies. The motion carried unanimously.

DEVELOPMENT AND EXTERNAL AFFAIRS

Director McClung presented the Foundation report and highlighted the following:

- Scholarship Report
- Grant Awards
- First Gen Event held on Nov 8 & 9

PRESIDENT'S HIGHLIGHTS

President Grosskopf provided updates on the following:

- Activities Report
 - Will be in Atlanta during the 1st week of December for SACSCOC and will be doing a presentation with Dani Mays and Ellie Morgan on our Mentoring Program. His two terms of service are coming to an end with SACSCOC and he is planning to increase involvement with the Rural Community College Alliance.
- Hospital Parking Update
 - Received another email from MCMH expressing an interested in a 5-10 year agreement.
 - The Board attorney recommended 3 years with a 1-year renewal and 30 days' notice on either side. Upon general consensus, the Board instructed counsel to communicate this back to the hospital.
 - The President emphasized that the amount being charged is just to cover the cost of maintenance because we are not trying to make money off of the hospital.

ATTORNEY TIME

Mr. Mark Logan presented the following:

- Will follow up on the items approved contingent upon attorney review
- Will return revised lease agreement

GOOD OF THE ORDER

Graduation and BSN Pinning details were shared with the Board and responses requested for programs and seating arrangements.

Chair Lyons shared the Lafayette chapter of FFA's recent national win on Parliamentary Procedure in Indianapolis. All 6 of the members of the team are students at NFC and the two

agriculture teachers at the high school are Mr. Lyons' son and daughter. The Board congratulated Mr. Lyons and gave a round of applause for this exciting win.

The Chair then announced that the next meeting will be held on January 17, 2023, at 5:30 p.m. and asked Mr. Al Williams to pray before dinner and declared the meeting adjourned at 6:03 p.m.

Respectfully submitted,



John Grosskopf
President



Ricky Lyons
Chair

/Mmw