

OFFICIAL MEETING MINUTES

MINUTES:	TMCC REGULAR BOARD OF DIRECTORS MEETING
Meeting:	Board of Directors, Board of Trustees, Administration
Date/Time/Location:	7/27/15/15 – 5:00 p.m. – TMCC Board Room
Board of Directors Present:	Duane Poitra, Carla Peltier, JoAnne DeCoteau.
Board of Directors Absent:	Dr. Lana DeCoteau, Glenn Longie.
Board of Trustees Present:	Yvonne St. Claire, Dwight Trottier
Staff Present:	Dr. Jim Davis, Tracy Azure, Katrina Delorme, Wes Davis, Angel Gladue, Kellie Hall (Conference Call)
Guests:	None.
Officiating Recorder:	Jaclyn De Los Santos.

Agenda Item	Discussion – Conclusion	Recommendations or Actions
I. Call to Order	Chairman Poitra called the meeting to order at 5:15 p.m.	
II. Opening Prayer	Performed by Dwight Trottier.	
III. Roll Call	Performed by Jaclyn De Los Santos.	
IV. Approval of <u>Agenda</u>		Chairman Poitra requested a motion to approve the agenda. JoAnne DeCoteau made this motion, seconded by Carla Peltier. Discussion held. Request to move Position Descriptions up on the agenda. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.
V. Approval of Minutes <ul style="list-style-type: none"> • <u>6/17/15</u> 		Chairman Poitra requested a motion to table the June 17, 2015 minutes. Carla Peltier made this motion, seconded by JoAnne DeCoteau. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.
VII. Old Business		

<p>A. Position Description Approval by Katrina Delorme i. <u>Heavy Equipment Operator Instructor</u> ii. <u>Plumbing Tech Instructor</u></p>	<p>Katrina Delorme is requesting approval for two position descriptions to be approved under the DOL TREND Grant. These are budgeted in the TREND Grant.</p> <p>Katrina Delorme exited at 5:23 p.m.</p>	<p>Chairman Poitra requested a motion to approve the Heavy Equipment Operator Instructor position as presented which is funded under the TREND Grant. Carla Peltier made this motion, seconded by JoAnne DeCoteau. Discussion held. Possibly include the employment term along with the supervisor on the advertisement. Jaclyn De Los Santos performed roll call vote. All were in favor motion carried.</p> <p>Chairman Poitra requested a motion to approve the Plumbing Technology Instructor position as presented which is funded by the TREND Grant. Carla Peltier made this motion, seconded by JoAnne DeCoteau. Discussion held. Possibly include the employment term along with the supervisor on the advertisement. Jaclyn De Los Santos performed roll call vote. All were in favor motion carried.</p>
<p>B. Comprehensive Facility Use by Wes Davis/Wendy Van Duyne</p>	<p>The cost of the Comprehensive Facility Use is being paid by Title III.</p>	<p>This item will be tabled and the presentation will be held at the Board Retreat. Wendy is scheduled for Monday, August 3rd, 2015 at 3:00 p.m.</p>
<p>C. Board Minutes Software by Chad Davis</p>	<p>Request to table until the August meeting</p>	<p>Chairman Poitra requested a motion to table Board Minutes Software by Chad Davis until the August meeting. JoAnne DeCoteau made this motion, seconded by Carla Peltier. Jaclyn De Los Santos performed roll call vote. All were in favor</p>

<p>D. <u>Draft FY16 ICCA Budget by Tracy Azure</u></p>	<p>Chairman Poitra requested that Tracy Azure explain lane change. The lane change is for green lined employees, which they would switch to the next lane. We currently have a balanced budget. If Project HEART is approved, we will have a savings in our budget. This would carry the current Allied Health Programs, in addition, it would add two additional programs. The Allied Health Programs are currently under the balanced ICCA budget. Chairman Poitra is requesting a list of employees paid out of the ICCA budget.</p> <p>Dr. Davis recommends approving the budget as presented, keeping in mind that Title III funding will not be approved until September.</p>	<p>motion carried.</p> <p>Chairman Poitra is requesting a list of employees paid out of the ICCA budget provided at the next meeting. Requesting a monthly report to monitor the budgets.</p> <p>Chairman Poitra requested a motion to approve the budget with the lane change retroactive to July 1, 2015 and the lump sum compensation for red line employees to be paid at the same time as the retroactive pay for the employees who are eligible for a lane change; and if the HEART grant is funded, the freed up balance of \$276,241 will be budgeted back into the various department budgets. Carla Peltier made this motion, seconded by JoAnne DeCoteau. Jaclyn De Los Santos performed roll call vote. All were in favor motion carried.</p>
<p>E. Infrastructure Projects by Wes Davis</p>	<p>Wes Davis informed the Board that we are going to have a feasibility study performed on our infrastructure. We are waiting on bids for the cold storage building to get completed. The bids that were received were not able to complete the entire project as requested.</p> <p>Chairman Poitra inquired about if the Directors will need to approve, if the project will be over \$20,000. We will have to get approval from the Board, once we receive a successful bidder. Chairman Poitra is requesting that due diligence is put into the process. The Long Range Plan is started and moving along well. Bartlett will present the information in reference to the plan, which will be digital, a condensed report</p>	

	<p>for funding agencies, along with the original report. Discussion held.</p> <p>LED Bulb upgrade. Wes has been having issues with vendors trying to get the LED Bulbs. Once we get the LED Bulbs in the College, we will cut the price in wattage. Discussion held.</p>	
<p>F. A&E Firm Recommendation</p>	<p>The architects are from Design Intent Architects, which had the lower bid. The references provided good feedback. Discussion held.</p>	<p>Chairman Poitra requested a motion to approve the hiring of Design Intent Architects as the A&E Firm for the Allied Health Project. JoAnne DeCoteau made this motion, seconded by Carla Peltier. Jaclyn De Los Santos performed roll call vote. All were in favor motion carried.</p>
<p>G. <u>TMCC Catalog</u></p>	<p>Kellie Hall informed the Board that the catalog that is on the google drive is the most updated catalog. Discussion held.</p> <p>Wes Davis exited at 6:01 p.m.</p> <p>The fees for the CDL program have been decreased from \$1500 to \$1000. Discussion held.</p> <p>Angel Gladue exited at 6:20 p.m.</p>	<p>Chairman Poitra requested a motion to approve the 2015-2016 TMCC Catalog as presented.</p> <p>JoAnne DeCoteau made a motion to table the TMCC Catalog, seconded by Carla Peltier. Discussion held. Kellie Hall will provide the updates to the Board of Directors by tomorrow morning and will request a phone vote. Kellie Hall will send an email to the Board of Directors with the recommendation. All members voted No.</p> <p>Chairman Poitra requested a motion to approve the 2015-16 catalog with exclusion of the CDL 105 Novice Training/Lab pending rationale . Carla Peltier made this motion, seconded by JoAnne DeCoteau. Jaclyn De Los Santos performed roll call vote. All were in favor motion carried.</p>

<p>H. Board Training by Duane Poitra</p>	<p>Chairman Poitra informed the Directors that their is a Board training in San Diego in October. In addition, we previously discussed having a trainer to provide training at the retreat in December with a 4 hour session. We would like training that is specific to the Board of Directors. Discussion held. Getting a trainer in state for a 4 hour session at the Quarterly Board of Directors meeting in December. Discussion held. The Boards have requested to have other tribal colleges involved in the training a split the expense. Chairman Poitra requested that Dr. Davis have his contacts provide a brief summary of what would be covered. Ellen Schafey and Tom Allen would be the two individuals to contact.</p>	<p>The Board asked that Dr. Davis contact Ellen Schafey and Tom Allen, and ask that they each provide a brief summary of what they could provide for training. The Board is requested one 3 ½ hour session.</p>
<p>VIII. New Business</p>		
<p>1. Comptroller's Report by Tracy Azure a. PO's b. <u>Report</u></p>	<p>No PO's to present. Chairman Poitra stated he appreciates the Balance ICCA Budget.</p>	
<p>2. President's Report presented by Dr. Jim Davis c. <u>Monthly Report</u></p>	<p>Dr. Davis informed the Board that we will be having a data retreat, and invited the Board to attend. Discussion held in reference to leadership training. Chairman Poitra inquired about the GED graduates being so low. This is due to the testing changes. Discussion held.</p>	<p>Dr. Davis is asked to keep the Board updated in reference to the data retreat.</p>
<p>3. Vice President's Report by Kellie Hall d. <u>Monthly Report</u></p>	<p>Chairman Poitra inquired about the Student Services Director Position, which is reverted back to the Dean of Students position and it is being advertised. This was based on the current policy and this is to the President's discretion.</p>	

<p>4. Scholarship Proposal by Duane Poitra/John Frederick</p>	<p>John Frederick had informed Chairman Poitra that he would like to have a scholarship set up. He would like the Board members to donate one month's stipend to a scholarship. He would like the money donated to a student that had a bad semester, then came back, and had a good semester. Once a year the Boards agree that they donate their meeting stipend. The Board of Trustees and Board of Directors would be able to award the money. Also have the Foundation/Dr. Davis provide a match.</p> <p>Carla Peltier informed administration that she was frustrated that the institutional work program has never been put in place. Tracy Azure informed Carla that it was previously approved for 30 day comment period and this is awaiting the Boards approval for the Policy Manual.</p>	<p>Chairman Poitra requested that Dr. Davis put criterias together for the scholarship. Dr. Davis present the information at the Quarterly meeting in December.</p>
<p>VIII. Other Business</p>		
<p>XI. Next Meeting</p>	<p>Board Retreat: August 2, 2015 - August 5th, 2015 at Prairie Knights Casino & Lodging; 9 a.m. to 5 p.m. on August 3 and August 4. Regular Board Meeting: August 24, 2015; 5 p.m.</p>	<p>Kellie indicated that she will have a working document for the Board to work on policies.</p>
<p>XII. Adjournment</p>	<ul style="list-style-type: none"> • Meeting adjourned at 7:27 p.m. 	<p>Chairman Poitra asked for a motion to adjourn. Carla Peltier made this motion, seconded by JoAnne DeCoteau. Jaclyn De Los Santos performed roll call vote. All were in favor. Motion carried.</p>

Duane Poitra

Duane Poitra, Board of Directors Chairman

Jaclyn De Los Santos

Jaclyn De Los Santos, Board of Directors Recording Secretary