

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

October 18, 2022



Location:

**Olney Central College
305 N. West Street
Olney, IL 62450**

Dinner & Meeting – 6:15 p.m. – OCC Banquet Room

The mission of Illinois Eastern Community College District 529 is to deliver exceptional education and services to improve the lives of our students and to strengthen our communities.

**Illinois Eastern Community Colleges
Board Agenda**

October 18, 2022

6:15 p.m.

**Olney Central College
OCC Banquet Room**

1. **Call to Order & Roll Call**..... Chairman Carter
2. **Welcome from the Chair**..... Chairman Carter
3. **Recognition of Visitors and Guests** Mr. Roger Eddy
 - A. Visitors and Guests
 - B. IECEA Representative
4. **Public Comment**
5. **Reports**
 - A. Trustees
 - B. Chancellor
 - C. Presidents
6. **Approval of Consent Agenda**.....Chancellor Gower
 - A. Disposition of Minutes
 - B. Biennial Review Report 2022/ Drug-Free Schools and Communities Act
 - C. Student Complaint Annual Review
 - D. Affiliation Agreements:
 - i. Flora Rehabilitation & Health Care Center
 - ii. PT Solutions Holdings, LLC
7. **Action on Items Removed from Consent Agenda**..... Gower
8. **Policy First Reading (and Possible Approval)** Gower
 - A. None
9. **Policy Second Reading**..... Gower
 - A. None
10. **Staff Recommendations for Approval**
 - A. Approval to Purchase Used Vehicles..... Gower
 - B. Electricity Supplier Contract..... Mr. Hawkins

- C. Health & Dental Insurance Calendar Year 2023..... Gower
- D. Health Savings Accounts Calendar Year 2023..... Gower
- E. Affirmation of the IECC Mission, Vision, and Values Gower

- 11. **Bid Committee Report**..... Gower
 - A. OCC SimMom Manikin

- 12. **District Finance**
 - A. Financial Report..... Mr. Hawkins
 - B. Approval of Financial Obligations..... Mr. Hawkins

- 13. **Executive Session** Gower
 - A. 2(c)1 Employment/Appointment Matters
 - B. 2(c)11 Litigation

- 14. **Approval of Executive Session Minutes**
 - A. Written Executive Session Minutes Gower
 - B. Audio Executive Session Minutes Gower

- 15. **Approval of Personnel Report**.....Mrs. McDowell

- 16. **Collective Bargaining** Gower

- 17. **Litigation**..... Gower

- 18. **Other Items**

- 19. **Adjournment**

Minutes of a regular meeting of the Board of Trustees of Illinois Eastern Community Colleges – Frontier Community College, Lincoln Trail College, Olney Central College, Wabash Valley College – Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois, held in OCC Banquet Room, Olney Central College, Olney, Illinois, Tuesday, October 18, 2022.

AGENDA #1 – “Call to Order & Roll Call” – At the request of Chairman Gary Carter and by acclamation, Acting Chairperson Brenda Culver called the meeting to order at 6:15 p.m. and directed the Secretary Pro Tempore, Barbara Shimer, to call the roll.

Roll Call: The Secretary Pro Tempore called the roll of members present and the following trustees answered to their names as called and were found to be present:

John Brooks, Roger Browning, Brenda K. Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student Trustee Raechel Hnetkovsky was also present. Trustees absent: Gary Carter. There being a quorum present, the Chair declared the Board of Trustees to be in open, public session for the transaction of business.

(Note: In accordance with Board of Trustees Policy No. 100.4, the student trustee shall have an advisory vote, to be recorded in the Board Minutes. The advisory vote may not be counted in declaring a motion to have passed or failed.)

Also present at this meeting, in addition to trustees:

Ryan Gower, Chancellor.

Jay Edgren, President of Frontier Community College.

Matt Fowler, President of Wabash Valley College.

Zahi Atallah, President of Lincoln Trail College.

Alex Cline, Director of Information & Communications Technology.

Ryan Hawkins, Chief Financial Officer/Treasurer.

Andrea McDowell, Director of Human Resources.

Roger Eddy, Interim President of Olney Central College.

AGENDA #2- “Welcome from the Chair”- Chairman Culver welcomed all who were present for the meeting.

AGENDA #3 – “Recognition of Visitors & Guests” –

#3-A. Visitors & Guests: Visitors and guests present were recognized.

#3-B. IECEA Representative: None.

AGENDA #4 – “Public Comment” – None.

AGENDA #5 – “Reports” –

#5-A. Report from Trustees: None.

#5-B. Report from Chancellor: Chancellor Gower provided details on opportunities and challenges in addition to his electronic report.

#5-C. Report from Presidents: Reports were presented from the Presidents.

AGENDA #6 “Consent Agenda” - The following consent agenda items were presented for approval.

#6-A. “Disposition of Minutes”: Open meeting minutes as prepared for the regular meeting held Tuesday, September 20, 2022, were presented for disposition.

#6-B. “Biennial Review Report 2022/ Drug-Free Schools and Communities Act”: Chancellor Ryan Gower recommended approval of the Drug Free Schools and Communities Act Biennial Review Report and asked the board to authorize its submission to the Department of Education. The District is required to report every two years on compliance to specific requirements set by the U.S. Department of Education. The report certifies that requirements have been met for the creation of programs that IECC has adopted and implemented to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.

#6-C. “Violence Prevention Plans”: To provide a safe and secure environment and to ensure compliance with the Campus Security Enhancement Act of 2008, the Illinois Eastern Community College District maintains a Violence Prevention Plan. Chancellor Gower recommended approval of the Violence Prevention Plan as provided separately to the Board.

#6-D. “Affiliation Agreements”: Chancellor Gower recommended approval of affiliation agreements between Illinois Eastern Community Colleges and Flora Rehabilitation & Health Care Center and PT Solutions Holdings, LLC.

Board Action to Approve Consent Agenda: Trustee Roger Browning made a motion to approve the consent agenda as presented. Trustee Brady Waldrop seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Gary Carter. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #7- “Action on Items Removed from Consent Agenda”- None.

AGENDA #8- “Policy First Reading (and Possible Approval)”- None.

AGENDA #9- “Policy Second Reading”- None.

AGENDA #10- “Staff Recommendations for Approval”- The following staff recommendations were presented for approval.

#10-A. Approval to Purchase Used Vehicles: - Chancellor Gower recommended approval to seek bids and quotes to procure used vehicles that meet required specifications, while adhering to all other procurement procedures and policies, for the use of transporting students.

Board Action: Trustee Brady Waldrop made a motion to approve seeking bids and quotes. Trustee Jan Ridgely seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: None. Trustees Absent: Gary Carter. The motion having received 6 yea votes and 0 nay votes the Chair declared the motion carried.

#10-B. Electricity Supplier Contract – Chief Financial Officer, Ryan Hawkins recommended a 12-month contract with DaCott Energy Services, Ltd for electric power service.

Board Action: Trustee Roger Browning made a motion to enter a 12-month contract for electric services. Trustee Barb Shimer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: None. Trustees Absent: Gary Carter. The motion having received 6 yea votes and 0 nay votes the Chair declared the motion carried.

#10-C. Health & Dental Insurance Calendar Year 2023: Ryan Hawkins reviewed information on employee health and dental insurance coverage. The current IECC Marketplace makes available four different health insurance options including a \$250 deductible plan, a \$1,500 deductible plan, a \$2,650 deductible plan, and a \$6,000 deductible plan.

The District will contribute \$937.89 per month for health benefits and \$30.25 per month for dental benefits. The calendar year 2023 premiums represent an increase of 9.8% for health insurance and a 2.3% decrease for dental insurance.

In addition to health and dental insurance, employees will continue to have the option to purchase identity theft protection services, vision, critical illness, accident, hospital indemnity, term life, and long term disability insurance at their own expense.

By choosing one of the Qualified High Deductible Plans (\$1,500, \$2,650, or \$6,000 deductible) the employee will qualify for a Health Savings Account (HSA). The District will continue to offer the Medical Reimbursement Plan (MRP) for eligible employees that waive coverage through the group health plan. The Chancellor recommended approval of the plans and premiums as negotiated with Blue Cross Blue Shield to be offered under the IECC Marketplace.

Board Action: Trustee Jan Ridgely made a motion to approve the Health and Dental Insurance plans as recommended for Calendar Year 2023. Student Trustee Raechel Hnetkovsky seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Absent. Trustees voting nay: None. Trustees absent: Gary Carter. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#10-D. Health Savings Accounts Calendar Year 2023: Ryan Hawkins informed the Board that since February of 2010 the Board has approved the offering of a Qualified High Deductible Health Plan. The Board also implemented a plan allowing Health Savings Accounts (HSA) that enabled qualified employees to set aside money in pre-tax dollars. The Chancellor recommended that the Board make a \$1,000 contribution for Calendar Year 2023 to each qualified employee's HSA. A qualified employee being all bargaining unit faculty employees and all non-bargaining unit employees working at least 40 hours of service per week as defined in Business Procedure 300.1 for Employee Benefits.

Board Action: Trustee Roger Browning made a motion to approve a \$1,000 contribution for Calendar Year 2023 to each qualified employee's Health Savings Account. Student Trustee Raechel Hnetkovsky seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Gary Carter. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#10-E. Affirmation of the IECC Mission, Vision, and Values: Chancellor Gower asked the board to review and affirm our mission and vision statements and the values that reflect what we expect of the organization and our employees.

Board Action: Trustee Jan Ridgely made a motion to affirm the mission, vision, and values of the District. Trustee Roger Browning seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Gary Carter. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #11 – “Bid Committee Report” – Chancellor Gower recommended approval of the bid committee report based on the lowest responsible bid, considering conformity with specifications, terms of delivery, quality, and serviceability.

The Bid Committee recommends accepting the bid from Laerdal Medical Corporation for a total of \$77,268.38.

SimMom Manikin	
Tuesday, October 11, 2022 @ 2:00 p.m. DO Conference Room	
Company	Bid
Laerdal Medical Corporation Wappingers Falls, NY	\$77,268.38

Respectfully submitted,

Ryan Gower
Ryan Hawkins

Department: Olney Central College Nursing program.

Source of Funds: Pipeline for the Advancement of the Healthcare Workforce (PATH) grants passed through the Illinois Community College Board.

Rationale for Purchase: The proposal from Laerdal Medical Corporation was the lowest responsible bidder in conformity with the bid specifications.

The “Advertisement for Bids” was placed in The Hometown Register for one (1) day. In addition, individual invitations to bid were sent directly to potential vendors.

AGENDA #12 – “District Finance” – The following district financial matters were presented by CFO and Treasurer, Ryan Hawkins:

#12-A. Financial Reports: The monthly financial reports were presented, including the treasurer's report, showing the balance in all funds as of September 30, 2022.

#12-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for October 2022, totaling \$1,500,109.83, were presented for approval.

Board Approval for Payment of Financial Obligations: Trustee Jan Ridgely made a motion to approve payment of district financial obligations for October 2022, in the amounts listed. Trustee Barb Shimer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Gary Carter. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #13 – “Executive Session” – The Board of Trustees went into executive session at 7:49 p.m. and the executive session was adjourned at 8:56 p.m. and returned to regular session. Separate minutes for the closed executive session meeting have been prepared for this meeting.

AGENDA #14 – “Approval of Executive Session Minutes” – Trustee Roger Browning made motion to approve written and audio executive session minutes of a closed session held during the regular meeting, Tuesday, September 20, 2022, as presented. Trustee Brady Waldrop seconded the motion and the following trustees voted yea: John Brooks, Roger Browning, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Gary Carter, None. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #15 – “Approval of Personnel Report” – Andrea McDowell reviewed the following Personnel Report and the Chancellor recommended approval.

400.1. Employment of Personnel

A. Professional, Non-Faculty, Exempt

1. Jamie Carman, Director of Academic Records, DO, effective November 7, 2022.

B. Classified

1. Sueko Davis, Custodian, LTC, effective October 24, 2022.

2. Avery Miller, Custodian, OCC, effective October 24, 2022.
3. Leticia Avila, Custodian, WVC, effective October 24, 2022.

400.2. Change in Status

A. Faculty

1. Maverick Fisher, Welding Specialist, Title III, OCC, to Welding Instructor, OCC, effective January 9, 2023.

400.3. Special Assignments (Attachment)

400.4. Approval of Proposed Non-College Employment

<u>Name</u>	<u>Employer</u>	<u>Days per Academic Year</u>
Tracy Smith	SSM Health – Good Samaritan Mount Vernon, IL	18

400.5. Resignation Ratifications

A. Faculty

1. Stephen Murray, Workforce Education Instructor, effective September 30, 2022.

B. Professional, Non-Faculty, Exempt

1. James Brenneman, Head Baseball Coach, FCC, effective September 30, 2022.
2. Michael Carpenter, Head Men’s Basketball Coach, WVC, effective September 23, 2022.
3. John Asa Deffendall, Bookstore Manager, WVC, effective October 7, 2022.

C. Professional, Non-Faculty, Non-Exempt

1. Michele Anderson, Coordinator, Employment & Benefits, DO, effective October 14, 2022.
2. Laurie Perry, HR Coordinator, DO, effective November 18, 2022.

C. Classified

1. Adam Roesch, O & M Team Leader, WVC, effective October 18, 2022.

ADDENDUM

400.7. Approval to Hire Assistant Director of Human Resources, DO, Prior to November Board Meeting

#15- Board Action to Approve Personnel Report: Trustee John Brooks made a motion to approve the Personnel Report as presented. Trustee Jan Ridgely seconded the motion, and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Gary Carter. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #16 – “Collective Bargaining” None.

AGENDA #17 – “Litigation” – Chancellor Gower provided an update on ongoing litigation.

AGENDA #18 – “Other Items” – None.

AGENDA #19 – “Adjournment” – Trustee Culver made a motion to adjourn. Student Trustee Raechel Hnetkovsky seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The voice vote was taken. The Chair declared the “Ayes” have it, the motion is adopted, and the meeting was adjourned at 9:09 p.m.

Approved: Chairman: _____

Secretary: _____