

## COUNTY OF HOWARD

The Board of Trustees of the Howard County Junior College District met for an executive session and regular meeting in the Fireplace Room in the Student Union Building on the Big Spring site and by telephone conference call on Monday, January 24, 2022.

The following members of the Board and District Administration were present:

Dr. John Freeman, Chairman  
Maxwell Barr, Vice-Chairman  
Adrian Calvio, Secretary in person and by phone  
Dr. Marisha Beck  
Mark Morgan by phone  
Ben Zeichick by phone

Cheryl T. Sparks, Ed.D., President  
Amy Burchett, Ed.D., Executive Vice-President by phone  
Danny Campbell, Executive Dean, SWCD  
Pam Callan, Executive Dean, San Angelo by phone  
Brenda Claxton, Chief Fiscal Officer/Controller  
Eric Hansen, Chief Technology Systems/Data Security Officer by phone  
Rhonda Kernick, Chief Human Resources Officer by phone  
Fabian Serrano, Chief Operations and Safety/Security Officer  
Steve Smith, Chief Business Officer/Internal Auditor

Others present were:

Julie Bailey, Chief of Staff  
Monica Castro, Director/Lamesa by phone  
Roger Cline, *Big Spring Herald*  
Ricky Creswell, Security  
Emma Garcia, Executive Assistant  
Terry Hansen, Chief Special Projects  
Cindy Smith, Dean Student Success/Public Information Officer by phone  
Michael Smith, Fowler Law Firm by phone  
Jan Thomas, Logan, Thomas and Johnson, LLC by phone

Dr. Sparks explained procedures of the telephonic meeting. Chairman John Freeman called the meeting to order at 10:00 a.m. in accordance with Texas Government Section, 551.045 with Ben Zeichick and Mark Morgan positioned in remote connection and Dr. Freeman, Maxwell Barr, Marisha Beck, and Adrian Calvio located in the Fireplace Room in the SUB on the Big Spring campus. Roll call was taken by voice response. Based on the suspended proceedings of the Open Meetings Act in accordance with Section 418.016 of the Texas Government Code, the meeting was open to the public through remote connection utilizing a toll-free number for audio purposes and visual presentation available on the website. The public was also entitled to participate and address the Board onsite. The meeting was recorded and will be available on the website.

Trustees moved into executive session under Litigation/551.071 and Personnel/551.074 to confer first with Attorney Michael Smith concerning the Travelers Indemnity Company/Insurance Claim for Hail Storm 3/1/2021, and the confidential agreement and general release with Thesis America, Inc./Student Information System. The Board then conducted a Board self-evaluation.

After a brief recess for lunch, Chairman Freeman reconvened the meeting at 12:31 p.m. and Maxwell Barr led the invocation.

Next, the public was given the opportunity to communicate with the board. There were no comments.

Trustees considered routine matters including the minutes of the regular meeting on December 13, 2021, financials for December 2021, monthly reports of auxiliary services, personnel matters, and an Internal Audit Report. Mr. Barr made the motion to approve the routine matters (see attached). Dr. Beck seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees moved to New Business. The first item was Visioning/Future Directions. Trustees considered the confidential settlement agreement and general release with Thesis America, Inc. Mr. Barr made the motion to approve the settlement agreement. Mr. Zeichick seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks briefly shared the implementation for the student information system/CAMS would commence immediately with a planned launch in March 2022 with a 12-15 month timeline.

Next, Dr. Sparks shared the COVID-19 Response Status #21 to date that is on the website. There were no changes to the *Open Howard College* plan.

Next, Trustees considered several resolutions including recognition of the twenty-six ISD Boards in our service area, resolution of thanks for the Dora Roberts Foundation grant for \$170,000 that funded two nursing chairs and student scholarships on the Big Spring campus, resolution of thanks for Steve and Jo Stone who donated \$25,000 to establish the Derek Wayne Griffith Memorial Endowed Scholarship for Big Spring choir students, resolution of thanks for the Ellis Family Foundation grant for \$20,000 for student scholarships on the San Angelo campus, and resolution for Fred Krebs who donated \$25,000 in total to establish the Fred Krebs Endowed scholarship for each campus that included \$10,000 for the Big Spring/Lamesa campuses, \$10,000 for the SWCD campus and \$5,000 for the San Angelo campus. Dr. Beck made the motion to approve the resolutions. Mr. Morgan seconded the motion. All Trustees present voted in favor of the motion.

The second item under New Business was Performance Measures/Outcomes. Jan Thomas presented the preliminary audit which would be totally completed that week and shared she did not anticipate any changes after finishing touches were added. Board members would be given the final product. She indicated that the financial statements presented fairly in all material respects, the financial position of the district as of August 31, 2021 and 2020, and the changes in financial position and cash flows for those years ended in accordance with generally accepted accounting principles. Trustees and Dr. Sparks thanked Brenda Claxton and team on their terrific work. There were no findings on the audit. The fund balance information for the district as well as for individual budgets for each campus was also shared with the Board.

The third item under New Business was Monitoring. Trustees considered the purchase of student information system servers, storage and servers software for the CAMS implementation. Since the bid information was still being gathered, and anticipating it could exceed the bid limit requiring Board approval, Dr. Sparks requested authority to purchase with the best bid received and she would report on the purchase at the next board meeting. Mr. Barr made the motion to grant authority to the administration to make the purchase. Mr. Morgan seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees passed on handbook and catalog changes.

Next, Trustees were updated on construction/renovation projects. Terry Hansen shared work to date on the Big Spring/SWCD roof projects. Trustees considered change order #5. Dr. Sparks shared that change order #5 would address parts of Hail Storm #3 repair and requested authority to approve the change order when details were completed not to exceed the price of \$198,050. She stated she would report the final amount at the next board meeting. Mr. Zeichick made the motion to grant authority to the administration to approve change order #5 not to exceed \$198,050. Dr. Beck seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks shared that additional Hail Storm #3 repairs will be addressed with Travelers payment for that claim. More information will be shared as it is determined how to proceed.

Next, Dr. Sparks reviewed the Board calendar of significant events. She recognized Kaitlyn Brosh for the Special Recognition Award she received from the San Angelo Chamber and Pam Callan who has worked with the San Angelo Covid-19 Task Force which was also recognized by the Chamber for its work with the Chairman's Award.

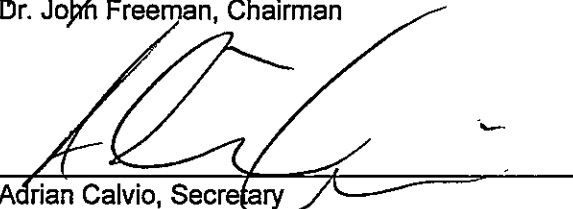
The last agenda item was Board Education and Development. Trustees considered the Order of Election for the May 7, Trustee election. Mr. Calvio made the motion to approve the Order. Mr. Barr seconded the motion. All Trustees present voted in favor of the motion.

Next, Trustees considered the Election Services contract with the County Elections Office. Mr. Morgan made the motion to approve the contract. Dr. Beck seconded the motion. All Trustees present voted in favor of the motion.

Next, Dr. Sparks updated Trustees on legislative and general matters. Trustees also discussed attendance and requested presentation for the Board of Trustees Institute that will be held on March 1-2, in San Antonio.

There being no other business, Trustees adjourned at 1:20 p.m.

  
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Dr. John Freeman, Chairman

  
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Adrian Calvio, Secretary  
By Julie Bailey