



ACCREDITATION EVIDENCE

Title: Board of Trustees Regular Meeting –II. Administrative Information and Updates; C. New Business 9. Approval of Reopening Plan Page 12.

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Board of Trustees

REGULAR MEETING MINUTES

July 15, 2020

Trustees Present:

Regina Clark, President
Dr. Veronica Donaldson, Secretary
Kenneth Lorimer, Treasurer
Carl Demshar
George Eckman
Shannon Honaker

Trustees Absent:

Dr. Greg Erramouspe, Vice President

Also Present:

Dr. Kim Dale, College President	
Dr. Cliff Wittstruck, VP for Student Learning	
Burt Reynolds, VP for Administrative Services	
Joy Adams, Assoc. VP of Human Resources	
Dr. Dustin Conover, Dean of Students	
Debbie Baker	Jim Gustafson
Kasey Damori	Kim Emerson
Danette Winn	Mark Rembacz
Erin Taylor	Jennifer Baguma
Lyndsey Love	Caleb Smith
Lu Sweet	Bill Formanek
Amy Galley	Chase Galley
Eric Delora	Steve Iriki
Linda Day	John Freeman
Kandy Frink	

NOTE: This meeting was held via Zoom video conference

REGULAR BOARD OF TRUSTEES MEETING

I. AGENDA

A. Call to Order

The regular meeting of the Western Wyoming Community College District Board of Trustees was called to order at 7:15 p.m., Wednesday, July 15, 2020, via Zoom video conferencing, President Regina Clark presiding.

B. Approval of Agenda

1. Trustee Honaker made a motion to approve the consent and regular agendas as presented. The motion was seconded by Trustee Eckman and was approved by vote.

II. REPORTS

A. Athletics Annual Report

Dr. Lu Sweet presented the annual report for Athletics. Dr. Sweet referred Board members to the written report provided and asked if there were any questions. President Clark asked Dr. Sweet to provide information on the changes to the 2020-21 sports seasons from the NJCAA. Dr. Sweet said the NJCAA moved the competition portion of Volleyball and Women's Soccer to the spring semester, although they will be allowed to practice and play scrimmages during the fall semester. Dr. Sweet said the

practice/scrimmage portion of the season has been moved up for winter sports to have those pre-season activities completed before Thanksgiving.

Trustee Eckman commended Dr. Sweet on the Athletics section in the reopening plan, saying that he is pleased to see the precautions being taken for travel and team activities, saying that the plan is very detailed. Trustee Eckman said recent news implies that the COVID-19 virus may cause permanent neurological damage in young people which is very concerning. Trustee Eckman also said airlines are filling planes to capacity which creates inherent dangers in flying. Dr. Sweet said those concerns are universal among athletic directors and the NJCAA. The Board thanked Dr. Sweet for her report.

B. Outreach Annual Report

Ms. Kasey Damori presented the annual report for Outreach. Ms. Damori reviewed the statistics for Outreach, including total FTE's, online enrollment, dual and concurrent enrollment and credit enrollment figures at various Outreach sites. Ms. Damori commended the staff of the Center for Teaching, Learning and Innovation (CTLI), saying that the team conducted 35 training sessions and assisted faculty in converting 350 face-to-face courses to online instruction. Ms. Damori went over the current initiatives including the creation of an online faculty certification course, the development of a faculty resource page, and a weekly webinar series. Ms. Damori commended Ms. Beth Gard and various stakeholders on the development of the fast-track business degree. Ms. Damori also commended Mr. Jason Barnett on being chosen as the Innovative Teacher of the Year. Ms. Damori reported that Western's faculty were nominated as a whole for their innovation, compassion and caring.

Trustee Honaker asked if we have students in Star Valley. Ms. Damori said the students in Star Valley are all concurrent students and are included in the totals for concurrent enrollment. Dr. Dale said that the Board discussed the HLC quality initiative at their retreat in June and asked Ms. Damori to elaborate. Ms. Damori said the CTLI focuses on instructional development and quality. Ms. Damori gave a brief review of the staff and their general duties. Ms. Damori said the CTLI helps faculty reach today's students. President Clark congratulated Mr. Jason Barnett on his award. The Board thanked Ms. Damori for her report.

BREAK FOR PUBLIC HEARINGS

Trustee Eckman made a motion to recess the regular meeting to hold public hearings on the FY20 Budget Transfers, the FY21 BOCES Mill levy and the FY21 Budget Adoption. The motion was seconded by Treasurer Lorimer and was approved by vote. The regular meeting was recessed at 7:30 p.m.

A. FY20 Budget Transfers

President Clark called for any public comments on the FY20 Budget Transfers. President Clark repeated the call for comments twice more. Hearing no comments, President Clark declared the public hearing for the FY20 Budget Transfers adjourned.

B. FY21 BOCES Mill Levy

President Clark called for any public comments on the FY21 BOCES Mill Levy, repeating the call twice more. Hearing no comments, President Clark declared the public hearing for the FY21 BOCES Mill Levy adjourned.

C. FY21 Budget Adoption

President Clark called for any public comments on the FY21 Budget Adoption. President Clark repeated the call for comments twice more. Hearing no comments, President Clark declared the public hearing for the FY21 Budget Adoption adjourned.

RECONVENE REGULAR MEETING

Trustee Eckman made a motion to reconvene the regular meeting. The motion was seconded by Treasurer Lorimer and was approved by vote. The regular meeting was reconvened at 7:35 p.m.

II. REPORTS - Continued

C. Western Celebrations

Dr. Dale said the COVID-19 Crisis Team has completed Western's reopening plan which will be considered for approval later in the meeting. Dr. Dale said the team has worked very hard on providing appropriate levels of detail in the plan in the face of continually changing guidelines and restrictions. President Clark thanked the CCT members and Administration for their diligence in keeping our students safe while maintaining progress towards completing their educational goals.

III. PUBLIC COMMENT

A. Visiting Delegations

None

B. Questions/Media/Public

None

IV. ADMINISTRATIVE INFORMATION AND UPDATES

A. President and Staff Updates

Dr. Dale thanked the Board for the thoughtful dialogue during the recent Board retreat. Dr. Dale also thanked the Board for their support on the proposed nursing facility, saying that the project was authorized by the state, although no funding was allotted. Dr. Dale said a level-two study will be conducted for the facility, saying that nine proposals were submitted in response to our request for proposals on the project.

Dr. Dale reported that although she has not reviewed the final bill, she believes Western's HVAC and piping repairs are included in the Capital Construction Bill. Dr. Dale said it appears that the funding will be approved. Dr. Dale said that Governor Gordon expressed support for the funding, saying that Western has a big, beautiful building that needs to be taken care of.

V. BOARD INFORMATION AND UPDATES

A. Recognition Presentation

President Clark presented Mr. John Freeman with a 'Friend of the College' award in recognition of his life-long commitment and dedication to education. President Clark read a brief biography and thanked Mr. Freeman for his dedication. President Clark wished Mr. Freeman well in his retirement. Mr. Freeman thanked the Board, saying that he will miss working with students.

B. Trustee Questions/Topics

None

C. BOCES Reports

President Clark said the Uinta County #1 BOCES approved their FY21 budget at their meeting last night.

Treasurer Lorimer said Sublette County #9 BOCES was scheduled to act on their FY21 budget this evening.

D. Topics for Future Workshop Agendas

Policies and Procedures
Shared Governance
Diversity, Equity and Inclusion
Dual/Concurrent Enrollment
Erin Taylor, Taylor Strategies and Consulting
Accreditation
Colleague and Recruit Improvements
Perkins 5 - Comprehensive Local Needs Assessment

Trustee Eckman asked to discuss the state's interest in creating a 'Big S' statewide community college system at a future workshop.

E. Calendar of Future Events

July 15 5:30 p.m.	Regular Board of Trustees Workshop Video Conferencing
July 15 7:15 p.m.	Regular Board of Trustees Meeting Video Conferencing
Aug. 3-6	ACCT Governance Leadership Institute Virtual
Aug. 13 6:00 p.m.	Regular Board of Trustees Workshop Video Conferencing
Aug. 13 7:15 p.m.	Regular Board of Trustees Meeting Video Conferencing
Aug. 24	Fall Classes Begin
Sept. 7	Labor Day Holiday
Sept. 10 6:00 pm.	Regular Board of Trustees Workshop TBA
Sept. 10 7:15 p.m.	Regular Board of Trustees Meeting TBA

President Clark said there is a possibility that the September Board meeting will be held in person.

VI. MINUTES

A. Approval

1. Treasurer Lorimer made a motion to approve the minutes of the June 11, 2020 regular meeting as presented. The motion was seconded by Trustee Demshar and was approved by vote.

2. Treasurer Lorimer made a motion to approve the minutes of the June 17, 2020 special meeting as presented. The motion was seconded by Trustee Eckman and was approved by vote.
3. Trustee Demshar made a motion to approve the minutes of the June 25, 2020 special meeting as presented. The motion was seconded by Treasurer Lorimer and was approved by vote.

VII. FINANCIAL REPORTS/TRANSACTIONS

A. Clearing Accounts and Electronic Funds Transfers

Treasurer Lorimer moved to ratify the Clearing Accounts as designated in the amount of \$2,702,705.53 and the Electronic Transfers as designated in the amount of \$377,476.24 for a grand total ratification of \$3,080,181.77. The motion was seconded by Trustee Eckman and was approved by vote.

<u>Clearing Accounts</u>	<u>Warrant Nos.</u>	<u>Amount</u>
Vouchers	309433 through 309781	\$1,646,589.47
ACH Payments*	E00005833 through E00005885	
TIAA CREF		\$99,958.06
Advices	068601 through 069098	<u>\$956,158.00</u>
Total – All Clearing Account Warrants		\$2,702,705.53
*=included in Vouchers Total		

Electronic Funds Transfers

Payroll Tax Payments to I.R.S.

<u>From</u>	<u>To</u>	<u>Amount</u>
US Bank A/C# 147497000116	EFTPS-CHICAGO USATAXPYMT	\$300,623.79

Credit Card Payments to US Bank Corporate Payment System

<u>From</u>	<u>To</u>	<u>Amount</u>
US Bank A/C# 147497000116	EFT US Bank CC Payments	\$76,852.45

Bank to Bank Transfers 0.00

Investment Transfers 0.00

Total Electronic Funds Transfers \$377,476.24

GRAND TOTAL FOR BOARD RATIFICATION \$3,080,181.77

(Copies of Warrant Registers are filed in the Addendum and become a part of the official Board Minutes.)

VIII. RECOMMENDED ACTION

A. Old Business

1. Second Reading, New Policy: Exceptions to Alcohol Use

Administration recommends that the Board consider a new Board Policy on Exceptions to the Use of Alcoholic Beverages. If approved, this Board Policy would be in the 1000 (Community Relations) series. The proposed new Board Policy sets forth the provision for the College President to consider requests to allow alcohol possession and/or consumption at events on College property. An appropriate Administrative Procedure will be developed to clarify the criteria that will be used to inform the decision on any request. This procedure will be provided to the Board as soon as it is developed. Administration anticipates that this provision will be rarely used but will allow the flexibility to have alcohol present at events when appropriate and approved. Only the College President will be allowed to grant or deny the request.

Recommendation:

To approve the new Board Policy on Exceptions to the Use of Alcoholic Beverages as presented.

Dr. Dale gave a brief explanation of the new proposed policy, saying that no changes have been made since the first reading. Treasurer Lorimer made a motion to approve the new Board Policy on Exceptions to the Use of Alcoholic Beverages as presented. The motion was seconded by Trustee Demshar and was approved by vote.

2. Second Reading, 1330A Use of College Facilities

Administration is requesting revisions to Board Policy 1330A, Use of College Facilities and the associated Administrative Procedure. The sole revision to the policy is to direct readers to the priority list for use of facilities contained in the Administrative Procedure. Revisions to the procedure include position title corrections, language clarifications and removal of prohibitions on facility use in the summer. The most significant change to the Administrative Procedure is the addition of a statement regarding the potential to have alcohol present during events with prior approval from the College President. The Board had the second reading on a proposed Board Policy detailing this exception earlier this evening. Administration would like to add this provision to allow the College President to consider requests to have alcohol present on campus for events, based on the type of event, the expected audience and other factors. This provision would allow Administration to host events on campus such as the traditional reception for Commissioners from the Wyoming Community College Commission when they hold their quarterly meeting at Western. It is anticipated that this provision would be rarely used.

Recommendation:

To approve the revisions to Board Policy 1330A, Use of College Facilities, as presented.

Dr. Dale gave a brief explanation of the proposed revisions to 1330A, saying that no changes have been made since the first reading. Trustee Honaker made a motion to approve the revisions to Board Policy 1330A, Use of College

Facilities, as presented. The motion was seconded by Secretary Donaldson and was approved by vote.

3. Second Reading, New Policy: Timely Warnings

Administration has determined a need to have a policy and procedure regarding Timely Warnings to the Campus Community. Timely warnings are a requirement of the Clery Act. The proposed Board Policy establishes the intent to comply with the Clery Act requirements. The Administrative Procedure establishes the procedures for the College regarding the circumstances and delivery of these warnings. If approved, the Board Policy and Administrative Procedure would be in the 3000 (Business Operations) series. The Administrative Procedure is provided for information only.

Recommendation:

To approve the new Board Policy on Timely Warnings to the Campus Community as presented.

Vice President Reynolds gave a brief explanation of the new proposed policy, saying that no changes have been made since the first reading. Trustee Honaker made a motion to approve the new Board Policy on Timely Warnings to the Campus Community as presented. The motion was seconded by Treasurer Lorimer and was approved by vote.

B. Consent Agenda

1. Acceptance of Federal and State Adult Education (AE) Grants

This is an annual grant renewal that provides federal and state funding to support adult education, literacy, English language acquisition and workforce preparation programs at Western. This grant is administered by the Learning Center. The grant award for FY21 will be:

Federal Adult Education Grant:	\$ 84,836.50
State Adult Education Grant:	\$131,474.46
Federal Corrections Grant:	\$ 24,376.80
Total:	\$240,687.76

Recommendation:

To accept the 2020-21 Federal Adult Education grant funds in the amount of \$84,836.50, the State Adult Education grant funds in the amount of \$131,474.46, and the Federal Corrections grant funds in the amount of \$24,376.80; to give authority to spend the monies for the purposes specified in the grants, and to increase the state fund by \$131,474.46 and the federal fund by \$109,213.30.

Trustee Eckman made a motion to approve the recommendation from Administration on the consent agenda. The motion was seconded by Trustee Honaker and was approved by vote.

C. New Business

1. FY20 Budget Transfers

At the end of a fiscal year, it is often necessary to transfer budget funds from one or more program areas to one or more program areas in the Unrestricted Operating fund. These transfers are to ensure that a program area is not over-expended.

The following FY 2019-20 Unrestricted Operating Fund budget transfers need to be made:

FROM	To	Amount
Administrative Services	Student Learning	\$200,000

Recommendation:

To transfer FY 2019-20 Unrestricted Operating Fund Budget funds as described.

Vice President Reynolds gave a brief explanation of the budget transfer, saying that a public hearing was held earlier this evening. Secretary Donaldson made a motion to transfer FY19-20 Unrestricted Operating Fund Budget funds as described. The motion was seconded by Trustee Honaker and was approved by vote.

2. FY21 College-Levied BOCES Millage

Western first levied the optional one-half mill that is allowed by the Cooperative Educational Services statute, WS 21-20-110 (h) for FY08. The amount levied was .4 of one mill for one year. The intention was that the amount would not be levied again until all the revenue was expended. The Sweetwater BOCES Board agreed to administer the funds on March 17, 2007 and the levy was approved by the WWCC Board of Trustees in April 2007. This levy covered the cost of the program for three years. In 2010-11, the request was adjusted to assess a much smaller millage on an annual basis to cover each year's costs for sponsored programs. Western levied .000225 of a mill to cover the cost of these programs in FY12-15, as some carryover remained to supplement the subsequent year's funding. The levy is utilized to pay for the Sweetwater County Graduate Scholarship, dual enrollment tuition for Sweetwater County high school students, the 16 to Succeed incentive for Sweetwater County students who complete their WWCC degree within the two years (full-time) or four years (part-time), the GED completion scholarship, transition to college seminar for GED students, 30% of the Peer Tutor Center budget, and salary and benefits and operating expenses for the high school transitions coordinator for efforts expended for the benefit of Sweetwater County students. The out of county efforts are covered in the general operating funds. The mill levy recommended is the same as that which was levied in FY15-20 and should generate \$783,900 in FY21. This amount will cover the estimated enrollment and special programming initiatives and 16 to Succeed stipends for Sweetwater County students.

Recommendation:

To approve the levy of .331 of a mill for FY21 to fund the specifically defined programs outlined in the budget.

Vice President Reynolds gave a brief explanation of the FY21 BOCES Mill Levy, saying that a public hearing was held earlier this evening. Trustee Eckman made a motion to approve the levy of .331 of a mill for FY21 as described. The motion was seconded by Treasurer Lorimer and was approved by vote.

3. FY21 Budget Adoption

The Board of Trustees is required to adopt a Fiscal Year 2020-21 Annual Budget. A public hearing was held online earlier this evening to gather public comments regarding this budget. The budget is ready for Board consideration/adoption. The Associate Vice President of Finance will make a brief presentation at the meeting.

Recommendation:

To adopt the Fiscal Year 2020-21 Annual Budget as presented; to approve the Resolution to Provide Income; and to approve the Expenditure Authority Resolution.

Vice President Reynolds asked Associate Vice President Baker to present the budget. Associate Vice President Baker gave a brief explanation of the proposed FY21 budget, saying that a public hearing was held earlier this evening. Treasurer Lorimer made a motion to adopt the FY21 Annual Budget as presented; to approve the Resolution to Provide Income; and to approve the Expenditure Authority Resolution. The motion was seconded by Trustee Honaker and was approved by vote.

4. Bid Quotations, Boiler Replacement Project, Teton Hall

At the June meeting of the Board of Trustees, the Board authorized the Administration to solicit bids for the Boiler Replacement Project– Teton Hall. Bids were opened on Tuesday, July 7, 2020. Bid results follow:

Rocky Mountain Climate Control (RMCC)		
Rock Springs, WY		\$ 69,088
	Alternate #1	\$ 2,472
Vaughn's Plumbing & Heating, Inc.		
Rock Springs, WY		\$81,105
	Alternate #1	\$ 5,440

RMCC has done previous work on campus and Administration has no concerns with their work. The estimated cost for two replacement boilers for Teton Hall was \$80,000. Major Maintenance funds have been budgeted for this work.

Recommendation:

To accept the bid from Rocky Mountain Climate Control of Rock Springs, WY in the amount of \$71,560 to perform the Boiler Replacement Project – Teton Hall per bid specifications.

Vice President Reynolds gave an explanation of the bid quotations, saying that the project will not need to receive state approval because it is under the \$100,000 approval threshold. Treasurer Lorimer made a motion to accept the bid from Rocky Mountain Climate Control as described. The motion was seconded by Trustee Honaker and was approved by vote.

5. Request for Early Contract Release, Admissions Counselor

Ms. Cassidy Garvin, Admissions Counselor, tendered her resignation from Western Wyoming Community College on July 13, 2020, indicating her last day of work is planned for July 16, 2020. Ms. Garvin has requested to be released from her 2020-2021 employment contract.

Recommendation:

To accept Ms. Garvin's resignation of full-time employment effective as of July 16, 2020.

Vice President Reynolds gave an explanation of the request for an early contract release. Secretary Donaldson made a motion to accept Ms. Garvin's resignation and grant an early release from her contract. The motion was seconded by Trustee Eckman and was approved by vote.

6. Approval of Employment Contract, Assistant Professor of Business

The Human Resources Office conducted a national search commencing in May 2020, to fill the position of Instructor/Assistant Professor of Business. The Human Resources Office received thirty-four completed applications for this position, and the Professional Standards Board conducted six interviews. The Professional Standards Board recommends that Steven Iriki, J.D. be offered the position of Assistant Professor of Business. Mr. Iriki holds a Doctorate in Jurisprudence from the University of California at Berkeley, Boalt Hall School of Law, a Master of Business Administration from the University of Texas of the Permian Basin in Odessa, a Bachelor of Arts in Political Science from the University of California at Berkeley, and an Associate of Science in Accounting/Business Administration from Western Wyoming Community College. Mr. Iriki has been teaching as an Adjunct Instructor of Business for Western since August 2017. His experience with the law industry includes serving as a Paralegal with Mathey Law Office in Green River, Wyoming from July 2015 to June 2017, as a Partner and Associate with Moscone Emblidge & Rubens in San Francisco, California from March 2001 to April 2015, as an Attorney with Law Offices of Mattaniah Eytan in Corte Madera, California from September 1998 to February 2001, as an Associate with Raifman & Edwards in San Francisco, California from June 1996 to August 1998, as a self-employed contract attorney from December 1993 to May 1996, as an Associate with Law Office of Paul Wolf in Oakland, California from September 1992 to November 1993, and as an Associate with Topel & Goodman in San Francisco, California from December 1989 to August 1992. He is a member of the State Bar of

California. Mr. Iriki's proposed contract details would be as follows: Annual Salary, \$54,352 for a 9 Month Contract; Fund, Unrestricted Operating Fund; Rank, Assistant Professor; Column Placement, Column II.

Recommendation:

To offer a one-year employment contract to Mr. Steven Iriki, J.D. for the position of Assistant Professor of Business for the period August 11, 2020 – May 14, 2021.

Vice President Wittstruck gave an explanation of the proposed employment contract. Secretary Donaldson made a motion to offer an employment contract to Mr. Steven Iriki, J.D., as described. The motion was seconded by Trustee Honaker and was approved by vote.

7. Approval of Early Contract Release, Assistant Professor of Music

Mr. Matt Schaffner, Assistant Professor of Music, tendered his resignation from Western Wyoming Community College on July 6, 2020, to be effective July 31, 2020. Mr. Schaffner joined Western on August 17, 2016, and his last day worked will be July 31, 2020. The Board previously approved an employment contract on April 9, 2020, for Mr. Schaffner for the dates of August 17, 2020 through May 14, 2021.

Recommendation:

To accept Mr. Schaffner's resignation of full-time employment effective July 31, 2020.

Vice President Wittstruck gave an explanation of the request for early contract release. Trustee Demshar made a motion to accept Mr. Schaffner's resignation and grant an early release from his employment contract. The motion was seconded by Trustee Eckman and was approved by vote.

8. Approval of Employment Contract, Accessibility and Disability Specialist

The Human Resources Office conducted a national search commencing in May 2020, to fill the position of Accessibility and Disability Specialist. The Human Resources Office received twenty completed applications for this position. The Professional Standards Board conducted five initial interviews and three finalist interviews. The Professional Standards Board recommends that Ms. Lyndsey Love be offered the position. Ms. Love holds a Bachelor of Science in Sociology from the University of Wyoming in Laramie. Currently employed by Western, Ms. Love has served as Office Assistant for Wellbeing and Accessibility since 09/2018, and previously served as Office Assistant for GEAR UP from 06/2017 to 09/2018. Ms. Love's prior work experience includes serving as Grant Specialist / Administrative Assistant with Sweetwater County Travel and Tourism from 05/2013 to 03/2014, as Secretary with DeBernardi Law Office in Rock Springs from 09/2010 to 03/2011, as a Bindery Assistant with Modern Printing Company from 09/2009 to 04/2010, as a Secretary for Albany County Public Health in Laramie from 04/2009 to 09/2009, and as a Reference Specialist with Laramie County Library System from 08/2007 to 04/2009. Ms. Love's proposed contract details would be as follows: Annual

Salary, \$37,246 for a 10 Month Contract; Fund, Unrestricted Operating Fund; Rank, N/A; Column Placement, N/A.

Recommendation:

To offer Ms. Lyndsey Love an employment contract for the period July 20, 2020 – June 30, 2021, for the position of Accessibility and Disability Specialist.

Associate Vice President Adams gave an explanation of the proposed employment contract. Trustee Honaker made a motion to offer Ms. Lyndsey Love an employment contract as described. The motion was seconded by Trustee Eckman and was approved by vote.

9. Approval of Reopening Plan

Administration has been developing a reopening plan to provide information and instructions for safety protocols to keep students, staff and visitors safe while on Western's campuses. The plan has been developed in a collaborative effort between the COVID-19 Crisis Team, the Western Leadership Council and the President's Cabinet. Western will be required to submit the plan to state officials prior to any federal relief funding being distributed.

Recommendation:

To approve the reopening plan for submission to state officials.

Dr. Dale gave an explanation of the proposed plan, saying that she is proud to present the plan for Board approval. Dr. Dale said the plan was sent to Dr. Stachon and Dr. Harrist although no feedback has been received yet. Dr. Dale said the plan includes detailed information for ancillary services, athletics, and international students. Dr. Dale said the document includes contingency plans to be implemented in the event of rolling closures. Dr. Dale said 76 classrooms will be used, with social distancing requirements in place. Dr. Dale also said face coverings will be required. Dr. Dale said the Green River Center might be used for overflow space if necessary. Trustee Honaker made a motion to approve the reopening plan for submission to state officials. The motion was seconded by Trustee Eckman. Secretary Donaldson commended Dr. Dale on trying to keep up with the latest guidelines and restrictions. Secretary Donaldson said the focus on safety is commendable and it is a great document. Trustee Honaker said the plan is very comprehensive and provides the needed flexibility. Trustee Honaker also commended Dr. Dale on anticipating different scenarios and planning for those possibilities. President Clark said the document is very professionally done. Dr. Dale commended Associate Vice President Rembacz for leading the effort to develop the plan. President Clark thanked Dr. Dale and her team for all they do. Dr. Dale thanked the Board for their support. The motion was approved by vote.

IX. EXECUTIVE SESSION

A. Executive Session - Legal/Personnel

President Clark asked if an Executive Session would be necessary. Dr. Dale said no.

X. ADJOURNMENT

Having no further business to act on, President Clark adjourned the regular meeting at 8:25 p.m.

NOTE: Additional information (tapes and/or addenda) from this meeting is available in the Board Office.

Above recorded by:

Kandy Frink

WWCC Board President

WWCC Board Secretary