

**MINUTES OF REGULAR MEETING
SAN JUAN COLLEGE BOARD
December 6, 2022**

ITEM A. CALL TO ORDER

Chairman Razor called the meeting to order at 6:06 p.m. The following members were present:

Joseph Razor, Chairman
Valerie Uselman, Secretary
Hoskie Benally, Jr., Member
R. Shane Chance, Member
Byron Manning, Member
John Thompson, Member

Absent: Evelyn Benny, Chairman

ITEM B. WELCOME OF GUESTS AND VISITORS

San Juan College administrators and staff in attendance included:
Toni Hopper Pendergrass, Edward DesPlas, Boomer Appleman,
Adrienne Forgette, Carrie Langoni Carpenter, Gayle Dean, Eric Bateman,
Jordan Cepeda, Debbie Chalmers, Alicia Corbell, Sherri Cummins, Curtis Elifritz,
Greg Fry, Kenny Hibner, John Hoff, Wilbert John, Ruben Johnson, Kris Kraly,
Karen Krob, Robert Martinez, Mike Offutt, Michael Ottinger, Jeff Parkes,
Sherry Paxson, Elizabeth Phelps, Eddy Rawlinson, Rhonda Schaefer, and
Donna Ellis, Board Recorder

Guest(s): Nyomi Miller-Charlie

Dr. Pendergrass recognized Trustee Hoskie Benally who was appointed to the National Council on Disability on October 3, 2022, which consists of members who are appointed by the President of the United States and by leaders in the United States Congress.

Dr. Pendergrass recognized Dr. Adrienne Forgette for her service and leadership to the College. Dr. Forgette has accepted a position to become the next Vice President of Academic Affairs at Clark State College in Springfield, Ohio.

ITEM C. ADOPTION OF AGENDA

Mr. Thompson moved and Mr. Chance seconded to adopt the agenda as presented. **MOTION CARRIED** by unanimous voice vote.

ITEM D. REPORTS

1. Monthly Presentation

No presentation this month.

iCare Minute Video

No video this month.

Association Reports

Professional Staff Association representative, Mr. Wilbert John, provided the Board with a report.

Support Staff Association representative, Ms. Jordan Cepeda, provided the Board with a report.

Student Association representative, Ms. Nyomi Charlie-Miller, provided the Board with a report.

Faculty Association representative, Ms. Kris Kraly, provided the Board with a report.

ITEM E. CITIZEN COMMENT

None.

ITEM F. CONSENT AGENDA

1. November 1, 2022 Work Session Minutes

The November 1, 2022, Work Session Minutes were presented in the Board Packet for approval.

2. November 1, 2022 Board Meeting Minutes

The November 1, 2022, Board Meeting Minutes were presented in the Board Packet for approval.

3. Correspondence

None.

4. Financials

Financial reports for the months ended October 31, 2022, were presented in the Board Packet.

5. Personnel Report

The following employment actions were made since the last Board meeting:

Appointments: Maria Meeks, Academic Advisor, Advising Center, effective October 26, 2022; Charisse Buchanan, Nurse Practitioner, Student Services, effective November 1, 2022; Julie Napientek, Art Gallery Coordinator, School of Humanities, effective November 1, 2022; Leticia Lee, Event Services Scheduling Assistant, Auxiliary Services, effective November 7, 2022; Kaitlyn Trujillo, Switchboard Operator, Marketing and Public Relations, effective November 7, 2022; Heather Chavez, Access and Control Lead, Public Safety, effective November 14, 2022; Valene Begay, Senior Administrative Assistant, Office for Learning, effective November 15, 2022; Laura Kim, Instructor of Teacher Education, Teacher Education TeachUp, effective November 16, 2022.

Changes: Casey Ledford, Instructor CDL, School of Energy to Assistant Professor-CDL, School of Energy, effective October 14, 2022; Kasha Vindiola, Health Sciences Simulation Technician, School of Health Sciences to Nursing Simulation Technician, School of Health of Sciences.

Separations: Tanya Yazzie, Custodian, Physical Plant, separation of employment, effective October 31, 2022; Cheyenna Boley, USL Coordinator, Information Technology Center, separation of employment, effective November 2, 2022; Alissa Greenfield, Custodian, Physical Plant, separation of employment, effective November 3, 2022; Ariel Padilla-Joe, Associate Teacher, Child and Family Development Center, separation of employment, effective November 3, 2022; Audreanna Chee, Custodian, Physical Plant, separation of employment, effective November 3, 2022; Lauryn Gonzales, Administrative Assistant II, Center for Student Careers and Employment, separation of employment, effective November 15, 2022; Matthew Robinson, Coach-CCAMPIS, Child and Family Development Center, effective November 15, 2022.

6. Deletion of Equipment from Inventory

College administration recommends the disposition of certain assets that are worn out, unrepairable, cannibalized, obsolete, or otherwise unusable. In accordance with Chapter 13-6-1 through 4 (Article 6) of the New Mexico State Statute, the Board is required to affirm the administration's recommendation. (The list of the assets recommended for disposition are included in the Board Packet.)

Recommendation

I recommend the Board of Trustees approve the College administration's recommendation and approve the listed items for disposal.

7. Telephonic Connectivity Services

On July 10, 2018, the Board approved a three-year agreement with CenturyLink for provision of telephonic connectivity. On December 1, 2020, the Board approved a 24-month extension contract for the array of services needed to support telephonic needs through December, 2022. ITC leadership has negotiated a new 24-month contract to support these telephonic needs through December, 2024. The cost of the new contract is the same as the existing extension \$86,348.04 per year or \$172,696.08 for a two-year period. College administration requests the Board grant a 10% contingency, of \$17,269.60, in the event that additional telephone numbers or services are required within the 24-month contract period. With the contingency, the cost of these telephonic services will not exceed \$189,965.68 plus applicable taxes.

Recommendation

I recommend the Board of Trustees approve up to \$189,965.68 plus applicable gross receipts taxes for telephonic connectivity from CenturyLink for the 24-month price agreement as herein described.

APPROVAL OF CONSENT AGENDA

Mr. Thompson moved and Ms. Uselman seconded to take the recommended actions as presented on the Consent Agenda. **MOTION CARRIED** by unanimous voice vote.

ITEM G. OLD BUSINESS

None.

ITEM H. INDIVIDUAL ITEMS/NEW BUSINESS

1. RESOLUTION AUTHORIZING REIMBURSEMENT 2023 LOCAL GO BOND PROJECTS

Currently, San Juan College expects to make expenditures in connection with costs relating to the four projects approved by San Juan County voters on November 8, 2022, prior to sales of the 2023 local general obligations bonds. This resolution enables the College to reimburse itself for such expenditures after the proceeds of the bond sales are available. This resolution was distributed to Trustees in advance of this Board meeting.

Mr. Manning moved and Ms. Uselman seconded to approve and adopt the Resolution Authorizing Reimbursement for Costs Relating to Architectural Design and Plans for Relocation and Renovation of Physical Plant Building, Costs Associated with the Architectural Design and Plans of the Mountain Bike Park, Improvements to the Henderson Fine Arts Center Performance

Hall, Improvements to the Connie Gotsch Theater, Acquisition and Installation of Retractable Bleachers for the Health and Human Performance Center and Other Matters Relating Thereto. **MOTION CARRIED** by unanimous voice vote.

2. MEDICAL BENEFITS FOR PRE-65 YEARS OF AGE PARTICIPANTS IN SJC RETIREE HEALTHCARE TRUST

On September 5, 2017, the San Juan College Board of Trustees approved the college administration's recommendation to return active employee health benefits to the State of New Mexico group benefits plan, managed by the New Mexico General Services Administration. Because the state group plan does not permit retiree participation, pre-65 years of age participants in the San Juan College Retiree Healthcare Trust will be provided healthcare coverage as follows:

- 1) For plan year 2023, pre-65 (years of age) retirees and dependents residing in the state of New Mexico will be covered by individual medical policies written by Blue Cross/Blue Shield. Seven silver and bronze coverage plan options will be offered. Participating pre-65 retirees will choose the option that best suits their needs.
- 2) Pre-65 retirees and dependents residing outside the state of New Mexico will be offered silver and bronze coverages available from various individual insurance plans offered within their state of residence.

Estimated total cost for the College for the plan year 2023 coverages described above will not exceed \$135,000.

Mr. Thompson moved and Mr. Benally seconded to approve San Juan College's provision of calendar year 2023 health insurance benefits to pre-65 years of age participants in the College's Retiree Healthcare Trust as herein described. **MOTION CARRIED** by unanimous voice vote.

3. STAGE RIGGING REPLACEMENT FOR HENDERSON FINE ARTS THEATER AND CONNIE GOTSCH THEATER

An inspection of fire safety curtains, rigging, counterweights, hoisting equipment, line sets, locking cams, and cogs has confirmed that the Henderson Fine Arts Center Performance Hall stage rigging system and the Connie Gotsch Theater stage rigging system and fire curtain have reached the end of their useful lives. Following the State of New Mexico procurement code, Sections 13-1-21 through 13-1-199, NMSA 1978, the College Purchasing Department solicited responses for Auditorium Stage Rigging Replacement through a Request for Proposals (RFP) #23-52502. Only one offeror submitted a response – Stagecraft Industries will replace our theaters'

outdated equipment at a cost not to exceed \$496,725 plus gross receipts taxes. Additionally, Stagecraft Industries' proposal includes training for the College's theater staff on the operation and maintenance of the new equipment.

The cost of this project will be funded by San Juan College's 2023 General Obligation Bonds.

Mr. Chance moved and Mr. Manning seconded to approve Stagecraft Industries to provide the fire curtain and stage rigging replacement at a cost not to exceed \$496,725 plus applicable taxes. **MOTION CARRIED** by unanimous voice vote.

4. HEATING/COOLING AIR SYSTEM IN TUTORING CENTER (ROOM 1611)

To improve air distribution/ductwork for Room 1611 to reduce spread of COVID or other infectious airborne agents, the College seeks to replace the heating and cooling air system that serves this area. This area houses our Tutoring Center. The new system would include a new rooftop air handler, associated variable air volume boxes and all ductwork to serve the spaces. This equipment would be fed by our existing hot and chill water system that feeds the rest of the campus. The new equipment would provide more reliable temperatures, cleaner air from improved air filtering as well as enhanced energy performance. It would be controlled from our existing building management system for optimum operational performance.

Under the guidance of the College Purchasing Department, pricing pursuant to a cooperative agreement through Sourcewell contract #070121-JHN was obtained from Johnson Controls Inc. in the amount of \$553,500 plus gross receipts taxes. As such, the College followed a detailed and documented process to meet all State of New Mexico procurement requirements (procurement code sections 13-1-98.A and 13-1-135 cooperative procurement).

Higher Education Emergency Relief grant funds will provide the budgetary resources for this project.

Ms. Uselman moved and Mr. Thompson seconded to approve contracting with Johnson Controls Inc. not to exceed a total of \$553,500 plus applicable taxes. **MOTION CARRIED** by unanimous voice vote.

5. RE-ROOFING PROJECT FOR 30TH STREET EDUCATION CENTER BUILDING UPDATE

At the June 2022 Board meeting, approval was made for re-roofing the 30th Street Education Center building by DKG & Associates Inc. in an amount not to exceed \$490,000 plus gross receipts taxes. It was expected that our

Travelers Insurance coverage would cover the expenses less the \$10,000 deductible.

After considerable negotiations with the insurance company and a few re-inspections over the last few months, the insurance company has finalized the claim, only covering \$260,897.13, due to depreciation of the roof coverings. Additionally, due to price increases in the past few months, the new DKG quote has increased to \$492,943.13 plus gross receipts taxes. This leaves an amount of \$232,046.00 plus gross receipts taxes remaining to finish the roof repairs.

Services include removal of the entire existing roof system down to the original roof decking, attachment of new insulation, flashings, accessories per manufacturer's warranty requirements, covering and shielding with high-density TPO-coated cover boards, and installation of a contiguous 60mil TPO membrane spanning the entire section of the roof. The cost of this project is expected not to exceed \$492,943.13 plus gross receipts tax and includes the manufacturer's twenty (20) year labor and material NDL warranty with a two-inch (2") hail rider and contractor's two (2) year quality assurance guaranty.

This project will be funded, in part, by our Travelers Insurance coverage (claim #SL9757) with the remaining cost being split 53% San Juan College/47% Farmington Municipal Schools.

Mr. Manning moved and Mr. Chance seconded to approve moving forward with DKG & Associates on this re-roofing project, with a cost not to exceed \$492,943.13 plus gross receipts taxes. **MOTION CARRIED** by unanimous voice vote.

6. CHILD AND FAMILY DEVELOPMENT CENTER PLAYGROUND EQUIPMENT

The College will be removing and replacing the preschool play structure to include a shade structure and installing a new infant play structure to include shade at the Child and Family Development Center.

Under the guidance of the College Purchasing Department, pricing pursuant to CES # 19-027B-C104-ALL and CES# 19-027B-C204-ALL has been obtained from Exerplay Inc. for the acquisition and installation of the playground equipment, shade structure, and safety surfacing at a cost not to exceed \$180,000 plus gross receipts taxes.

Funding for these purchases is within the New Mexico ECED Pre-K grant and the Child Care Stabilization grant.

Mr. Chance moved and Mr. Thompson seconded to approve Exerplay Inc. to provide and install the above listed equipment at a cost not to exceed \$180,000 plus gross receipts taxes. **MOTION CARRIED** by unanimous voice vote.

7. TEMPORARY STUDENT HEALTH CENTER REMODEL PROJECT

At the November Board meeting, an architect was approved for the architectural/engineering services for a new Student Health Center. While the plans and construction of this new facility is in progress, San Juan College's students will need a temporary health center for their medical and mental health care needs. The College leadership has determined that the best temporary location for the health center is the Cultural Center. The Cultural Center needs renovations to accommodate the necessary services, specialized spaces, privacy, and other requirements of a health center.

The Purchasing Department, following a detailed and documented process to meet all State of New Mexico procurement requirements, has obtained pricing from Winters Construction LLC utilizing CES Cooperative Agreement #2020-09B-R1214-All in an amount not to exceed \$70,000 plus gross receipts taxes to cover the renovation aspect of this project.

Acquisition of the necessary furniture is recommended to be provided by Beck Total Office Interiors, utilizing New Mexico Statewide Price Agreement #40-000-14-00091 at a price not to exceed \$45,000 plus gross receipts taxes.

For the installation, cabling, and attachments segment of this project it is recommended to be provided by Next Level utilizing CES 2020-13NC117-1A in the amount of \$5,700 plus gross receipts taxes.

Total project cost is \$120,700 plus gross receipts taxes.

The project is funded by use of fund balance.

Mr. Chance moved and Ms. Uselman seconded to approve these purchases through the vendors and Cooperative Agreements herein identified and that necessary purchase orders be authorized for a total not to exceed \$120,700 plus applicable gross receipts taxes. **MOTION CARRIED** by unanimous voice vote.

8. STUDENT TELEHEALTH CALL CENTER

Many San Juan College students face multiple social and economic issues that create barriers to personal, educational, and professional success. Accordingly, the College provides a great number of targeted services and programs to counter these issues and promote student success. Mental wellness is a priority, and the College is actively finding ways to meet those

needs of our students. A Student Telehealth Center would help provide our students with mental health care support and possible referrals, should it become necessary.

Following the State of New Mexico procurement code, Sections 13-1-21 through 13-1-199, NMSA 1978, the College Purchasing Department solicited Proposals for professional Telehealth services through a Request for Proposals (RFP) #23-52675. Four proposals were thoroughly reviewed and analyzed by the College's evaluation team for this procurement. The evaluation team and College leadership has determined The Virtual Care Group be recommended for award of this project at a cost of \$ 83,540 plus applicable taxes, with the option of three additional one-year terms not to exceed four years in total. Funding is provided through the Higher Education Emergency Relief Funds (HEERF).

Mr. Thompson moved and Mr. Chance seconded to approve The Virtual Care Group to provide Telehealth services for San Juan College's students at a cost not to exceed \$83,540 plus applicable taxes with an option of three additional one-year terms. **MOTION CARRIED** by unanimous roll call vote.

ITEM I. ANNOUNCEMENT OF NEXT MEETING

The date of the next regular meeting will be **Tuesday, January 10, 2023, at 7:00 p.m.** in the San Juan College Board Room.

ITEM J. CLOSED SESSION

A motion was made at 6:37 p.m. by Mr. Manning and seconded by Mr. Chance for the Board to meet in Executive Session subject to the exception in NMSA 1978, Section 10-15-1(H)(7) of the Open Meetings Act to discuss collective bargaining. **MOTION CARRIED** by unanimous roll call vote.

The Executive Session concluded at 7:32 p.m. and the matters discussed in the closed meeting were limited only to those specified in the motion for closure. Mr. Chance moved and Mr. Thompson seconded the motion to return to the regular meeting. **MOTION CARRIED** by unanimous roll call vote.

ITEM K. ADJOURNMENT

Mr. Chance moved and Mr. Thompson seconded the motion to adjourn the meeting. Chairman Razor adjourned the meeting at 7:33 p.m.

Mr. Joseph Razor, Chairman
San Juan College Board

ATTEST:

Ms. Valerie Uselman, Secretary
San Juan College Board

Date: January 10, 2023