



Board of Trustees : Meeting Minutes

Minutes for the Regular meeting of the Board of Directors of
Iowa Western Community College

December 16, 2019 | 2:00pm

CALL TO ORDER

The Regular Meeting of the Board of Trustees of Iowa Western Community College was held at 2:00 pm on Monday, December 16, 2019, on the Council Bluffs Campus.

The meeting was called to order by President Brent Siegrist.

ROLL CALL

Members present: John McBride, Stan Sibley, Dr. John Marshall, Scott Robinson, Brent Siegrist, Scott Williams, Kirk Madsen, Connie Hornbeck and Randy Pash. Absent: None. Also present: Dr. Dan Kinney, President of the College; Erin McKee, Board Secretary; Eddie Holtz, Board Treasurer; Kim Henry, Don Kohler, Molly Noon, Mark Stanley and Dr. Marjorie Welch.

APPROVE AGENDA

Item 8.01 Acceptance of the FY19 Iowa Western Audit was moved up on the agenda after Item 6.01 FY19 Audit Report.

Motion was made by Dr. Marshall, seconded by Mr. Madsen, to approve the agenda. All aye votes were recorded. Motion carried.

APPROVE MINUTES

Motion was made by Mr. Madsen, seconded by Mr. Pash, to approve the minutes of the Regular Board Meeting held on November 25, 2019, as presented. All aye votes were recorded. Motion carried.

COMMUNITY DIALOGUE AND ENVIRONMENTAL SCANNING

Employee Spotlight – Management Services

Eddie Holtz, Vice President of Finance, introduced Randi Pape and Abby Kline. Randi is the Director of Accounting and Abby is the Accounting General Manager. Both were instrumental in the completion of a successful audit.

MONITORING INFORMATION ABOUT COLLEGE OPERATIONS ACTION ITEM

FY19 Audit Report

Mandi Holcomb with Denman & Company presented the Board with the FY19 Audit Report.

Acceptance of the FY19 Iowa Western Audit Report

Motion was made by Mr. Williams, seconded by Mrs. Hornbeck, to accept the FY19 Iowa Western Audit Report as presented. All aye votes were recorded. Motion carried.

**MONITORING
INFORMATION
ABOUT COLLEGE
OPERATIONS**

President's Report

Dr. Dan Kinney, President of the College, reported on the following:

- An article regarding the Future Ready Iowa Last Dollar Scholarship from the Legislative Services Agency was shared with the Board. The article stated that 6,041 students have received awards totaling \$6.8 million. 21.2% of the funds went to recent high school graduates (\$2.2 million) and 78.8% went to adult learners (\$4.7 million).
- A federal legislative update was shared with the Presidents. The Senate is working on the FASFA Act. This would eliminate 22 questions on the application; eliminate verification and eliminate \$6 billion in mistakes.
- Construction - The Company with the low bid for the steam replacement is hoping to get started in January.

IACCT Report

Connie Hornbeck, IACCT Representative, reported on the following:

- The 2020 IACCT Conference will be hosted by Western Iowa Tech Community College
- December 4th was the joint IACCT Board/IACCP meeting and holiday party
- ACCT Rural Community College Grant – ACCT will be here on campus at least two days to gather information for this grant
- FY2021 membership dues were presented and approved by the Presidents

Other Reports

Physical Therapy Assistant Program Update

Dr. Kinney shared that Todd Nierman, Director of the Physical Therapy Assistant Program, submitted his resignation. Dr. Kinney will serve as the interim program director until a new one is hired.

Continuing Education Update

Lisa Walker, Director of Continuing Education, presented the Trustees with an update. Highlights from the report include:

- Enrollments – 18,552, Contact Hours – 304,282
- New online registration system – LUMENS
- New programs – Critical Care, Baking and Spanish Construction
- Partnership with NBDC to offer higher level business courses

Economic and Workforce Development Update

Mark Stanley, Vice President of Economic and Workforce Development, presented the Board with an update. Highlights from the report include:

- We have received a flood grant from the Department of Labor through WIOA to work with an emergency management coordinator in areas affected by the flooding.

CONSENT AGENDA

- Second Chance Pell – We have been approved through the first round and are currently in phase two of the approval process.
- The Hub was named the November Small Business of the Month by America's SBDC Iowa. The Hub has worked with our SBDC office over the years.
- Starlyn Perdue, Director of Economic Development, shared of last of companies that we are currently working with for trainings. The list included:
 - Jacobs Corporation
 - Bungee North America
 - NSK
 - Delasco
 - Conductix
 - Owen Industries

Motion was made by Mrs. Hornbeck, seconded by Dr. Marshall, to approve the Consent Agenda as presented. All aye votes were recorded. Motion carried.

Personnel Report

Eddie Holtz, presented the Board with the Personnel Report.

New employees include: Brett Caskey, Academic Advisor; Montana Renter, Admissions Advisor; Wendy Williams, Director of Nursing Assistant Program

Employees leaving include: Loa Trively, Mental Health Practitioner; Todd Nierman, Physical Therapy Assistant Program Director

Financial Report

Eddie Holtz, Vice President of Finance, presented the Board with the Financial Statements.

Curriculum

Dr. Marjorie Welch, Vice President of Academic Affairs, presented the Board with the curriculum changes. Changes include:

ACTION ITEMS

Resolution ratifying, confirming, and approving publication of notice of public hearing on proposed capital improvement project (steam pipe replacement)

Motion was made by Dr. Marshall, seconded by Mr. Pash, to approve the resolution ratifying, confirming, and approving publication of notice of public hearing on proposed capital improvement project (steam pipe replacement). A roll call vote was taken. All aye votes were recorded with Mr. Williams abstaining. Motion carried.

Public hearing on the matter of the adoption of plans, specifications, form of contract and estimate of cost for proposed capital improvement project (steam line replacement)

Motion was made by Mrs. Hornbeck, seconded by Mr. Madsen to enter into a public hearing on the matter of the adoption of plans, specifications, form of contract and estimate of cost for proposed capital improvement project (steam line replacement). All aye votes were recorded. Motion carried.

The Board entered into a Public Hearing at 3:14pm.

There was no comment from the public

Motion was made by Mr. Robinson, seconded by Mr. McBride, to enter into Regular Session. All aye votes were recorded. Motion carried.

The Board entered into Regular Session at 3:15pm.

Resolution adopting plans, specifications, form of contract, estimate of costs and awarding contract (steam line replacement)

Motion was made by Mr. Sibley, seconded by Mr. Pash, to approve the resolution adopting plans, specifications, form of contract, estimate of costs and awarding contract (steam line replacement). A roll call vote was taken. All aye votes were recorded with Mr. Williams abstaining. Motion carried.

Resolution Fixing the Date of Sale, Approving Electronic Bidding Procedures and Approving Official Statement for General Obligation School Refunding Bonds, Series 2020A of Approximately \$7,800,000

Motion as made Dr. Marshall, seconded by Mr. Sibley, to approve the resolution fixing the date of sale, approving electronic bidding procedures and approving official statement for General Obligation School Refunding Bonds, Series 2020A of Approximately \$7,800,000. A roll call vote was taken. All aye votes were recorded. Motion carried.

Resolution Fixing the Date of Sale, Approving Electronic Bidding

Procedures and Approving Official Statement for General Obligation School Refunding Bonds, Series 2020B of Approximately \$7,255,000

Motion was made by Mrs. Hornbeck, seconded by Mr. Madsen, to approve the resolution fixing the date of sale, approving electronic bidding procedures and approving official statement for General Obligation School Refunding Bonds, Series 2020B of Approximately \$7,255,000. A roll call vote was taken. All aye votes were recorded. Motion carried.

Schedule a Public Hearing for the KIWR Operations and Audit Report

Motion was made by Mr. Pash, seconded by Mr. Robinson, to schedule January 13th as the date for the public hearing for the KIWR Operations and Audit Report. All aye votes were recorded. Motion carried.

EXECUTIVE SESSION

Motion was made by Mr. Madsen, seconded by Mr. Williams, to enter into a closed session to evaluate the professional competency of an individual or individuals whose appointment, hire and performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation. All aye votes were recorded. Motion carried.

The Board entered into an Executive Session at 3:29pm.

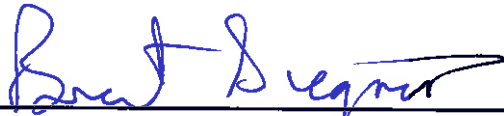
Motion was made by Dr. Marshall, seconded by Mr. Pash, to enter into Regular Session. All aye votes were recorded. Motion carried.

The Board entered into Regular Session as 4:08pm.

ADJOURNMENT

Motion was made by Mr. Sibley, seconded by Mr. McBride, to adjourn. All aye votes were recorded. Motion carried.

The meeting adjourned at 4:09pm.



Brent Siegrist, Board President



Erin McKee, Board Secretary