

MINUTES: November 20, 2018

MEETING: NORTH FLORIDA COMMUNITY COLLEGE
MADISON, FLORIDA

TRUSTEES PRESENT: Mr. Mike Williams, Chair
Mr. John Grosskopf, President
Mrs. Sharon Benoit
Mr. Travis Coker
Mrs. Sandra Haas
Mr. David Howell
Mr. Ricky Lyons
Mr. Billy Washington
Mr. Al Williams
Mr. Gary Wright

STAFF PRESENT: Mr. Larry Akers
Mr. Andy Barnes
Mr. Rick Davis
Ms. Lisa Flourney
Ms. Cindy Gaylard, Recording Secretary
Ms. Kay Hogan
Mr. Scott Hubert, Audio Visual Technician
Mr. Bill Hunter
Dr. Carol O'Dell
Ms. Jennifer Page
Ms. Kim Scarboro
Mr. Johnathan Cooks

Mr. Robert J. Sniffen, Board Attorney

The Board meeting was called to order at 5:30 p.m. by Chairman Williams, who led the group in the pledge of allegiance to the flag following the opening prayer by Mr. Lyons.

MOTION: (Mr. Lyons/Mr. Wright) That the District Board of Trustees approves to adopt the revised agenda as presented. The motion carried unanimously.

MOTION: (Mr. Al Williams/Mrs. Haas) That the District Board of Trustees approves the minutes of the October 16, 2018 regular Board meeting as presented. The motion carried unanimously.

Ms. Page introduced Mr. Rick Davis as the new Career and Technical Education Associate Dean (Interim) and advised that after this evening he will take over the Workforce and Community Education updates for the Board meetings.

MOTION: (Mrs. Haas/Mr. Lyons) That the District Board of Trustees approves the Memorandum of Agreement between North Florida Community College and JD Archbold Memorial Hospital as presented. Ms. Page advised that this will ensure that the Allied Health Department of North Florida Community College will have adequate clinical locations to provide the required clinical experience to students. After an overview by Ms. Page, the motion carried unanimously.

MOTION: (Mr. Washington/Mrs. Benoit) That the District Board of Trustees approves the First Amendment to the Clinical Education Agreement between North Florida Community College and Shands Teaching Hospital and Clinics, Inc. Ms. Page advised that effective January 8, 2019, Shands Teaching Hospital and Clinics, Inc. will no longer own UF Health Shands Rehab Hospital, and this will allow students in the Medical Coder/Biller program to continue to obtain experience in Electronic Health Records through internship/job shadowing opportunities. After an overview by Ms. Page, the motion carried unanimously.

MOTION: (Mrs. Haas/Mr. Coker) That the District Board of Trustees approves the Personnel Recommendations as follows:

- Hiring of Brian French, Programmer/Data Retrieval Manager
- Hiring of Lisa Flournoy, Director of Resource Development
- Resignation of Georgia Dietz, Academic Case Manager
- Resignation of Laura-Kaitlyn Boatright, Pre-College Advisor

After an overview by Mr. Hunter, the motion carried unanimously.

MOTION: (Mr. Coker/Mrs. Haas) That the District Board of Trustees approves to advertise changes to the Policy Manual with the correction noted by Mr. Hunter for the following policy:

- 4.120 Sick Leave

After an overview by Mr. Hunter, the motion carried unanimously.

MOTION: (Mr. Washington/Mr. Coker) That the District Board of Trustees approves the warrant list for October 2018 as presented. After an overview by Mr. Barnes, the motion carried unanimously.

The Revenue and Expenditure Report for October 2018 was presented as an item of information, as was the Statement of Account, and Mr. Barnes gave an overview.

MOTION: (Mr. Al Williams/Mrs. Haas) That the District Board of Trustees approves the Contract Amendment between The Florida Department of Corrections and North Florida Community College as presented. After an overview by Mr. Barnes, the motion carried unanimously.

MOTION: (Mrs. Haas/Mr. Lyons) That the District Board of Trustees approves to award a salary step increase for all employees that were employed by January 31, 2017. After an overview by

Mr. Barnes, the motion carried unanimously.

Ms. Flournoy presented an update from the Resource Development Department including a Quarterly Financial Report for the NFCC Foundation, Inc.

PRESIDENT'S HIGHLIGHTS

President Grosskopf reported the following:

- He and others from NFCC attended the AFC Conference in Orlando, and NFCC received the Chancellor's Best Practice Award for our Polycom system of furthering Dual Enrollment delivery in our six-county area and is a model that according to the Chancellor's office is "efficient, impressive, and subject to duplication."
- He met with our lobbying firm, Timmins Associates, and set our priorities for the upcoming legislative session as follows.
 - Restoration of PECO Projects
 - Resistance of legislative efforts that would result in a loss of Dual Enrollment Revenue
 - Getting the College name change officially passed
 - Fund balances
 - Self-sufficiency of Foundations
- Resignation of Chancellor Pumariega effective in December 2018

ATTORNEY TIME

Attorney Sniffen discussed the following:

- **Lift Station Litigation** – The College's final position on settlement has been accepted by the City. The settlement agreement has been executed by the City and by the County and awaits the Board's final approval after which the Board Chairman will sign the agreement, and the litigation will be dismissed by the Nabors, Giblin firm.

Mr. Washington advised that he will need to abstain from voting on this item.

MOTION: (Mr. Coker/Mr. Al Williams) That the District Board of Trustees approves to adopt the settlement agreement as presented. The motion carried upon the vote of Mrs. Benoit; Mr. Coker; Mrs. Haas; Mr. Howell; Mr. Lyons; Mr. Al Williams; Mr. Mike Williams; and Mr. Wright. Mr. Washington abstained from voting.

- **Contracts** – We continue to review and have approved/provided advice on various contracts into which the College will be entering.
- **Day-to-Day Discussions** – Ongoing advice and discussion with College President and personnel.
- **Kids Incorporated** – Attorney Mark Logan of Sniffen and Spellman joined the meeting via telephone conference to give a brief update regarding issues raised by the title company prior to closing and to seek the Board's direction. He advised that the original contract had a Due

Diligence Period that gives us as the seller certain time to review potential defects of title identified by the purchaser and to notify the purchaser whether we are willing and able to cure those defects. We have received a title commitment letter, which identified several defects that potentially impact the property and that Kids Incorporated has asked us to indicate that we would be willing and able to cure, and those include an executed release from the Madison County School Board; confirmation from the County that certain roads have been abandoned because they are showing up on the title search; subdivision approval by Madison County's Land Development Code; and confirmation as to some mineral rights. The last extension of the Due Diligence Period was last Friday, November 16, 2018, and we negotiated an extension through the end of this month and indicated to the purchaser's attorney that we were going to have a discussion with the Board to figure out how we wanted to move forward with respect to this contract.

Mr. Sniffen commented that the only action item on the Board's part is to determine whether or not we should continue to try to remedy the defects. Mr. Logan stated that if we are willing to cure the defects, then we are under a contractual obligation to promptly cure them at our expense. If we are unable to cure the defects, the purchaser has five days to either accept or weigh the defects and proceed a closing without an abatement of price, or terminate the agreement and receive its deposit in full return. Mr. Sniffen commented that the options are the Board could direct the attorney to try to remedy the defects if possible; or if the Board elects to go in a different direction we would notify Kids Incorporated that we simply don't think we can remedy the issues and we could switch our relationship to a fair market rental relationship or enter into a lease.

After discussing the possible options, the following action was taken:

MOTION: (Mr. Washington/Mr. Lyons) That the District Board of Trustees approves to request an extension of the contract with Kids Incorporated through January 31, 2019, and contingent upon that being granted, extend the lease with Kids Incorporated through January 31, 2019 to allow the attorneys to address some or all of the title defects. After discussion, the motion carried unanimously.

- **Lift Station Litigation** – The fully executed Settlement Agreement will be recorded with the Madison County Clerk of Court's office.

Chairman Williams reminded everyone that Commencement will be held on Thursday, December 13, 2018, at 5:00 p.m. in the Van H. Priest Auditorium.

President Grosskopf announced that after the College name change is official, new robes will be ordered for the Trustees.

Chairman Williams announced that the next regularly scheduled meeting of the District Board of Trustees will be held on January 15, 2019, at 5:30 p.m., in the North Florida Community College Board Room.

District Board of Trustees Minutes
November 20, 2018
Page 5

The meeting adjourned at 6:30 p.m.

Respectfully submitted,

John Grosskopf
President

Michael R. Williams
Chair

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