

ST. JOHNS RIVER STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

June 19, 2024

MEMBERS PRESENT:

Mr. Rich Komando, Chairperson
Mr. Wendell Davis
Mr. Jim Reid
Mr. Jud Sapp

MEMBERS ABSENT:

Ms. Jan Conrad, Vice-Chairperson (excused)

OTHERS PRESENT:

Joe H. Pickens, J.D., Executive Secretary
Jeremiah Blocker, Board Attorney

Chairperson Komando called the meeting to order at 2:00 pm.

Meeting Call to Order

Chairperson Komando welcomed guest Representative Bobby Payne, who presented a proclamation recognizing the Lady Vikings Softball Team winning the NJCAA Division II World Series. President Pickens expressed appreciation to Representative Payne for his support.

Special Presentation

There was no Public Comment.

Public Comment

There was no Old Business.

Old Business

Chairperson Komando requested approval of the Consent Agenda Items IV.A-D:

Consent Agenda Items

A.1 - Minutes of May 15, 2024, Board Meeting and Workshop

B.1 - Chief Operating Officer – Dr. Melanie Brown: Personnel Matters

C.1-3 - Vice President for Finance/CFO – VP Randy Peterson: Facilities Usage Report for May 2024; Monthly Financial Report – May 2024; and Write-offs of Tangible Personal Property.

D.1-3 - Vice President for Academic and Student Affairs – Dr. Ed Jordan: 2024-2025 Catalog/Handbook; 2024-2025 Student Handbooks - Allied Health, Criminal Justice, Medical Assisting, Nursing (ASN/LPN-RN Bridge), Nursing (CNA), Nursing (PN), Nursing (RN to

BSN); and Review and Certification of Annual Institutional General Education Review.

Mr. Reid moved approval of Consent Agenda Items IV.A-D. Mr. Davis seconded the motion. Motion carried (Davis, Komando, Reid, Sapp - Yes).

Approved Consent Agenda Items IV.A-D

Dr. Melanie Brown recognized Terry Thomas, who reviewed and requested approval of the 2025-2026 Capital Improvement Plan Version 2.

Mr. Davis moved, seconded by Mr. Reid, to approve Chief Operating Officer Item V.A.1.a as submitted (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Reid, Sapp - Yes).

Approved Chief Operating Officer Item V.A.1.a

Terry Thomas reviewed and requested approval of the Plans and Specifications for the Sewer Piping Repair/Replacement Project, Palatka Campus.

Mr. Reid moved, seconded by Mr. Davis, to approve Chief Operating Officer Item V.A.1.b as submitted (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Reid, Sapp - Yes).

Approved Chief Operating Officer Item V.A.1.b

Terry Thomas reviewed and requested approval to Award the Bid for the Chiller and Cooling Tower Replacement Project, Orange Park Campus to D.E. Scorpio Corporation in the amount of \$1,515,686, including Alternates #1 and #2.

Mr. Davis moved, seconded by Mr. Reid, to approve Chief Operating Officer Item V.A.1.c, as submitted (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Reid, Sapp - Yes).

Approved Chief Operating Officer Item V.A.1.c

Terry Thomas reviewed and requested approval to Declare an Emergency for Site Improvements Project Bid – Palatka Campus. She explained that the low bid submitted exceeds the budget. President Pickens noted this project is to support the Student Housing project, which is on a tight timeline. Discussion followed. Chairperson Komando provided further clarification referring to SJR State Board Rule 2.12, which tracks Florida Statute. D.E. Scorpio Corporation was the lowest bidder and is willing to work through the process.

Mr. Davis moved, seconded by Mr. Reid, to approve Chief Operating Officer Item V.A.1.d as submitted (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Reid, Sapp - Yes).

Approved Chief
Operating Officer Item
V.A.1.d

Chairperson Komando noted that since the emergency has been declared, a motion was needed to direct staff to negotiate the construction contract and modify that contract, including the specifications, with the lowest responsible and responsive bidder.

Mr. Reid moved approval, seconded by Mr. Davis. Motion carried (Davis, Komando, Reid, Sapp - Yes).

Approved Motion

Chuck Romer reviewed and requested approval of the Compensation Increases for Non-Bargaining Unit Employees. He noted the revised version, in which was removed the item for a \$600 salary increase to compensate for the \$50 per month employee premium associated with the transition to the State Group Insurance Program.

In regard to the transition to the State Group Insurance Program, President Pickens noted the most reasonable expectation is that this will be resolved during the next Legislative session. The target date for the transition is July 2025. During the Council of Presidents meeting last week, the Governor's staff made it clear that the Governor is not opposed to the transition, it is the dollar amount and the process. He explained that Florida Blue is willing to offer a 6-month extension. However, at this time, the cost is unknown.

Mr. Davis moved, seconded by Mr. Sapp, to approve Chief Operating Officer Item V.A.2.a as submitted (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Reid, Sapp - Yes).

Approved Chief
Operating Officer Item
V.A.2.a

Chuck Romer reviewed and requested approval of the 2024-2025 Salary Schedule.

Mr. Reid moved, seconded by Mr. Davis, to approve Chief Operating Officer Item V.A.2.b as submitted (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Reid, Sapp - Yes).

Approved Chief
Operating Officer Item
V.A.2.b

Dr. Melanie Brown, on behalf of Bob Olson, reviewed and requested approval of the Thrasher Horne Center Rental/ Usage Fees, effective July 1, 2024.

Mr. Reid moved, seconded by Mr. Davis, to approve Chief Operating Officer Item V.A.3.a as submitted (a detailed listing is contained in the material submitted by the Office of Chief Operating Officer). Motion carried (Davis, Komando, Reid, Sapp - Yes).

Approved Chief
Operating Officer Item
V.A.3.a

Mr. Randy Peterson introduced the new Director of Purchasing Shelly Vongchanta.

Mr. Randy Peterson reviewed and requested approval of Accounts Receivable Write-Offs.

Mr. Reid moved, seconded by Mr. Davis, to approve Vice President/CFO Item V.B.1.a., as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President/CFO). Motion carried (Davis, Komando, Reid, Sapp - Yes).

Approved Vice
President/CFO Item
V.B.1.a.

Mr. Randy Peterson reviewed and requested approval of 2024-2025 Student Tuition and Fee Rates.

Mr. Reid moved, seconded by Mr. Davis, to approve Vice President/CFO Item V.B.1.b., as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President/CFO). Motion carried (Davis, Komando, Reid, Sapp - Yes).

Approved Vice
President/CFO Item
V.B.1.b.

Mr. Randy Peterson reviewed and requested approval of 2024-2025 Operating Budget – Unrestricted Current Fund.

Mr. Reid moved, seconded by Mr. Davis, to approve Vice President/CFO Item V.B.1.c., as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President/CFO). Motion carried (Davis, Komando, Reid, Sapp - Yes).

Approved Vice
President/CFO Item
V.B.1.c.

Mr. Randy Peterson reviewed and requested approval of 2024-2025 Plant Fund Capital Outlay Budget.

Mr. Davis moved, seconded by Mr. Reid, to approve Vice President/CFO Item V.B.1.d., as submitted (a detailed listing is contained in the material submitted by the Office of the Vice President/CFO). Motion carried (Davis, Komando, Reid, Sapp - Yes).

Approved Vice
President/CFO Item
V.B.1.d.

Dr. Ed Jordan reviewed for information only upcoming graduations: SJR State's Adult Education General Education Diploma (GED); Florida School of the Arts; Corrections Basic Recruit; Respiratory Care Pinning Ceremony; and Associate of Science in Nursing (ASN) & Practical Nursing (PN) Pinning Ceremony. President Pickens gave an update on the Student Housing Project. A timelapse video was shown. He invited the Trustees to the Groundbreaking Ceremony that is scheduled on Thursday, July 18, at 9:00 am.

Vice President for Academic and Student Affairs Item V.C.1

President Pickens gave an update on the Student Housing Project. It is still on track to open July 2025. A timelapse video of the progress was shown. He invited the Board to the Groundbreaking Ceremony scheduled on Thursday, July 18, at 9:00 am.

President's Report Item VI.A.1-2

President Pickens discussed the project to renovate the "T" Technology Classroom Building on the Palatka Campus. The \$10M legislative appropriation was not vetoed.

President Pickens gave an update on the status of the Florida School of the Arts renovation project for which \$10.5M is budgeted. While it has not yet been bid, expectations are that the bids may be \$13M-14M. He discussed the challenges of the overbudget projects.

President Pickens reported on the accomplishment of the Lady Vikings NJCAA DII Softball World Series Championship! He noted the team's overall GPA was 3.67.

President's Report Item VI.B

President Pickens reported on the accomplishment of the baseball team, which made it to the final 4 in the NJCAA DII World Series. The team's overall GPA was 3.28.

Trustee comments were made.

Trustee Comments

Chairperson Komando adjourned the meeting at 3:40 p.m.

Adjournment