

ST. JOHNS RIVER STATE COLLEGE  
DISTRICT BOARD OF TRUSTEES

August 21, 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

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 June 19 and July 18, 2024, Board  
Meetings

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 June and July  
2024; Write-offs of Tangible Personal Property; and  
Budget Amendments – Final FY 23-24 (Operating Fund  
1, Restricted Fund 2, Auxiliary Fund 3, and Capital  
Outlay / Plant Fund 7).

D.1-7 - Vice President for Academic and Student  
Affairs – Dr. Ed Jordan: 2024-2025 Articulation  
Agreement Among Eligible Home Education Students  
and their Parents/Guardians and St. Johns River State  
College; 2024-2025 Articulation Agreement Between  
the District Board of Trustees of St. Johns River State  
College and public school districts (District School  
Boards of Clay, Putnam, and St. Johns Counties and  
Florida School for the Deaf and the Blind); 2024-2025  
Memorandum of Understanding for Interpreter Services

Between the District Board of Trustees of St. Johns River State College and the Florida School for the Deaf and the Blind; 2024-2025 Articulation Agreement Between the District Board of Trustees of St. Johns River State College and St. Johns Classical Academy Charter School; 2024-2025 Articulation Agreement Between the District Board of Trustees of St. Johns River State College and private schools (Beacon of Hope Christian Academy, Calvary Christian Academy, Center Academy, Christian Home Academy, Citizens High School, Crescent City Christian Academy, Faith Christian Academy, Lighthouse Christian School, Matanzas Christian Academy, Putnam Banner Academy, Springs Academy, St. John's Academy, St. Johns Christian School, St. Joseph Academy, Seven Bridges School, The Broach School, Victory Prep School, and Washington Classical Christian School); Revision to 2024-2025 College Catalog/Student Handbook (Update to the Diagnostic Medical Sonography Technology Program of Study page); and New Continuing Workforce Education Courses (Traffic Crash Reconstruction - CWL 0329 and Advanced Tactical Driving - CWL #####).

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

Approved Consent  
Agenda Items IV.A-D

Dr. Melanie Brown reviewed for information only Amendment to SJR State Board Rule 5.32 (R1) Participation in the Florida College System Risk Management Consortium for Employee Insurance Benefits. Note: The new name for Board Rule 5.32 will be Employee Insurance Benefits.

Chief Operating  
Officer Item V.A.1.a

Dr. Melanie Brown reviewed and requested approval of FLDOE New Baccalaureate Proposals: BAS Digital Art and Media, BAS Performance Design and Production, BS Biological Sciences, BS ESE, and BS Social and Human Services. President Pickens noted that he will present a welcome and the Florida College System Council of Presidents report at the State Board of Education (SBOE) meeting that is being hosted by SJR State at the St. Augustine Campus on September 25. He invited Board members to attend. The new BS ESE Degree will be on the agenda for approval. The four (4) other new degrees will be on the agenda for the November SBOE meeting, which is being held in Orlando.

Mr. Reid moved, seconded by Mr. Davis, to approve Chief Operating Officer Items V.A.1.b-f 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  
Items V.A.1.b-f.

Dr. Brown referred Trustees to the memo distributed regarding the Annual Review of the Board' Rules and Policies. At the September 18 Board meeting, Trustees will be asked to affirm by vote the Annual Review of the Board' Rules and Policies has taken place.

Chuck Romer introduced the SJR State Human Resources Department staff. He then gave an update on SJR State Human Resources efforts regarding goal 4-1 to recruit, retain and develop excellent faculty and staff.

Chief Operating  
Officer Item V.A.2.b

Mr. Romer then gave an update/status report on transitioning to the state group health insurance. He noted that the individual premiums will be increasing as the State requires employees to make a \$50 contribution. The Board has already approved an increase to employees to cover this cost and it will be bargained with the faculty. Mr. Romer stated that HR has an aggressive outreach plan with bi-weekly updates to employees. President Pickens informed the Board that the additional cost to SJR State will be between \$1.7-\$2.2M for the non-recurring premium to state system since the \$80M legislative appropriation for the Florida College System to make the transition was vetoed.

Chief Operating  
Officer Item V.A.2.b

Terry Thomas overviewed the tentative schedule for the Florida School of the Arts project. Remodeling will begin in April 2025, and it will be a one-year construction project.

Ms. Thomas noted that the College has already received the year one PECO funding of \$10M for the T Building and new workforce renovation project. This project will move forward soon.

Ms. Thomas reviewed and requested approval to Award the Bid for the Sewer Piping Repair/ Replacement Project, Palatka Campus to D.E. Scorpio Corporation in the amount of \$793,007.00 (correction to memo in packet), the second lowest bid received. She noted that Scorpio was the only company that included a tentative schedule that was required. President

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

Pickens informed the Board that the College had communicated with Abba Construction, the lowest bidder, and they understand the circumstance. Steps have already been taken to prevent this from happening again.

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).

Ms. Thomas reviewed and requested approval to Award Modified Plans, Specifications, and Bid for the Site Improvements Project, Palatka Campus. She noted the Value Engineering Options list that was accepted (hard copy provided at the meeting).

Mr. Davis moved, seconded by Mr. Reid, to approve Chief Operating Officer Item V.A.3.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.3.b

Dr. Ed Jordan gave an update for information only on The Viking Experience: Core To Career - QEP Planning Year. He noted the former QEP co-directors have been promoted. He introduced the new QEP co-directors Maggie Loya, Coordinator of Student Onboarding, Engagement and Success and Dr. Misty Sutton, Instructor for Anatomy/Physiology, who provided an update with additional information.

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

Dr. Jordan noted that Faculty Convocation is tomorrow. The President will give a "State of the College" update. There will also be a guest speaker and breakout sessions.

Dr. Ros Humerick reviewed for information only the SACSCOC Reaffirmation Letter. She also noted that the SJR State 2024 Fact Book / Facts at a Glance documents were provided.

VP/Chief Institutional  
Research Officer  
Items V.C.1-2

President Joe Pickens called for the Designation of the Board's Designee on the Student Housing DSO Board. He recommended that Wendell Davis be reappointed. Chairperson Komando designated Mr. Davis to serve as the Board's Designee on the Student Housing DSO Board.

Designation of  
Board's Designee on  
the Student Housing  
DSO Board

President Pickens gave an update on the Student Housing Project. The DSO Board met today. They approved the amendments #1 to the Ground Lease and Sublease.

President's Report  
Item VII.A.

President Pickens reviewed and requested approval of Amendment #1 to the Ground Lease Agreement between the District Board of Trustees of St. Johns River State College on behalf of St. Johns River State College and St. Johns River State College Student Housing Corporation. He noted the list of items being amended, including a 40-year lease term in order to have a 30-year amortization schedule.

Mr. Davis moved, seconded by Mr. Sapp, to approve President's Report Item VII.A.1, as submitted (a detailed listing is contained in the material submitted by the Office of the President). Trustee Reid noted that he needs additional time to review the item. Following discussion, it was decided to schedule a special Board meeting for consideration of agenda items VII.A. 1 and 2. The special meeting was scheduled for next Thursday, August 29, at 3:00 pm to be held at the St. Augustine Campus.

Tabled President's  
Report Items VII.A.1-2

Mr. Davis and Mr. Sapp withdrew the motion and second to approve and agenda items VII.A. 1 and 2 were tabled until the August 29 special meeting.

President Pickens then showed the timelapse video of the construction progress to date.

President's Report  
Item VII.A.3

Chairman Komando opened the floor for nominations for Chairperson of the Board for 2024-2025.

Appointment of Board  
Officers for 2024-2025  
(Chair and Vice-Chair)

Mr. Davis nominated Mr. Komando to serve as Chairperson and Mr. Sapp seconded the nomination. There were no other nominations. Motion carried (Davis, Komando, Reid, Sapp – Yes).

Mr. Davis nominated Mr. Reid to serve as Vice-Chairperson and Mr. Sapp seconded the nomination. There were no other nominations. Motion carried (Davis, Komando, Reid, Sapp – Yes).

President Pickens noted that a ring ceremony will be scheduled once the rings arrive to celebrate the softball national championship.

President's Report  
continued

President Pickens gave an update on the volleyball team, whose season starts this Friday.

President Pickens noted that Tom Leek (Florida Senate District 7) and Judson Sapp (Florida House District 20) won in the primary election yesterday.

Trustee comments were made. Mr. Davis expressed appreciation for the work done by all on the student housing project.

Trustee Comments

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

Adjournment