

**June 14, 2021– 4:00 PM
Conference Room C**

I. CALL TO ORDER

Chair Ken Roemer, called the meeting to order at 4:02 PM.

II. ROLL CALL

Members present: Ken Roemer, Pat Wiederholt, Angie Gilpin, Brian Potter joined by phone
Members absent: Grant Riles, Michelle Hammond

III. ADOPTION OF THE AGENDA

Upon a motion made by Pat Wiederholt to accept the Agenda with the correction to change Action Item B to read 'Approval of FY22 Budget', seconded by Angie Gilpin, the motion unanimously passed.

IV. AWARDS, RECOGNITIONS, ACHIEVEMENTS

- Nursing Certificate of Excellence NCLEX – President Hollenbeck
 - Nursing program received the certificate in recognition of pass rates for Jan. 2020- Dec. 2021
 - This was identified as a problem area when the Nursing Program reviewed program data. Targeted changes were made in the program curriculum and training materials.
- Program Highlight – Allied Health – Sondra VanSickle, Director
 - CNA (Certified Nurses Aid), CMA (Certified Medication Aid) and HHA (Home Health Aid) are provided through Allied Health.
 - Due to the pandemic the number of students in the Allied Health classes were very low (about one half the number of normal years) in Spring 2020 and Fall 2020.
 - Spring and Summer 2021 is looking far better with a potential of 65 CNA students, and 12 CMA students.
 - Pass rates are also up – CNA: 94% AND CMA: 100%

V. CONSENT AGENDA

Upon a motion made by Angie Gilpin to accept the Consent Agenda, seconded by Pat Wiederholt, the motion unanimously passed.

VI. ACTION ITEM

A. Approval of Financial Report – Nancy Thompson, VP of Business Services

- End of May cash flow is fairly strong although down a little from last year.
- Summer tuition and fees were run in May.
- Working with attorneys for KASB to dispute the \$5400 gas bill from February. FHTC paid \$1800 – still owe \$4200
- We have additional student funds and additional HERF Funds that have to be spent by May of 2022.
- Received an additional 1.6 million dollars in CARES ACT.

Upon a motion made by Pat Wiederholt to approve the Financial Report as presented, seconded by Angie Gilpin, the motion unanimously passed

B. Approval of FY22 Budget – Nancy Thompson, VP of Business Services

- Salary & benefits line was reduced from the 2022 budget projections in May– health insurance benefits were down
- Increase to CTE income \$100,000 – KBOR rates went up.
- There will be a new equipment fund, we should receive \$619,000
- Reimbursed salaries – reduced from the 2022 budget projections in May– health insurance benefits were down
- Included in 2022, \$403,000 coming from CARES Acts funds to cover lost revenue in 2021.
- Expense side – Utilities increased because of higher utility costs, lease rent for the DC building went up. Audit costs went up because the CARES Act will be audited.
- Insurance – FHTC will be covering the insurance costs for the buildings.

Upon a motion made by Angie Gilpin to approve the FY22 Budget as presented, seconded by Pat Wiederholt, the motion unanimously passed.

C. Approval of FY22 Master Agreement – Sandy Weeks, HR Director & President Dean Hollenbeck

- Changes made:
 - "All administratively assigned Professional Development activities shall have 3 weeks prior notice" was stricken from the agreement.
 - New Faculty Orientation: Additional College faculty development required for faculty new to the College will be paid at the faculty's regular hourly rate.
- Salary for FY22 – Step & column with an addition of 1% increase if we have 631 FTE on the KBOR certification date in the fall.

Upon a motion made by Pat Wiederholt to approve the FY22 Master Agreement as presented, seconded by Brian Potter, the motion unanimously passed.

D. Election of Officers – Chair Ken Roemer

The following officers were nominated:

Angie Gilpin nominated Pat Wiederholt for Chair

Pat Wiederholt nominated Angie Gilpin for Vice Chair

Angie Gilpin nominated Nancy Thompson for Treasurer

Pat Wiederholt nominated Jacqui Anderson for Clerk of the Board

Pat moved nominations cease, Angie seconded and the motion passed.

Ken Roemer announced that Melissa Hall resigned as a board member. She was serving the At-Large position. He also announced that Grant Riles term is completed as of June 30, 2021.

VII. DISCUSSION ITEMS

A. Dr. Caron Daugherty, incoming president – HLC Peer Reviewer – Chair Ken Roemer

- Dr. Daugherty sent an email informing the board that she would like to continue as an HLC Peer Reviewer. She will be using her own personal time for this position. The board agreed it would be an asset for the college to have her continue as HLC Peer Reviewer.

B. College Update – President Hollenbeck

- USD 253 currently owns the FHTC buildings on the main campus. They are in the process of deeding over the property to FHTC.

- Storage areas were cleaned out last week with help from some of the EHS football team. FHTC donated \$1000 to the EHS Booster Club.
 - FHTC COVID standards have been relaxed. It is highly recommended to wear masks in some instances.
 - Summer classes started May 24.
 - Kids Culinary Experience classes –The Hospitality Culinary Arts Program is hosting two Kids Culinary Experience Sessions this summer. The first session is this week and the second session is in July.
 - RDA Steak Fry will be held here on Thursday, June 17.
- C. The final board meeting for this year is June 25th at 7:30 a.m. It will be a ZOOM meeting.

VIII. ADJOURNMENT

Upon a motion made by Angie Gilpin, seconded by Pat Wiederholt, the meeting adjourned at 5:35pm.