

**CCC and TI Board of Trustees,  
Caldwell County Commissioners, and Caldwell County Board of Education  
Joint Meeting Minutes**

**Thursday, October 21, 2021**

The CCC&TI Board of Trustees met in joint session with the Caldwell County Commissioners and the Caldwell County Board of Education at 11:00 a.m. on Thursday, October 21, 2021, at the JE Broyhill Civic Center in Room 206.

**Board members present at the meeting were:**

Larry W. Taylor-Chairman, Jerry T. Church, Alvin W. Daughtridge, Ronald Beane, Wongalee Thomas, James E. Sponenberg, William "Bill" Stone, Christopher Barlowe, Ann E. Smith, Joel Carroll, Candis Hagaman, William R. Winkler, Lowell Younce, Brianna Swanson-SGA

**Board Members absent were:**

Dale Hamby

**Caldwell County Commissioners and Board of Education members present:**

Randy Church-Chairman Commissioners, Donald Duncan-New County Manager, Jeff Branch, Donnie Potter, Darrell Pennell-Board of Ed Chairman, Don Phipps-Superintendent, Teresa Branch, Joe Sims, Ann Edwards, Chris Becker, and BJ Fore.

**CCC&TI Staff and others present:**

Dr. Mark Poarch-President, Randy Ledford, Donnie Bassinger, David Holman, Dena Holman, Susan Wooten, Mark Howell, Donna Church, Edward Terry

Chairman Larry Taylor called the meeting to order and asked Trustee Alvin Daughtridge to give the Invocation.

**ETHICS  
STATEMENT**

Trustee Ann Smith reviewed the following Ethics Statement with board members:

*In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid both conflicts of interest and appearances of conflict. Does any Board member have any known conflict of interest or appearance of conflict with respect to any matters coming before the Board today? If so, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved. ( N.C.G.S. 138A-15 (e) )*

**MINUTES**

A motion was made by Ann Smith and seconded by Chris Barlowe to approve the September 15, 2021 meeting minutes (**Attachment A**) as presented. The motion carried.

## **COMMITTEE REPORTS**

**Executive Committee:** No report

### **Athletics Committee:**

Committee Chairman Joel Carroll turned the meeting over to Dena Holman, who gave a report on the college Golf Tournament held on October 14, 2021. There were 25 teams that participated in the tournament, and approximately \$8,500 was raised, which is the biggest amount ever raised. There were several large sponsors for the event.

### **Buildings and Grounds:**

Committee Chairman Bill Stone announced the Building and Grounds Committee met this morning for the purpose of discussing the facility use agreement with ASU. Chairman Stone informed the board that copies of the agreement are in their blue folders for their review. The board was informed that when the ASU Center was built, an agreement was in place but over time the agreement lapsed and was not renewed. The agreement in the **Blue Folder** has been updated and if approved will be in affect for a 3-year term. Chairman Stone, on behalf of the Building and Grounds Committee, made a motion to approve the agreement as presented. The motion carried.

Chairman Stone also reported that State Construction has completed the final inspection of the Electrical Linemen Building. In Watauga, the roofers completed the installation of a new roof on building W372 and the new plumbing lab mock-up in the Occupational Training Building is complete.

Chairman Stone also announced that work is set to begin the week of November 1<sup>st</sup>, to upgrade the HVAC systems on both campuses. This will include chiller replacement, boiler replacement, Civic Center roof top units, Watauga heat pump units and the installation of 29 bipolar ionization units within the HVAC units to treat the entire system (kills viruses, bacteria and mold and reduces allergens, odors and any airborne particles).

**Curriculum Committee:** No report

### **Finance Committee:**

Committee Chairman Jerry Church made a motion to approve, with gratitude, the Gifts to the Intuition this period in the amount of \$14,600 (**Attachment B**) as presented. The motion carried.

A motion was made by Committee Chairman Jerry Church to approve the Interim Financial Summary Report for September 2021 (**Attachment B-1**) as presented. The motion carried.

A motion was made by Chairman Jerry Church, to accept with gratitude, the In-kind Gift Donation from Exela Pharma Sciences, LLC (**Attachment B-2**) of pharmaceutical glass vials, stoppers and over seals to be used in the college's nursing program. The motion carried.

Chairman Church presented, for information purposes, the Foundation Audit report (**Blue Folders**) for the Year Ended June 30, 2021.

**Personnel Committee:**

Committee Chairman Alvin Daughtridge presented, for information, the following employments, resignations, and retirements: the employment of Lisa Wilcox, Full-time Clinical Coordinator/Instructor, Medical Assisting Program (**Attachment C**); employment of Leah Geates, Full-time Accounting Technician, Purchasing (**Attachment C-1**); the retirement/resignation of Myra Sanders, Full-time LEIS Coordinator (**Attachment C-2**); the retirement/resignation of Linda Hardin, Full-time English Instructor, Watauga Campus (**Attachment C-3**); the retirement/resignation of Holly Korta, Full-time Psychology Instructor (**Attachment C-4**); and the resignation of Rachele Powell, Full-time Information Technology Instructor (**Attachment C-5**).

**Policy and Legislative Committee:** No report

**SGA  
REPORT**

**PRESIDENT'S  
COMMENTS**

SGA President, Brianna Swanson gave an overview of some of SGA's activities. The activities consisted of a Revive and Thrive event, handing out stress relief tools, holding a virtual costume contest for Halloween, doing a virtual version of Creepy Caldwell 5, and holding a pumpkin contest on the Watauga campus.

Dr. Poarch thanked everyone for attending the meeting. He also thanked the SGA and others who have been working with the mental health challenges for our students and employees.

Dr. Poarch expressed his sympathy for the passing of Mr. Paul Broyhill. He acknowledged, with much gratitude, all that Mr. Broyhill and his family have done for the college and the community, and having his name on one of the college's newest buildings speak to how much he helped and believed in the college. He hopes the naming also provides an appropriate testament to him in years to come. What happens in that building is what Mr. Broyhill stood for in terms of innovation, and he will be greatly missed.

Dr. Poarch thanked Donnie and his team for all they did at the Broyhill House to help the Broyhill family have a private reception.

Dr. Poarch presented, for information purposes, the Civic Center Monthly Report for September 2021 (**Attachment D**), and Letters, news articles, and board highlights (**Attachment J**).

Dr. Poarch presented, for information purposes, the Emergency Medical Science program (A45340) approval letter (**Attachment E**). Dr. Poarch announced that this is the letter for the program approval from the State Board of Community Colleges. This will allow us to offer the Emergency Medical Science program beginning spring 2022. We are preparing the prospectus for the program that will be sent to our SACSCOC accrediting agency.

Dr. Poarch informed the board that CCC&TI was recognized for outstanding performance in serving Basic Skills students during the 2020-2021 year as shown in the Measurable Skills Gains Rate for 20-21 (**Attachment F**). He is very proud of this accomplishment. The target was 42% and we were above that goal at 42.4%.

Dr. Poarch presented to the board the Financial Aide Single Audit Report (**Attachment G**). He reminded the board that we share this audit report with them annually and this year there were no deficiencies noted. The report shows that we are in good standing.

Dr. Poarch announced that he is very proud to present to the board the ETS Grant Approval Letter as shown in **Attachment H**. This is approval for our Trio Talent Search program that we had for several years and then lost the grant to fund the program. This will also allow us to hire advisors/counselors to provide support for about 500 students. Unfortunately, the grant is for Caldwell County only. We are looking into using other funds to provide the same services for Watauga County students. As we think about getting students in college, this is a great way to provide extra support. We will tie this into our Dream Scholarship program as we did before. We are hopeful this will help students advance beyond their high school years.

Dr. Poarch presented to the board, for information, the 2020-2021 Current Operating Unexpended Balances by college (**Attachment J**). He announced that back in 2018, when the State Board implemented a policy about Sound Fiscal Management, the requirement for colleges was that the percentage of operating budget could not exceed 5% or the system average whichever is higher. They provide this information every year so that we can see how we are doing. This year we have to be under 8%. We talk about performance-based funding, the last column of the handout shows what we will carry forward for this year that we didn't have to revert.

Dr. Poarch announced that there is not very much to report on concerning a legislative update because the General Assembly is not even in session. However, there is already talk of a possible reversion even though we don't have a budget to work with yet.

Dr. Poarch reported on Covid 19. He informed the board that all is going well in terms of numbers. We have had 102 students and 23 employees test positive for Covid since the beginning of fall semester. We are headed in the right direction and just hope the numbers don't go up as we go through the holiday season. People are still being hospitalized with Covid so it is still very real and we still have a lot of challenges ahead of us, but we are hopeful things are starting to turn around.

Dr. Poarch informed those present that in their blue folders there is a program guide (**blue folder**) for the programs we offer at the Paul H. Broyhill Center for Advanced Technologies Building.

## **CHAIRMAN'S COMMENTS**

Chairman Taylor presented, for information purposes, the Calendar of Events (**Attachment K**), and future board meeting dates and upcoming meetings and events calendar.

## **UNFINISHED BUSINESS**

The board welcomed back Ron Beane, who was out sick for a couple of the past board meetings, and congratulated Dr. Poarch for being inducted into the Hall of Honor. Dr. Poarch thanked everyone for their words of praise and for those who attended the induction ceremony.

## **NEW BUSINESS**

Chairman Taylor welcomed the Caldwell County Commissioners, the new Caldwell County Manager and the Caldwell County Board of Education members to the meeting. All were asked to introduce themselves.

Commissioner Chairman Randy Church introduced the new Caldwell County Manager Donald Duncan. He announced that Mr. Duncan is from Conover and will bring vision to the group they have not had in the past.

Board of Education Chairman Darrell Pennell congratulated Dr. Poarch on his induction into the Hall of Honor and stressed how blessed the Board of Education is to have Dr. Phipps as our superintendent. Mr. Pennell also expressed his appreciation for the relationship the Board of Education has with the college.

Dr. Phipps, Superintendent, stated that the relationship with the college should not be taken lightly. When we are having conversations and discussions, it is about how to provide programs for students and what we can do to make things better. He feels that the biggest need in our school system is mental health. We can't meet the academic needs for a child until we meet their emotional wellness. Dr. Phipps thanked the board for their continued support and partnership.

Dr. Poarch stated that he is honored and humbled to have received the Hall of Honor award and for all the congratulations and well wishes he has received from everyone. He announced to those present that we are certainly stronger together and couldn't accomplish anything in isolation. Dr. Poarch thanked everyone for all they do to support the students in our community to make their life better.

Dr. Poarch announced that he has gotten the Catering Group back up and running and thanked them for doing a great job with lunch for the meeting. He thanked Chef Corey Hooks, who worked with Chef Ray before he retired. He informed the board that Chef Corey will lead our Catering Group.

Dr. Poarch welcomed Mr. Donald Duncan and BJ Fore to the meeting.

Dr. Poarch informed the guests that we have three new facilities to tour if anyone is interested. The first tour will be for our technologies center. We are proud to have the Paul H. Broyhill Advanced Technologies Center and proud to be able to display Mr. Broyhill's name on that building. The second building will be our Electrical Lineman building and last will be the Biopharmaceutical lab.

**ADJOURNMENT**

There being no further business, the meeting adjourned.

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Donna Church, Recording Secretary

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Ann E. Smith, Board Secretary/Treasurer