

TARRANT COUNTY COLLEGE DISTRICT
Meeting of the Board of Trustees
August 17, 2017
6:00 p.m.

1. Call to Order. The Board of Trustees conducted its regular monthly meeting on Thursday, August 17, 2017 in the District Offices, May Owen Center, with Mrs. Louise Appleman presiding. Other trustees present were Mr. Bill Greenhill, Dr. Gwen Morrison, Mr. Conrad Heede, Ms. Teresa Ayala, Dr. Diane Patrick and Dr. Michael Evans. Also present were Chancellor Giovannini and members of the TCCD staff.
2. Public Comment. None
3. Public Hearing on 2017-18 Proposed Budget. None
4. Board Action Items and Board Business Related Items.
 - a. Approval of Minutes of the Meeting of July 20, 2017. On a motion by Mr. Heed, seconded by Dr. Morrison, the minutes for July 20, 2017 were unanimously approved as presented.
5. Trustee/Committee Reports.
 - a. Audit & Finance Committee. Mr. Greenhill mentioned that in the most recent audit and finance committee meeting they discussed the following. On a yearly bases the Director of Internal Audit, Mr. Nathan Ferguson, is required by the International Internal Audit Standards to have a self-assessment report done on what the audit department is doing. Mr. Ferguson reported to the Audit and Finance Committee on his findings. One of the recommendation found in the self-assessment report was to amend the internal audit charter, the Fiscal Year 2018 Audit Plan regarding the self-assessment report, which is required every year. The top items to be looked at this year are; Dual Credit, Upward Bound, Tradesman International contract in purchasing cars, as well as trustee expenses. The committee is recommending the board adopt the Fiscal Audit plan for 2018. The committee would like to also meld the Audit Committee and Internal Audit office together as one. Also mentioned at the Audit and Finance committee was the investment policy in regards to the mineral revenues to correlate with a recent legislature law change affective September 1, 2017 permitting mineral revenues to be invested in the Texas Trust Act

The Audit and Finance Committee recommends adoption of Fiscal Year 2018 Audit Plan. On a motion by Mr. Greenhill, the adoption was unanimously approved.

The Audit and Finance Committee recommends adoption of the revised Finance and Audit Committee Charter. On a motion by Mr. Greenhill, the adoption was unanimously approved.

The Audit and Finance Committee recommends adoption of the revised charter for the Internal Audit office. On a motion by Mr. Greenhill, the adoption was unanimously approved.

6. Consent Agenda.

- a. Consideration and Approval of Tarrant County College District Investment Broker List.
- b. Consideration and Approval of Inter-local and Cooperative Agreements.
- c. Consideration and Approval of Continuing Education 2017-18 Course Tuition.

On a motion by Mr. Greenhill, seconded by Dr. Evans, the consent agenda was unanimously approved.

7. Consideration and Approval of Items removed from Consent Agenda. None.

8. Consideration and Approval of TCCD Investment Policy. At the request of the Board of Trustees this item was tabled for further discussion. This item was no voted on.

9. Consideration and Approval of Deductive Change Order with Facilities Solutions Group for Electrical Distribution System Upgrade on Northeast Campus. Amount: (\$962,817.94) CREDIT.
On a motion by Mr. Heede, seconded by Mrs. Ayala, the change order was unanimously approved.

10. Consideration and Approval of Job Order Contracting Construction Services Contract with Basecom to Provide Space Renovation for Enrollment Services Building on South Campus. Amount \$178,263.52.

On a motion by Dr. Evans, seconded by Mr. Heede, the contract was approved 6-1, with one abstention – Mrs. Ayala.

11. Consideration and Approval of Contract Amendment with Byrne Construction Services to Provide Construction Services for Sticky Space/Informal Learning Commons Project on Southeast Campus. Amount \$3,100,000.00 (Not to Exceed).

On a motion by Dr. Evans, seconded by Dr. Patrick, the contract was unanimously approved.

12. Consideration and Approval of Contract with ProctorU, Inc. for Remote Proctoring Services. Amount \$100,000.00.

On a motion by Mr. Heede, seconded by Dr. Evans, the contract was unanimously approved.

13. Consideration and Approval of Contract with Edmentum for PLATO Courseware Site License. Amount \$162,850.00.

On a motion by Dr. Evans, seconded by Mr. Greenhill, the contract was unanimously approved.

14. Presentation on 2017-18 Proposed Operating Budget. Chancellor Giovannini presented the 2017-2018 Proposed Operating Budget. On a motion by Mr. Heede, seconded by Dr. Evans, the Board voted unanimously to approve the 2017-2018 Operating Budget. Mr. Heede motioned with the proviso that the board members would be made aware frequently of how the strategic priority

funds are being spent.

15. Consideration and Approval of 2017-18 Operating Budget.

- a. Consideration and Approval of Salaries and Benefits 2017-18 (Salary Schedules and Salary Increases). On a motion by Dr. Patrick, seconded by Mr. Greenhill, the Board voted unanimously to approve the salary schedules and salary increases. On a motion by Mr. Heede, seconded by Mrs. Ayala, the Board voted unanimously to approve the benefit increase.
- b. Authority for the Chancellor to Set Individual Salaries and Sign Contracts. On a motion by Dr. Evans, seconded by Mr. Heede, the Board voted unanimously to approve.
- c. Authority for the Chancellor to Establish Community and Industry Education Tuition and Fees. On a motion by Mr. Greenhill, seconded by Mrs. Ayala, the Board voted unanimously to approve.
- d. Consideration and Approval of Tax Exemptions for Certain Disabled and Senior Citizens. On a motion by Mr. Heede, seconded by Dr. Evans, the Board voted unanimously to approve.
- e. Setting of the Tax Rates for 2017. Maintenance and Operations. On a motion by Mr. Greenhill, seconded by Dr. Evans, the Board voted unanimously to approve.
- f. Resolutions.
 - i. 2016-2017 Budget. On a motion by Mr. Heede, seconded by Dr. Evans, the following resolution was unanimously approved.

Be it so ordered by the Board of Trustees of the Tarrant County College District that the Tarrant County College budget for the fiscal year 2017-2018 in the amount of \$409,963,305 comprised of the following amounts:

\$356,094,909 - Maintenance and Operation

\$45,838,396 - Renewal and Replacements

\$2,100,000 - Building Fund

\$5,930,000 - Auxiliary Enterprises

Be approved, and that a certified copy of the budget be filed with the state agencies as required by law and that said budget be included by reference in its entirety as a part of the minutes of the meeting.

- ii. Exemptions 2017-2018. On a motion by Mr. Heede, seconded by Dr. Evans, the following resolution was unanimously approved.

Be it so ordered by the Board of Trustees of the Tarrant County College District that all ad valorem tax exemptions comply with state law and are as follows:

Disabled Veterans	30%	\$5,000
	50%	\$7,500
	70%	\$10,000
	100%	\$12,000
Other Disabled Persons		\$3,000
Persons over Age 65		\$50,000

iii. Tax Rate 2017-2018. On a motion by Dr. Patrick, seconded by Mr. Heede, the following resolution was unanimously approved.

Be it so ordered by the Board of Trustees of the Tarrant County College District that there will be levied for the year 2017 on all property owned within the boundaries of the Tarrant County College District on the first day of the current year, January 1, 2017, except so much thereof as may be exempt by the constitution of the United States and the laws of the state, the following taxes:

An ad valorem tax of and at the rate of 14.006 cents of the \$100 cash value thereof estimated in the lawful currency of the United States for the support and maintenance of the Tarrant County College District.

Dr. Morrison commented on District level oversight of initiatives and responsibilities of student programs being sent back to the campuses. She is in agreement on these being sent back to the campus level, but also asked to consider having a district person assigned to oversee these initiatives, responsibilities and programs. One example given was Men of Color program. Dr. Evans also agreed with Dr. Morrison's comment.

16. Monthly Financial Report Information. Dr. Mark McClendon will be looking at expenditures higher than 100 percent and looking at actual percentages it would be 1112 at 92 percent. Total revenue income this year is 98 percent as last years was 99 percent. There are no new items to highlight in regards to total expenses which have not already been mentioned previously. Looking at ERS compared to last year, it's at 87.8 towards 92 percent and expenses are acceptable and within rage. Investments there is an increase in pools of \$11.1 million dollars, short terms 20 million dollars have matured leaving the balance at zero. US agencies securities market increase of 200,000 thousand dollars. Total portfolio beginning balance of 309 million and ending balance of 300 million with a difference of 8.8 million dollar increase. Yield through 7/31/17 1.21 percent our 12 month as it compares to tbill is .89 percent, spread comparison is .32, WAM 377 verses 365.

Mr. Heede asked Dr. McClendon if they have any recommendations on whether or not the WAM

can be adjusted in order to be able to invest in higher rating securities with a longer term. Dr. McClendon and the finance team will look into this.

Dr. Morrison spoke briefly about the *Sharing International Insight – 6th Annual Intergenerational Community Conversation* event taking place at TCC South Campus Early College High School from 8am – 12:00pm.

17. Chancellor’s Report Information.

- a. New Staff Member Introductions – Dr. Zarina Blankenbaker, President of Northwest Campus introduced Mr. Tom Fraire, Principle Marine Creek Collegiate High School.
- b. Campus Accolades. None.
- c. Recent Activities

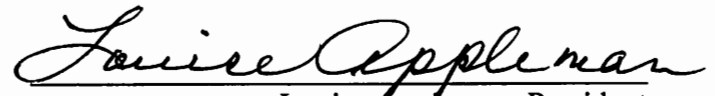
- July 21, Downtown Rotary, FW Club
- July 24, Chat with the Chancellor, Opportunity Center
- July 24, Conrad C. Heede, FW Club
- July 24, Arlington ISD Superintendent Marcelo Cavazos, AISD
- July 25, FW Star Telegram Publisher Sean Burke, FW Club
- July 25, **-Remarks-** Foster Care Alumni Transition, South Campus
- July 26, JLL Managing Director Todd Burnette, May Owen Center
- July 27-30, National Association for Community College Entrepreneurship Retreat, Tampa FL
- July 31, CELT/JCC Budget Workshop III, May Owen Center
- August 1, Tarrant County CIO Chris Nchopa-Ayafor, FW Club
- August 1, Permanent Supportive Housing Tour, Palm Tree Apartments
- August 1, Dallas Baptist University Tour, Dallas Baptist University
- August 2, UNT-Health Science Center President Michael Williams, FW Club
- August 2, City of Fort Worth Assistant City Manager Jay Chapa, City Hall
- August 2, Housing and Urban Development Regional Administrator Beth Van Duyne, HUD
- August 2, Fort Worth Chamber Brandom Gengelbach, May Owen Center
- August 3, MULTATECH Chairman and CEO Alfred Saenz, Petroleum Club
- August 3, Rob Matwick Texas Rangers, Arlington ISD Marcelo Cavazos, Globe Life
- August 3, **-Remarks-** Chancellor’s Quarterly Excellence Awards, Trinity River Campus
- August 4, **-Remarks-** 4th Annual Breakfast With Our Elders, Opportunity Center
- August 4, **-Remarks-** National American University Doctoral Cohort, Trinity River Campus
- August 7, Conrad Breitbach Doctoral Study Interview Conference Call, May Owen Center
- August 7, Fort Worth Executive Roundtable, City Club
- August 8, TCU Assistant Director Rachel Capua, FW Club
- August 8, Louise Appleman, May Owen Center
- August 8, **-Presenter-** Jim Chadwell Community Leaders, Chisholm Trail High School
- August 9, **-Remarks-** Community Breakfast Group, Joe T Garcia’s
- August 10, **-Remarks-** Castleberry ISD Convocation, Marsch Middle School
- August 10, Achieving the Dream Exit Interview Carol Lincoln Conference Call
- August 10, Board of Trustees Governance, May Owen Center
- August 11, **-Remarks-** Asian Business EXPO Award Luncheon, Arlington Convention Center
- August 12, Community Link Mission’s Back-to-School Bash, Northwest Campus
- August 14, Dallas County Community College District Chancellor Joe May, Ritz Carlton
- August 15, Viridian General Manager Bob Kembel Viridian Visit, Viridian Park Lane
- August 15, Audit & Finance Committee, May Owen Center
- August 15, JCC Monthly Meeting, May Owen Center
- August 16, **-Keynote Speaker-** FW Hispanic Chamber Education Luncheon, FW Club
- August 17, The T General Manager Paul Ballard, Burnett Plaza
- August 17, Board of Trustees Monthly Meeting, May Owen Center

18. Closed Session:

- Deliberation Real Property, Section 551.072, *Texas Government Code*. The Real Property discussion will address the purchase, exchange, lease or value of Real Estate.
- Deliberation on Personnel Matters, Section 551.074, *Texas Government Code*.
- Consultation with Attorney, Section 551.071, *Texas Government Code*. For purposes of a private consultation with Board's Attorney on any subjects or matters authorized by law. The deliberation will include any Pending/Contemplated Litigation.

17. Consideration and Action on Closed Session Items. The Board reconvened 7:45 p.m.

18. Adjournment and Announcement of next meeting. The meeting was adjourned at 7:46 p.m. The next regular Board Meeting will be **September 21, 2017**.



Louise Appleman, President
Board of Trustees



Teresa Ayala, Secretary
Board of Trustees