

TARRANT COUNTY COLLEGE DISTRICT

Meeting of the Board of Trustees

November 19, 2020

6:00 p.m.

1. **Call to Order.** The Board of Trustees conducted its Board Meeting on November 19, 2020 at the Trinity River Campus, with Mr. Conrad Heede presiding. Other Trustees present were Mr. Kenneth Barr and Mr. Greenhill. Dr. Gwendolyn Morrison, Ms. Teresa Ayala, Dr. Michael Evans and Dr. Diane Patrick were also present via video conferencing. Also present were Chancellor Giovannini and members of the TCCD staff.

Mr. Heede read the following statement.

On March 13, 2020, Governor Greg Abbott issued a Declaration of Emergency as a result of the COVID-19 virus outbreak. Subsequently, on March 16, 2020, pursuant to the authority granted in the Declaration, Governor Abbott temporarily suspended the application of certain provisions of the Open Meetings Act, Texas Government Code Chapter 551, in order to permit telephonic open meetings. This was an effort to mitigate the spread of the COVID-19 virus by avoiding large group meetings while still ensuring continued governmental operations and preserving transparency in the decision-making process. Tarrant County College District gave notice of its intent to conduct a video conference / open meeting thereafter and of its intent to permit the public to make comment at the meeting by telephone.

2. **Public Comment/Special Presentation.** None

Mr. Heede took a moment to thank the Board of Trustees for their continued work. He also commented on how proud he is to serve with fellow trustees.

Mr. Barr introduced a special guest, Ms. Chelsea Foran. A graduate of TCC currently working at JPS and is in the Master of Nursing Program at Texas Tech. Her assignment was to attend a board meeting and she selected TCC.

3. **Board Action Items and Board Business Related Items.**

- a. Approval of Work Session Meeting Minutes – October 8, 2020.

On a motion by Mr. Barr, seconded by Dr. Evans, the minutes were unanimously approved.

- b. Approval of Board of Trustees Meeting Minutes – October 15, 2020.

On a motion by Mr. Barr, seconded by Dr. Patrick, the minutes were unanimously approved.

c. Approval of Special Meeting Minutes – October 21, 2020.

On a motion by Dr. Evans, seconded by Mr. Barr, the minutes were unanimously approved.

d. Trustee Activities

Dr. Morrison commended TCC Chancellor and employees for their continued successes. She gave accolades to the Associate of Arts in Teaching program, which was recently recognized by the US Department of Education College Score Card ranking number 5 in the top 24 Associate in Teaching Degree programs in the United States. Dr. Morrison recognized the TCC Publications Graphic Design Department for winning 9 awards through GDUSA Graphic Design USA. Dr. Morrison also recognized Vice Chancellor Mr. Reginald Gates.

Dr. Evans reported that he is in the runoffs for Mayor of Mansfield, early voting starts on Monday with election day on December 8, 2020. He expressed his appreciation of the Board for their support and the work and due diligence that takes place at Tarrant County College.

Mr. Heede acknowledged and congratulated Dr. Evans for his mayoral campaign and referenced how, if successful, we'd hate to see him go. Dr. Morrison echoed those sentiments. Mr. Heede also reported that on November 7, 2020 the Rotary Club conducted interviews to provide scholarships for students interested in attending college outside of the United States. He thanked the Chancellor for allowing the Rotary Club to conduct these interviews at TCC, also thanked Mr. Reginald Gates and his staff for their coordinating this event, along with the technical staff of Bruce Grinstead and Kevin Lee, and Dr. Sean Madison for his hospitality at Trinity River Campus. Mr. Heede thanked members of the scholarship selection committee which included Dr. Elva LeBlanc, Dr. Zarina Blankenbaker, Dr. Kenya Ayers and Dr. Peter Jordan. There were 5 very strong candidates which made it difficult to only select 3 scholarship winners.

e. Finance & Audit Committee Report

Mr. Greenhill provided the Finance & Audit Committee Report on behalf of Ms. Ayala. Mr. Greenhill reported that the Finance Committee met on October 28, 2020 to deliberate and review the Internal Audit Report. Mr. Greenhill recommended approval of the findings from the Finance & Audit Committee.

On a motion by Mr. Heede, seconded by Mr. Barr the Finance & Audit Committee Report was unanimously approved.

4. Consideration and Approval of the Consent Agenda.

- a. Consideration and Approval of Four New Programs with Multiple Awards/Levels for Implementation in Fall 2021.

- b. Consideration and Approval of a Letter Agreement with Barnes and Noble to Invoice TCCD for the Cost of Science Lab Kits Ordered by Students to be Paid Using CARES Act Funds when Eligible.
- c. Consideration and Approval to Purchase 3 Snap-On Tool Kits for Instructional Use in the Aviation Maintenance Technology (AMT) Program in the Amount of \$158,291.21.
- d. Consideration and Approval of the Purchase of a 5-year Agreement with TeamDynamix Through Reseller SHI Government Solutions in the Total Amount of \$728,454.00.
- e. Consideration and Approval of FI (LOCAL) Solicitations Policy Revision.
- f. Consideration and Approval of FLA (LOCAL) Student Rights and Responsibilities/Student Expression and Use of College Facilities Policy Revision.
- g. Consideration and Approval of FM (LOCAL) Discipline and Penalties and FM (REGULATION) Administrative Conduct Procedures Policy Revisions.
- h. Consideration and Approval of the Modification of Board Policy DEC (Local) to Provide for Use of Accrued Leave for Catastrophic Illness of a Family Member and Parental Leave.
- i. Consideration and Approval of Deductive Change Order with Chambers Engineering for the FY2019-20 Scaffolding Project at Northwest Campus in the Amount of -\$106,076.81.

On a motion by Dr. Patrick, seconded by Dr. Evans, the consent agenda items were unanimously approved.

5. Consideration and Approval of Individual Action Items.

- a. Consideration and Approval of the Purchase of a 5-year Agreement for Instructure Canvas Learning Management System (LMS) in the Amount of \$3,969,058.12.

On a motion by Dr. Evans, seconded by Mr. Barr, the item was unanimously approved.

- b. Consideration and Approval of Contract with Beck Architecture, LLC for Phase One Research & Discovery for Wayfinding & Signage Program Services District-Wide in the Amount of \$164,080.80.

On a motion by Mr. Barr, seconded by Dr. Morrison, the item was unanimously approved.

The Chancellor provided an overview statement on the following series of agenda items. Ms. Alanis conducted a PowerPoint presentation to recap activities that brought us to this point on the Northwest Campus Redevelopment. The Chancellor provided concluding remarks following the presentation.

- c. Consideration and Approval of a Contract with Farnsworth, Inc. for Commissioning Services for the Redevelopment of Northwest Campus in an Amount Not to Exceed \$700,000.00.

On a motion by Dr. Evans and seconded by Mr. Greenhill, the item was unanimously passed.

- d. Consideration and Approval of Services with Huckabee, Inc. for Architectural Services for the Redevelopment of Northwest Campus an Amount Not to Exceed of \$9,511,471.00.

Mr. Barr initiated a motion. Mr. Greenhill made a motion to approve for discussion purposes only. Dr. Patrick seconded the motion. Mr. Barr made a motion to delay consideration of agenda items 5., d, e, and f, until the December board meeting with the understanding that staff will gather information and provide a briefing to the board on these items during the December work session.

Mr. Greenhill made an amended motion to approve the contract with Huckabee. The amended motion was seconded by Dr. Morrison for discussion purposes. The amended motion was defeated. Dr. Morrison asked what additional information would staff bring forward in the December meeting and what impact might the delay have on the project. The Chancellor discussed the potential impact of delay. Dr. Morrison asked Mr. Barr to speak to his motion to delay.

Mr. Barr expressed his unreadiness on the agenda item and initiated discussion and presented remarks on the unreadiness. He expressed that the Board needed more information and would like to be included in the decision-making process.

Other members of the Board including Mr. Heede, Dr. Morrison, Dr. Evans, Ms. Ayala and Dr. Patrick expressed their concerns with approving related agenda items without additional information and involvement in the planning process. Dr. Morrison requested that each item be reviewed individually.

Dr. Morrison made a substitute motion to consider the items individually. Dr. Evans seconded the motion.

Mr. Barr made a motion to amend his original motion to adjust the approval amounts to continue this project until the end of December 2020.

Mr. Barr to adjust the Huckabee contract amount to \$1,500,00.00 for work to be completed through December 31, 2020, seconded by Dr. Patrick, the item was unanimously approved.

- e. Consideration and Approval of Contract with Jacobs for District Bond Program Owners Representative Contract in the Amount of \$26,270,795.00 from December 1, 2020 through December 31, 2025.

Mr. Barr made a motion to adjust the Jacobs contract amount to \$500,000.00 for work to be completed through December 31, 2020, seconded by Ms. Ayala, the item was unanimously approved.

f. Consideration and Approval of Contract with Perkins & Will for Re-Development Design Services on Southeast Campus in the Amount of \$2,182,654.00.

Mr. Barr made a motion to adjust the Perkins & Will contract amount to \$500,000.00 for work to be completed through December 31, 2020, seconded by Dr. Evans, the item was unanimously approved.

g. Consideration and Approval of Contract with Royer Commercial Interiors for the Third Floor Corporate Services Renovation at the Erma C. Johnson Hadley Center of Excellence in the Amount of \$857,691.36.

On a motion by Mr. Barr, seconded by Dr. Patrick, the item was unanimously approved.

h. Consideration and Approval of Contract with Weatherproofing Services, LLC for Roof Replacement for South Campus in the Amount of \$919,519.00.

On a motion by Dr. Morrison, seconded by Dr. Evans, the item was unanimously approved.

i. Ratification of Proposal with Texas Air Systems, Inc. for COVID 19 - District-wide Bipolar Ionization Additions in the Amount of \$128,150.00.

On a motion by Dr. Patrick, seconded by Dr. Morrison, the item was unanimously approved.

j. Authorization of Contract Addendum No. 2 with ABM Texas General Services, Inc. to Extend the Duration of the Enhanced COVID-19 Services through Spring/Summer 2021 and Increase Spending Authority by \$233,000.00.

On a motion by Dr. Morrison, seconded by Dr. Evans, the item was unanimously approved.

k. Consideration and Approval of Contract with Air Balancing Company, Inc. for the Inspection and Calibration Services of Fume Hood and Exhaust Fans District-Wide in the Amount of \$239,633.75.

On a motion by Dr. Morrison, seconded by Ms. Ayala, the item was unanimously approved.

l. Consideration and Approval of Resolution and Participation Agreement to Authorize Tarrant County College District Participation in Haslet Tax Increment Reinvestment Zone #1 and Appointment of Representatives.

On a motion by Mr. Greenhill, seconded by Mr. Barr, the item was unanimously approved.

6. Monthly Financial Report Information.

Chief Operating Officer Susan Alanis reported the financials as follows for October 2020. Total income is at 14.9 percent, total expenses is at 18.9 percent. Pools decreased by 1.5 million. No activity in Treasury Bills. Total Portfolio decreased by \$11.9 million during October to an ending balance of \$680.6 million. Yield was 0.69 percent at October 31, 2020 and the Weighted Average Maturity was at 230 days.

Ms. Alanis also mentioned that the Finance & Audit Committee will be meeting on December 8, 2020 and will present a report to the Board at the next Work Session meeting on December 10, 2020.

7 Chancellor's Report Information.

Chancellor Giovannini commented in reference to the monthly financials, that next month the Board will receive reports detailing both enrollment and financial aid progress. The report will show where we were in the summer, fall and what we are looking at for the spring of 2021.

The Chancellor also reported that on November 18, 2020, TCC held its first ever virtual all employees meeting. This meeting was in response to staff and faculty's need and desire to connect. We took the time to celebrate employee milestones such as anniversaries and retirements. This was an opportunity to give appreciation, acknowledgement and thanks to the work that TCC employees do. Over 1600 employees logged into the virtual meeting, which significantly confirms the desire for our employees to connect and engage with each other, we received numerous accolades from the event. This year we invited Shola Richards, a renowned author, speaker and CEO of Go Together Global. Shola was a presenter at last year's Chancellor's Breakfast, this year we asked him to speak about empathy and the care that we should be giving to each other especially during this time.

Mr. Heede reiterated the importance of the virtual all employees meeting and what a success this event was.

Dr. Morrison asked a couple of questions for future agenda items. She would like to have at the next meeting a plan to take a formal look at the City of Fort Worth report on Racial and Culture Task Force and explore how TCC is doing on these parameters and how we can use their report to improve on our life here at TCC for students, faculty and staff. Dr. Morrison would also like to see information on employee consideration.

Mr. Heede added that he would like to request items related to Success Points and measurements of how this college is doing and hope that these items will be included in the monthly meetings.

- a. College Accolades.
- b. Recent Activities.

8. **Closed Session:** None

The Board entered a closed meeting at 6:30pm to discuss matters permitted by the following sections of Chapter 551 of the Texas Government Code.

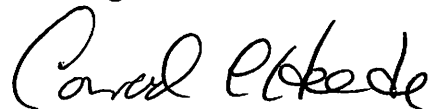
- a. Section 551.071, Consultation with Attorney
To see the advice of its attorney about pending or contemplated litigation, settlement offers, or any matter in which the duty of the attorney to the District under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act.
 - i. Legal issues regarding any item listed on today's District Board Meeting agenda.
- b. Section 551.072, Deliberations Regarding Real Property
Deliberate the purchase, sale, exchange, lease or value of real property where deliberation in an open meeting would have a detrimental effect on the position of the District in negotiations with a third party.
- c. Section 551.074, Deliberations on Personnel Matters
Deliberate appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.
- d. Section 551.076, Deliberations on Security Devices or Security Audits
Deliberate regarding the deployment, or specific occasions for implementation, of security personnel or devices.

The Board may reconvene in open session and act on any item listed on the Executive Session Agenda in accordance with Chapter 551 of the Texas Government Code.

9. **Consideration and Action on Closed Session Items.**

10. **Adjournment and Announcement of Next Meeting.**

The meeting adjourned at 7:57pm. The next Work Session Meeting will be on Thursday, December 10, 2020 and Regular Board Meeting will be Thursday, December 17, 2020.



Conrad C. Heede, President
Board of Trustees



Diane Patrick, Secretary
Board of Trustees