

TARRANT COUNTY COLLEGE DISTRICT

Meeting of the Board of Trustees

December 17, 2020

6:00 p.m.

1. **Call to Order.** The Board of Trustees conducted its Board Meeting on December 17, 2020 at the Trinity River Campus, with Mr. Conrad Heede presiding. Other Trustees present were Mr. Kenneth Barr, Mr. William Greenhill and Dr. Michael Evans. Dr. Diane Patrick, Dr. Gwendolyn Morrison and Ms. Teresa Ayala 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

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

- a. Approval of Work Session Meeting Minutes – November 12, 2020.

On a motion by Mr. Greenhill, seconded by Dr. Morrison, the minutes were unanimously approved.

- b. Approval of Board of Trustees Meeting Minutes – November 19, 2020.

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

- c. Trustee Activities

Mr. Heede congratulated Dr. Evans on being Mayor Elect for the City of Mansfield. Dr. Evans thanked Mr. Heede and members of the Board of Trustees and the constituents for the opportunity to serve as a member on the Tarrant County College Board of Trustees. Other members of the Board of Trustees also congratulated Dr. Evans.

Ms. Ayala highlighted the community partnership of Tarrant County College Northwest campus for sponsoring a parade float for the Eagle Mountain Saginaw chapter of the

Rotary International. Dr. Zarina Blankenbaker, Dr. Judith Gallagher and Dr. Vesta Martinez served as liaisons for this project, which was constructed and implemented by TCC staff and students. Ms. Ayala also acknowledged George Miller for being the Technical Director, Alan Dean, Nikki Desha Smith, Holly Price, Casey Nail, Brittany Evans and Sarah Green. She also recognized the TCC Fire Rescue vehicles that were featured in the parade, which transported the Eagle Mountain Saginaw Rotary President Deb Gaffney and Treasurer Jan Young. The float was titled Gifts of Service.

Ms. Ayala also reflected on the past year stating that the year was a year of uncertainty and a challenging year, however each member of the TCC family has demonstrated that we can work to resolve with perseverance, conviction and compassion throughout this time. She provided some highlights of the year, including the TCC Foundation issued \$1.8 million in scholarships this year. Approximately 46,300 students taking classes virtually, effective March 2020. There were 205,387 rides that were provided to TCC students since the inception of the Easy Ride partnership with Trinity Metro. TCC served approximately 5800 veterans and their families. There were 140 employees that participated in the tuition reimbursement program totaling \$285,000.00. There were approximately 7600 degrees and certificates conferred, including 130 certificates awarded to first responders. Countless lives have been enriched by TCC, Ms. Ayala thanked Dr. Giovannini for his leadership, as well as the faculty and staff of TCC.

Dr. Morrison commended the Chancellor and employees for their continued hard work. She spoke about the Inaugural Middle and High School Power Summit that took place virtually last week. This event allowed opportunities to listen and engage middle and high school students. Mr. Jiles Clark, an author of two books was the Middle School Keynote speaker and Ms. Elizabeth Martinez was the High School Keynote speaker. MeKayla Cook, a dual enrolled student at Dunbar High School and Texas Wesleyan. MeKayla is credited with instituting the National High School Voter Registration Day in North Texas and was a speaker for this event.

Dr. Morrison also reported that the 6th Annual Community Visioning Forum “State of the Six” was hosted by TCC last Saturday. This event seeks to engage citizens and elected officials in conversations to collect and share concerns, ideas, issues and questions regarding future education, economic development and revitalization of our community. Chancellor Giovannini spoke about the key role that Tarrant County College has played, is playing and will continue to play as we move forward together.

Mr. Heede gave kudos to the Chancellor for allowing the use of the Trinity River campus to commission three 2nd lieutenants into the U.S. Army, included were two nurses and one female armored officer, she drives tanks. The hope is to promote the ROTC program more at TCC to encourage students into careers in the military, the ROTC program provides scholarship opportunities and career paths.

d. Finance & Audit Committee Report

Ms. Ayala reported that the Finance and Audit Committee met on December 8, 2020 to discuss the Comprehensive Annual Financial Report, Mr. James Fitts with Weaver provided the committee with an overview of the audit process and preliminary review of the report. The review included results in the following areas, financial statements,

Federal and State awards. The results found no material weaknesses, deficiencies, or non-compliance in any areas. Additionally, TCC received a certificate of achievement for excellence in financial reporting from the Government Finance Officers Association for the 2019 Comprehensive Annual Financial Report for the 28th consecutive year. Ms. Ayala recognized Ms. Nancy Chang, Mr. Stan Vick and Ms. Susan Alanis and the Chancellor for their work and support. Later in the meeting, the Board will have an opportunity to consider and approve the finding from this report, which the committee will be recommending acceptance of the Comprehensive Financial Annual Report.

4. **Consideration and Approval of the Consent Agenda.**

- a. Consideration and Approval of Contract with Elsevier, Inc. for the Spring 2021 Nursing Cohort Enrollment Training in the Amount of \$142,332.50.
- b. Consideration and Approval of Purchase of Assessment Technology Institute (ATI) for the Spring 2021 Nursing Cohort Graduating in Fall 2022, in the Amount of \$135,150.00.

On a motion by Mr. Greenhill, seconded by Ms. Ayala, the consent agenda items were unanimously approved.

5. **Consideration and Approval of Individual Action Items.**

- a. Consideration and Approval of Contract with Freedom Construction for Classroom Upgrades and Mechanical Exhaust Systems on South Campus in the Amount of \$170,758.69.

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

- b. Consideration and Approval of Contract with Chambers Engineering, LLC for Sidewalk and Traffic Modifications on Northeast Campus in the Amount of \$214,603.43.

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

- c. Consideration and Approval of Contract with Freedom Construction for Classroom Renovation on Northeast Campus in the Amount of \$183,767.23.

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

- d. Consideration and Approval of Interim Agreement with Perkins & Will for Re-Development Design Services on Southeast Campus in the Amount of \$265,530.00.

On a motion by Mr. Barr with the understanding that staff will convey to Perkins & Will that we don't want them spending money on items that are going to be considered through this process that we have spent discussing. This item was seconded by Ms. Ayala, the item was unanimously approved.

- e. Consideration and Approval of Interim Agreement with Jacobs for District Bond

Program Owners Representative Contract in the Not To Exceed Amount of \$441,000.00.

On a motion by Mr. Greenhill, seconded by Dr. Evans. Mr. Barr made a substitute motion; he is not ready to move forward with any decision regarding the Bond Program for a number of reasons. He proposed that staff provide additional information including complete and impartial analysis of construction alternatives that have been suggested including POE, ICF and VRF. This analysis should include consideration of other 21st century construction products, technologies and techniques that can improve the sustainability and operating efficiencies of TCC's buildings. Mr. Barr asked for a second to his substitute motion, Ms. Ayala seconded this substitute motion. Mr. Barr reiterated that he is not ready to move forward with approving additional contracts related to the Bond Program and expressed two categories of concerns. The first concern was about the handling of major decisions, stating that last week TCC staff provided the Board with a tremendous amount of information that was helpful and appreciated, but it was too much information with little time to review and absorb. The contracts tonight will commit TCC to spend millions of dollars over time. Mr. Barr expressed that he is not confident that we are on the right track. His second concern is the disregard of Board suggestions. He acknowledged that TCC staff and consultants have responded to the issues, but the responses often were "riddled with various and misleading information". He expressed that what is missing is the comparative analysis of the suggested building options proposed. Mr. Barr stated that the Board needs a full exploration of the advantages and disadvantages including initial costs, long-term operating costs and operational performance of the systems that will best meet TCC's needs. He would like to see an analysis of the following technologies to include use of power in ethernet (POE) for lighting and other purposes including communications; the feasibility of expanding the use of the nLight system for communications and other purposes beyond lighting control; options for using insulated concrete forms (ICF) and operations options for the use of variable refrigerant flow (VRF) technology and the potential to use other 21st century construction, technology, products and techniques. If necessary, TCC should engage additional professionals who possess the specific knowledge required to conduct the analysis.

Other members of the Board including Mr. Heede, Dr. Morrison, Ms. Ayala, Dr. Patrick, and Dr. Evans, expressed their concerns with approving related agenda items without additional information and involvement in the planning process. Ms. Ayala recommended the establishment of a Digital Transformation Committee with representation from the Board to explore and discuss any long-term developments and impact of emerging technologies with strategies and how challenges or business practices could be improved using those technologies and data. She would also like to see the facility standards information reflected in Board policies. She requested annual retreats to focus on strategic planning and visioning to review the facilities standards and related policies.

Mr. Greenhill asked about the risk implications in stopping the project. Mr. Barr amended his motion to include Ms. Ayala's recommendations. Ms. Ayala seconded.

Dr. Morrison expressed concern regarding payment to vendors if the item is not approved.

Chancellor Giovannini addressed implications in the case of stopping the project and asked the Board for clarification on what their expectations are and explained that if an independent firm is needed to obtain the information requested by the Board, this may

take longer than the expected timeframe.

Dr. Morrison made a substitute motion to approve an interim agreement not to exceed \$441,000.00 through January 31, 2021, that will continue the Owner's Rep efforts to answer the questions that have been presented by the Board, and to provide a schedule for completing that work within 90-120 days. The motion also included the recommendations from Ms. Ayala. Dr. Evans seconded the motion for the purpose of discussion. Dr. Morrison restated her substitute motion. Mr. Barr seconded the substitute motion, and stressed the need to make it clear that no design or engineering work be done in the interim. He also added to the motion that if the Chancellor determined more resources were needed, he has authority to approve based on his spend authority, or call for a special meeting of the Board. The item was unanimously approved as amended.

- f. Consideration and Approval of Resolution and Participation Agreement to Authorize Tarrant County College District Participation in River Oaks Tax Increment Reinvestment Zone #1 and Appointment of Representatives.

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

- g. Consideration and Approval of Payment of Tarrant College District's Pro-Rata Allocation of the Tarrant Appraisal District 2021 Budget for Services Associated with Levying a Property Tax in an Amount Not to Exceed \$1,296,634.01.

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

- h. Consideration and Acceptance of the Comprehensive Annual Financial Report for the Fiscal Years Ended August 31, 2020 and 2019.

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

6. **Monthly Financial Report Information.**

Chief Operating Officer Susan Alanis reported the financials as follows for November 2020. Total income is at 21.5 percent, total expenses is at 26.1 percent. Pools increased by 6.4 million. No activity in Treasury Bills. Total Portfolio decreased by \$3.8 million during November to an ending balance of \$676.8 million. Yield was 0.69 percent at November 30, 2020 and the Weighted Average Maturity was at 216 days.

Ms. Alanis also provided the FY2020 Year-End Contribution to Fund 10 Fund Balance Budgetary-Basis report, stating that we have added \$43 million to Fund 10 fund balance at end of FY2020.

Mr. Heede asked about the status of funding for the sticky spaces. He also asked about the calculation of the yield and the amount it was based upon.

Dr. Morrison inquired as to whether consideration had been given to employee salary compensation. The Chancellor stated he will possibly come back to the Board with an amended budget.

7. Chancellor's Report Information.

Chancellor Giovannini spoke about the college's accreditation through Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), which occurs every 10 years, the cycle includes a mid-cycle review – fifth year interim review. Peer review team visited TCC in September 2020 as part of our fifth year interim report. The visiting team focuses on reviewing a percentage of our off-campus sites as a part of substantive change. SACSCOC visited 10 sites virtually and offered no recommendations, this also included a Referral Report which is in response to address questions that were identified by the five-year interim report committee, SACSCOC again offered no recommendations, this means that there is no need for future reports nor were there any recommendations, which is a great achievement for the TCC family. The next step now that we have the five-year review behind us is to prepare a compliance certification as well as reestablish our QEP (Quality Enhancement Plan). Dr. Giovannini provided a timeline of the QEP steering team, who will address the QEP plan and preparing for the compliance certification.

In closing Dr. Giovannini congratulated Dr. Evans on being the Mayor Elect for the City of Mansfield.

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

8. Closed Session:

The Board entered a closed meeting at 8:09pm 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.
Mr. Felipe Maldonado
- 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 closed session ended at 8:39pm. The Board reconvened and adjourned with no action taken at 8:40pm. The next Work Session Meeting will be on Thursday, January 14, 2021 and Regular Board Meeting will be Thursday, January 21, 2021.



Conrad C. Heede, President
Board of Trustees



Diane Patrick, Secretary
Board of Trustees