

MINUTES: February 18, 2021

MEETING: Daytona State College
District Board of Trustees

PLACE: Daytona State College's
Hosseini Center
Room 103
1200 W. International Speedway Blvd.
Daytona Beach, Florida

PRESENT: Dr. Thomas LoBasso, Corporate Secretary/President
Dr. Randall Howard, Chair
Mrs. Betty Holness, Vice Chair
Mr. Bob Davis
Mrs. Sarah Dougherty
Mr. Randy Dye
Mr. Lloyd Freckleton
Mrs. Mary Ann Haas
Mr. Robert Lloyd
Mr. Garry Lubi

Board Meeting began 2:00 p.m.

Distributed via email 2/15/21 at 10:52am: Revised HR Memorandum (Page 134). Made an official part of the minutes as Supplemental A: 2/18/21. Approval Authorization of Transfer of Funds (Page 215a). Made an official part of the minutes as Supplemental B: 2/18/21. Distributed via email 2/16/21 at 12:26pm: Revised Agenda (Page 2). Made an official part of the minutes as Supplemental C: 2/18/21. Distributed via email 2/17/21 at 7:16pm: Information Only: Residential Housing Construction Management Contract (Pages 216-216b). Made an official part of the minutes as Supplemental D: 2/18/21

I. CALL TO ORDER

Dr. Howard called the meeting to order at 2:00 p.m.

II. PLEDGE OF ALLEGIANCE

Conducted the Pledge of Allegiance.

III. ROLL CALL

All trustees were present.

IV. PUBLIC PARTICIPATION

Dr. Howard inquired if there were any members from the public that requested time to appear before the Board. No requests were received.

V. PUBLIC HEARING - POLICIES

A. Approval of First Reading – College Policies Sections 1-4

Mr. Brian Babb, General Counsel, reviewed all policies in section 1-4 and Policy 8.07. He stated those that were not changing and explained any that had revisions. This review is in preparation for the College's ten-year accreditation visit.

MOTION: (Freckleton/Haas) The District Board of Trustees approve the first reading of College Policies Sections 1-4 and College Policy 8.07. Motion carried unanimously.

B. Approval of First Reading – College Policy 8.07: Naming of Buildings, Areas and Programs

See Item V.A.

MOTION: See motion under Item V.A.

V. CONSENT AGENDA

- A. Approval of 1/21/21 Board Meeting Minutes
- B. Approval of Agreements
- C. Approval of Agreements - Affiliation
- D. Approval of Budget Amendments
- E. Approval of Deletion of Inventory Items
- F. Approval of Grant Application
- G. Approval of Human Resource Recommendations

MOTION: (Dye/Holness) The District Board of Trustees approve the Consent Agenda. Motion carried unanimously.

VI. TIME RESERVED/PRESIDENT

A. Basic Law Enforcement Academy Presentation

Dr. LoBasso introduced Dr. Amy Locklear, Provost, who presented an overview of the College's Basic Law Enforcement Academy. She shared that the standard curriculum is 770 hours, which includes 18 courses, and textbooks and curriculum are supplied by the Criminal Justice Standards and Training Commission (CJSTC). A state certification exam is required for employment. There are six academies per year with 30 students in each and the program graduates 98 per year. The Academy has an 84% exam pass rate and an 82% placement rate. She reviewed the academy application requirements, the cost of the program and financial aid, scholarships and Bright Futures options to pay. An average of 37 recruits per year are sponsored by local agencies which pay the full cost of the program. She reviewed components of the instruction which included locations of the training and the number of full and part-time instructors, which are all certified by CJSTC. The program is audited annually by the CJSTC and received a perfect on its last audit. An advisory board that

includes 21 police chiefs from area agencies meets once a month to discuss training needs and review applicants. The College annually conducts an assessment of the program and the Florida Department of Law Enforcement conducts a customer service survey every five years and shared results of the most recent one. She indicated new updates to the curriculum which included "Conversations with Police", Virtual Ti Lab Simulator, uniforms that include full gun belt and body worn camera, and ABLE program.

B. Presentation: Cross Country Teams – National Championships

Dr. LoBasso shared information on the accomplishments of the Men's and Women's cross-country teams. He congratulated the teams and presented Mid Florida Conference award medals to each athlete and to Coach of the Year, Judy Wilson.

C. President's Update

Dr. LoBasso shared he was guest speaker at the Palm Coast-Flagler Regional Chamber's webinar and spoke on the College's role in the MedNEx project. He participated in Mayor Derrick Henry's Equity Initiative-Education Focus Group and attended their virtual meeting. The Federal Awards Audit was conducted with the State Auditor and thanked Dr. Howard for attending. He shared the Occupational Therapy Assistant program's 10-year reaccreditation visit occurred virtually this year and was successfully reaccredited. He met with the Assistant Superintendent of Volusia County Schools and Trustee Bob Davis on dual enrollment opportunities. He thanked the Board for participating in the J. Griffen Greene Re-Dedication ceremony and felt the timeline wall added to the history of the building's name.

VII. COLLEGE COUNSEL

A. Approval of Residential Housing Resolution 2021-01

Mr. Babb explained the resolution is to ratify the certification of the DSC Housing Corporation; authorize and approve the support agreement, ground lease agreement, and personal services agreement. The Board also authorizes the delivery of an invitation to negotiate. He shared the Board has seen most of these documents but wanted to present again as some had minor date changes. He thanked Mr. Lubi for serving on the DSC Housing Corporation Board and having his expertise during this process.

MOTION: (Lloyd/Holness) The District Board of Trustees approve Residential Housing Resolution 2021-01. Motion carried unanimously.

A. Approval of Authorization to Transfer Funds

Mr. Babb explained the authorization to transfer funds is required per Florida Statute and presented for approval.

MOTION: (Lloyd/Haas) The District Board of Trustees approve the transaction to transfer funds from the Daytona State College Foundation to the Daytona State College Housing Corporation in the amount of \$4,096,764.27, for the construction and operation of on-campus residential housing. Motion carried unanimously.

B. Information Only – Residential Housing Construction Management Contract

Mr. Babb stated this item was for information only and explained the Construction Management contract was revised to complete items left blank that are now known because the Guaranteed Maximum Price has been received. Mr. Babb explained at the next meeting they will bring forward the debt to be incurred by the Housing Corporation for approval. Dr. LoBasso mentioned there may be the need to have a Special Board Meeting in March to stay on track with the housing project.

XIII. FINANCE

A. Executive and Financial Summary Reports as of 1/31/21

Mr. Martin Cass, Vice President for Finance, presented the financial report for the period ending January 31, 2021. Information reviewed included Fund 1 Operating Revenue and Expenses, Carry Forward Funds, Comparison of Actual Revenue Received to Budgeted, Three-Year Analysis of Tuition and Fees, Comparison of Actual Expenses to Budgeted Costs, Major Capital Projects Funding, Recap of Major Project funding, and Summary of Major Capital Projects scheduled during the fiscal year and projects completed. Discussed enrollment declines throughout the college system.

B. ACH/Wire Transfers/Checks Issued Greater Than/Equal to \$50,000

Mr. Cass presented as information.

X. INFORMATION TECHNOLOGY

A. Approval of Invitation to Negotiate (ITN) ERP Managed Services

Mr. Roberto Lombardo, Senior Vice President of Information Technology, explained the College conducted an Invitation to Negotiate for ERP Managed Services and reviewed the criteria for final selection. The finalized contract will be submitted to the Board for approval at the April meeting.

MOTION: (Lloyd/Lubi) The District Board of Trustees approve the selection of ERP Analysts, Inc. and authorize the College to

enter into an agreement. The initial three (3) year term is \$509,000 annually or \$1,527,000 three-year total. Motion carried unanimously.

XI. TIME RESERVED/CONSTITUENT HEADS

Reports were presented by Mr. Hilton Smith, Student Government Association President; Dr. Alycia Ehlert, Administrators Council President, and Ms. Billie Jo Dunaway, Professional Council President. Dr. LoBasso read submitted reports on behalf of the Faculty Senate and Career Employees Association.

XII. TIME RESERVED/BOARD CHAIR

A. Board Chair's Update

Dr. Howard spoke on the J. Griffen Greene Re-Dedication Event and all the wonderful comments made by the speakers, and what a great event it was to remember the legacy of Mr. Greene and Volusia County Community College. He spoke on the U.S. News & World Report online ranking and how many institutions are trying online learning and finding out that it is not as easy as it sounds. He stated it takes a lot of time, investment, and dedication to do it right. He pointed out that only one college in the top 50 was not a university, and that was Daytona State College. Daytona State was top ranked in Florida and has been in the national rankings for the past nine years and what an amazing testament that was. He gave kudos to Dr. Locklear and the staff involved in online learning.

B. Board Professional Development Opportunities

Developmental opportunities for the Board were listed in the agenda as information only.

XIII. TIME RESERVED/BOARD MEMBERS

Comments were shared by the trustees.

XIV. ADJOURN

Meeting adjourned at 3:55 p.m.