



Board of Trustees Regular Meeting Minutes
9:00 a.m.

Nampa Campus Administrative Building
President's Conference Room
6056 Birch Lane, Nampa, Idaho

February 16, 2016

CALL TO ORDER AND VERIFICATION OF QUORUM

Chair Mary Niland called the meeting to order at 9:01 a.m. and verified that a quorum of the Board was present.

ATTENDANCE

TRUSTEES:

Mary Niland – Chair
Guy Hurlbutt – Vice Chair
Stanley Bastian – Secretary/Treasurer
Mark Dunham
Emily Walton

Also present:

Bert Glandon, President
David Shellberg, Executive Vice President
Cheryl Wright, VP Finance and Administration
Craig Brown, VP Resource Development
Lillian Talley, Executive Director, Human Resources
Jennifer Couch, Executive Director, Marketing
Tony Meatte, Comptroller
Nick Miller, Attorney, Hawley Troxell
Christian Anderson, Zions Bank
Jayme Rhodes, Executive Assistant

PLEDGE OF ALLEGIANCE

INTRODUCTION OF VISITORS

CONSENT AGENDA

The Board reviewed the consent agenda items.

MINUTES REVIEW

(M/S) HURLBUTT/ DUNHAM MOVE TO APPROVE THE CONSENT AGENDA AS PRESENTED. MOVE TO APPROVE THE MINUTES DATED JANUARY 19, 2016 AND FEBRUARY 1, 2016. MOTION PASSED UNANIMOUSLY.

BOARD COMMITTEE REPORTS

Finance Committee – Audit Firm Recommendation:

- Trustee Bastian stated there were three companies that were selected for interviews for audit services:
 - Moss Adams
 - Clifton Larson
 - Eide Bailly
- Finance Committee recommended Eide Bailly as the Auditor Firm for the College. The current Eide Bailly auditing staff will continue for one more year and after that a change in the auditing staff will be suggested.

(M/S) BASTIAN/HURLBUTT MOVE TO APPROVE THE HIRE OF EIDE BAILLY AS THE AUDITOR FIRM FOR THE COLLEGE OF WESTERN IDAHO. MOTION PASSED UNANIMOUSLY.

Financials:

- Cheryl Wright stated the Finance Committee approved investing another five million with PFM.
- Trustee Bastian offered clarification on the Liquor Fund Distribution and County Tuition Payments to the Community Colleges document in relation to property and liquor tax for student's tuition.

Foundation:

- Craig Brown reported a minor reduction in the value of the Foundation Portfolio; this affected scholarships; but the Foundation Board will stay the course.
- The last Foundation Board meeting was held at the Canyon County Center. The Law Enforcement program was highlighted with the Director of the program giving a presentation. It was received well and found to be worthwhile.
- Ramona Ridley, Simplot Company has joined the board.
- May 5th is Idaho Gives. Mike Mooney with the Bank of the Cascades will give \$2500 and as an incentive match.

Community Outreach

- Trustee Walton and Trustee Dunham met with JJ Saldana with the Idaho Commission on Hispanic Affairs. Mr. Saldana offered many ways to connect with the Hispanic community including using Spanish radio. He also suggested getting in touch with Father Camacho to encourage Hispanic students to go to college. At the Hispanic Cultural Center they have a program entitled "Parent Connection", this program works with parents to help students get to college.
- Dr. Glandon stated he has met with David Shellberg and staff regarding the Hispanic Initiative.
- Trustee Hurlbutt attended a recent reception sponsored by the Idaho Commission on Hispanic Affairs with the legislature. He picked up some information on statistics for the Chair and Trustees. He encourages all the Board members to review the data.
- Chair Niland and Trustees encourage a goal of 25% full time credit enrolled Hispanic students.
- Trustee Walton has been talking with Leadership Boise and they are looking for a few projects to work on. They are anxious to get started with the new Ada property.
- Jennifer Couch stated that she and her team have been actively working with Leadership Nampa and Leadership Boise.

Policy

- Trustee Hurlbutt reported that after a meeting with David Shellberg, Board Policy #3 regarding the approval of new CWI programs and elimination of programs, is still under review.
- Recommendations previously given by the Board of Trustees to the Policy Committee have been adopted. The Board Policy Handbook will include the names of the five initial Trustees and will be listed in the handbook for reference for identification purposes.
- A procedure regarding regular and special meetings was inserted into the Board Handbook, as previously requested. The procedure addresses Regular meetings will be held on the third Tuesday of each month, but the Board has the authority to call a Special Board meeting at any time.
- A process for performance evaluations of the Board and the President of the College has been included in the Board Handbook.
- Chair Niland expressed appreciation to Lillian Talley, Trustee Hurlbutt and Trustee Bastian for making this revision of the handbook possible.

**(M/S) HURLBUTT/BASTIAN MOVE TO APPROVE THE BOARD OF TRUSTEE HANDBOOK AS PRESENTED.
MOTION PASSED UNANIMOUSLY.**

LAND EXCHANGE PROCESS - UPDATE

AUTHORIZE EXECUTION OF MEMORANDUM OF AGREEMENT WITH IDAHO POWER

- Review of the resolution and agreement with CWI and Idaho Power.
- Tim Phillips and Mike Ybarguen with Idaho power are present.
- Boise State University will request that the State Board of Education approve waiver of the reservation clause and grant of easement this week. It is expected the SBOE will approve without reservation. Dr. Glandon will be present at the hearing.
- Regarding the CWI Cherry Lane property, there are no immediate plans for the property. CWI will be honoring the agriculture lease currently in place on the property. Any other use of the land will be discussed when the master plan is addressed.

- Construction on the Idaho Power Sub Station
 - Design work on the station will begin at the end of 2016 and construction at the end of 2017.

(M/S) HURLBUTT/ DUNHAM MOVE TO APPROVE THE COLLEGE OF WESTERN IDAHO RESOLUTION AUTHORIZING THE EXCHANGE OF REAL PROPERTY WITH IDAHO POWER COMPANY AND RELATED MATTERS. MOTION PASSED UNANIMOUSLY.

REVIEW OF LEASES

- Review of leases by Craig Brown.
- Boise Campus property had three leases under Rice ownership:
 - City of Boise
 - Davey Tree Surgery
 - Main Auction
- Potential leases review:
 - Idaho Power exchange – Agriculture/Grazing lease on 32.5 acre property.
- City of Boise lease at the Boise Campus property and the Agriculture lease on the Nampa property are most pressing.

STRATEGIC PLAN

- STATE BOARD OF EDUCATION – SECOND READING

(M/S) BASTIAN/ WALTON MOVE TO APPROVE THE STRATEGIC PLAN FOR 2017 – 2021 AS PRESENTED. MOTION PASSED UNANIMOUSLY.

- COMPREHENSIVE STRATEGIC PLAN – UPDATE BY CRAIG BROWN
 - Eva Klein and Associates have completed Phase 1 and now we are moving on to Phase 2.
 - Educational Master Plan is the key component of Phase 2.
 - February 18, 2016 from 5:00 – 7:00 PM will be an open work session. Trustee Hurlbutt and Trustee Bastian will be present at the session.

LEGISLATIVE UPDATE

- Review of Sunshine Reporting for lobbying expenses. A bill may be coming to require reporting of all lobbying expenses to SBOE.
- Concealed Carry Permit, will go forward.
- ITEC - Eastern Idaho will not be using the five million that has been budgeted due to a lack of time to get the vote out.
- Opportunity Scholarship review:
 - Income tax credit is still on track.
- Professional Technical Education will now be called Career Technical Education.
 - Renaming on buildings will not happen at this time.
- Senate Bill 1209
 - Requires Community Colleges to obtain an appraisal for all properties before entering into a purchase agreement.

- Senate Bill 1208 amends Bill 33-43
 - Disability termination for the Armed Services, Armed Forces and Public Safety Officers.
- SCR 134
- Bill printed to move funding from Idaho State Patrol from gas tax to general fund, discussion only no decision yet.
- Changes in the Junior College code 22-2210 has not come forward yet.
- Permanent Building Fund Request funds to be reinstated, this will not likely happen.
- Purchasing and Contract oversight legislation, not yet presented.
- Bill requiring transfer of credits to and from public colleges and universities will not likely be reviewed this year.
- Trustee Bastian encourages any future property purchases a conditional statement be added to the purchase agreement.

CHAIR REPORT

- Airport commission to tour the Micron Center and in turn then tour the airport. Kathy Ohnsman and Chair Niland will schedule.

PRESIDENT'S REPORT

- Review of Action items
- Review of upcoming calendar events

LUNCH BREAK

OPINION SURVEY

- Chair Niland will look for the original Community College survey and will bring it to the board for reporting and re-evaluation of questions. She will also reach out to Bob Moore for more feedback.
- Trustee Bastian is in favor with going forward with creating new buildings on both the Nampa and Boise Campus and making sure the people understand it is a benefit to both Ada and Canyon County, as well as, a benefit to business and industry and that business and industry would come out with a message that would be supported by funding and campaigning that would educate the public.
- Further work on an updated opinion survey has been tabled until further information is gathered and may be revisited at a later time for further discussion.

MAJOR CAPITAL PROJECT FUNDING

- Christian Anderson with Zions Bank gave a presentation of estimated bond tax impact for taxpayers.
- Craig Brown's presentation of the Bond Option Summary.
- Decision by the Board for the purpose of administrative support, to move forward with a bond vote in November 2016.
- Bond amount will not be set until September 2016, once the ballot is reported.
- Trustee Dunham would like it clearly stated to patrons that we are a two campus college.
- Trustees requested that Craig Brown coordinate a special board meeting/work session prior to the March regular board meeting.

CALL FOR PUBLIC COMMENT

○ **Bob Van Arnem**

- When approaching the public about a possible bond, a presentation consisting of defining measureable results and statistics showing how CWI has impacted the community, as well as, what the future expectation of impact for the community will be; is information that should sell itself.

EXECUTIVE SESSION

At 2:10 p.m., CHAIR NILAND MOVED, AND TRUSTEE BASTIAN SECONDED, THAT THE BOARD, PURSUANT TO IDAHO CODE § 74-206 (1) (b) & (c), CONVENE IN EXECUTIVE SESSION:

(b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student;

(c) To acquire an interest in real property which is not owned by a public agency;

THE VOTE TO DO SO BY ROLL CALL:

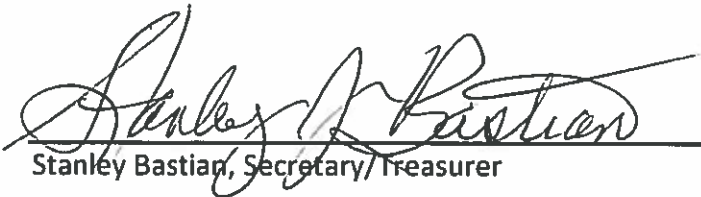
- Chair Niland aye
- Guy Hurlbutt aye
- Mark Dunham aye
- Stan Bastian aye
- Emily Walton aye

The Board returned to public session at 2:27 p.m.

(M/S) BASTIAN/ HURLBUTT MOVE TO AUTHORIZE CWI STAFF TO ENTER INTO A FARM LEASE ON THE 32.5 ACRE NAMPA PARCEL. MOVE TO AUTHORIZE STAFF TO ENTER INTO A PARKING AGREEMENT WITH THE CITY OF BOISE ON THE 10 ACRE BOISE CAMPUS PROPERTY. MOTION PASSED UNANIMOUSLY.

(M/S) DUNHAM/ BASTIAN MOVED TO ADJOURN. MOTION PASSED UNANIMOUSLY.

Chair Mary Niland adjourned the meeting at 2:35 p.m.


Stanley Bastian, Secretary/Treasurer

3/15/16

Date Signed