

San Jacinto College District Board Workshop May 1, 2023

The Board of Trustees of the San Jacinto Community College District met for a Board Workshop at 5:00 p.m., Monday, May 1, 2023, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

MINUTES

	Board Workshop Attendees:	Board Members: Marie Flickinger, Erica Davis Rouse, Dan Mims, John Moon, Jr. Keith Sinor, Dr. Ruede Wheeler, Larry Wilson Chancellor: Brenda Hellyer Other: Attorney Micki Morris (via conference call), Sandra Ramirez, Mandi Reiland, Teri Zamora
	Agenda Item:	Discussion/Information
I.	Call the Meeting to Order	Chair Flickinger called the workshop to order at 5:04 p.m.
II.	Roll Call of Board Members	Board Chair Flickinger conducted a roll call of the Board members: Erica Davis Rouse Marie Flickinger Dan Mims (arrived during closed session) John Moon, Jr. Keith Sinor Dr. Ruede Wheeler (arrived during closed session) Larry Wilson
III.	Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071 and 551.074 of the Texas Open Meetings Act, for the following purposes: Legal Matters and Personnel Matters	Chair Flickinger adjourned to closed session at 5:05 p.m. The Board members listed above as attending, Chancellor Brenda Hellyer, Sandra Ramirez, Mandi Reiland, and Teri Zamora were present for the closed session. Other attendees are noted below. a. Legal Matters - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law. Conference call with Attorney Micki Morris. b. Personnel Matters - For the purpose of considering the appointment, employment, evaluation, reassignment,

		duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.
IV.	Reconvene in Open Meeting	Chair Flickinger reconvened to open meeting at 5:58 p.m.
V.	Review of Board Election Calendar and Processes	<p>Teri Zamora provided an update on the 2023 Board election activities. The announcement of early voting locations was made on April 11, and the notice of the election was published in the newspaper on April 13. The first day of early voting was April 24, and the last day of early voting is on May 2. Election information, including voting locations, dates, and times, were added to the College’s website on April 26. Signage listing where to vote in the San Jacinto College election was placed at area early voting locations for entities that chose not to participate with the Harris County election. Similar signage will be posted on May 5 to address voting locations on election day (May 6). Regarding post-election activities, the preliminary election results will be available on the Harris County website May 6-17. The Special Board Meeting to canvass election results has been cancelled. Harris County canvasses their own votes and will send the College final results by 4:00 p.m. on May 17. An announcement of the unofficial election results will be made on May 8, and an announcement of the canvassed election results will be made by May 18. The newly elected Board members will take their Oaths of Office on June 5, and an updated group photo to include the new trustees will be scheduled.</p> <p>Teri provided a list of the 13 early voting locations throughout the College’s taxing district.</p> <p>Dr. Brenda Hellyer clarified that the list the Board was given indicates voting for the College will be in different rooms than the local city and school district elections since we are holding a joint election with the county.</p> <p>Keith Sinor asked if the County pays for these additional sites. Brenda responded that the College pays a flat rate to partner with the County, and the sites are included in the fee.</p>

		<p>Note: It was subsequently determined that the College was required to hold a Special Board Meeting to canvass the election results. This occurred on May 16, 2023.</p>
<p>VI.</p>	<p>Review New Board Member Orientation Outline and Training</p>	<p>Brenda explained that the Board received a rough draft of a list of the items that will be included in the new Board member training manual. The training required by the Texas Higher Education Coordinating Board (THECB) is included, and the required cybersecurity training will be moved to August to allow the new Board members to participate in this training at the same time as current members. She provided an overview of what is being covered and asked the group if they have anything to add to the list.</p> <p>Erica Davis Rouse recommended adding Board workshops and retreats to the Board calendar portion.</p> <p>The group agreed all topics being covered will be helpful and did not have any other items to add to the list.</p> <p>Erica mentioned that Board members reaching out to provide assistance when she was onboarding was helpful and recommended they do the same for the new Board member.</p>
<p>VII.</p>	<p>Update on Development of Fiscal Year 2024 Budget</p>	<p>Brenda explained that the College is at a place where we have a lot of unknowns in the budget revenue projections. We have the new tuition increase and are working to model enrollment projections for next year. From the State standpoint, the current estimate that the College could receive ranges from a \$4.5 million up to \$19 million annual increase. House Bill 8, which is the community college finance recommendations, is moving into the Senate, but we do not have approval on the funding model designs or the final process for development. Teri Zamora is on an advisory committee working through these details.</p> <p>Regarding property taxes, there was a significant increase of 7.8 percent in the preliminary projections from the Harris County Appraisal District (HCAD) across all types of valuations. We are waiting for more details and will have another update at the June 5 Board meeting. The July 25 Building and Finance committee meetings will be cancelled, and a budget retreat will be held instead. The budget will go to the Board for approval at the August Board meeting.</p>

VIII.	Update on Deferred Maintenance Requests	<p>Teri provided an overview of the deferred maintenance requests. The College currently has a \$27.7 million budget for deferred maintenance. A majority of these dollars have been committed to 20 different projects. We have encumbered \$12.4 million and spent \$9.8 with \$5.4 remaining. We have allocated \$20 million for new opportunities at Generation Park and have approximately \$15.5 million in contingency. Most of the larger projects have been completed, and many are waiting to close out.</p> <p>Teri is requesting the following projects be added to the approval list: replacement of South Campus P9 parking lot, replacement of N10 Wheeler roof at North Campus, and replacement of the roof on the C2 Marcom building. The third project does not require a budget change but will require the Board to approve an increase of the existing Guaranteed Maximum Price (GMP) by \$150,000 at the June Board meeting.</p> <p>The Board was supportive of adding the three projects.</p>
IX.	Discuss Foreign Trade Zone Application from Gulf Stream Marine, Inc.	<p>Brenda explained the College receives these applications periodically but has not had one in a couple of years so Teri will provide an overview. There will also be an action item regarding this application during tonight’s Board meeting.</p> <p>Teri provided an overview of the Foreign Trade Zone (FTZ) application including the process, the College’s history with the FTZ, and the current request. The College has historically agreed to provide letters of non-opposition as long as a payment in lieu of taxes (PILOT) agreement is executed. The current request is from Gulf Coast Marine, Inc, who has applied for participation in the FTZ program at three leased properties.</p> <p>The College’s next steps are to approve the draft PILOT agreement and approve issuing a letter of non-opposition.</p> <p>Larry Wilson asked how many years this will be effective. Teri responded that it is effective until some action or move causes it to go away.</p>
X.	Update on State and Federal Legislative Sessions	<p>Brenda provided an update on the State and Federal legislative sessions.</p>

	<p>and the Texas Commission on Community College Finance</p>	<p>On the Federal side, Dan Mims, Brenda Hellyer, and Teri Crawford traveled to Washington D.C. April 19-20 to attend the Aspen Prize luncheon. While in Washington, D.C., they hosted a dinner for Congresswoman Sylvia Garcia, her Chief of Staff and Legislative Director, Congressman Randy Weber, Brenda Weber, and Congressman Weber’s Legislative staff. In addition, Tom Downs with Downs Government Affairs and Carrie Warwick Smith with Association of Community Colleges Trustees (ACCT) also joined the dinner. As the College has discussed policy issues multiple times, this was more of a social visit, and policy was touched on briefly.</p> <p>Brenda explained that we continue to work with members of Congress regarding a \$30 million appropriation in fiscal year 2024 for the Domestic Maritime Centers of Excellence workforce training grants. Congresswoman Sylvia Garcia’s office is leading this effort, and our members said they would review the legislation and consider signing onto it.</p> <p>On the State side, with 28 days left in the Legislative Session, the members are spending more time on the chamber floor and less time in committee hearings. The following is an update on key bills being monitored:</p> <p>House Bill (HB) 1 – This is the State budget bill. It includes a \$650 million rider for community college funding. The bill passed the House and had a committee substitute in the Senate. Both the House and Senate have appointed conferees, and this bill is now behind closed doors being discussed by the conferees.</p> <p>HB 8 – This is the authorizing bill for the new funding model for community colleges. It has passed out of the House and was received by the Senate on April 12. It has not been assigned to a committee, yet which would keep it moving through the legislative process. The rationale for the bill not moving is thought to be due to a disagreement between Lt. Governor Patrick and Speaker Phelan. The Lt. Governor has passed his priority bills out of the Senate, but they are moving slowly in the House. Therefore, the low House Bill number indicating that this is a priority for Speaker Phelan may be causing the Lt. Governor to slow down House Bills in the Senate.</p>
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XI.	Review of Calendar	<p>Brenda reviewed the Board calendar with the group and asked them to let Mandi Reiland know if they would like to attend any of the listed events.</p> <p>She highlighted the employee celebration event on May 5 and asked if any of the Board members would like to attend and say a few words. Marie Flickinger, Erica Davis Rouse, and Dan Mims agreed to attend and speak at the event.</p>
XII.	General Discussion of Meeting Items	<p>Brenda provided supporting documents on purchase request #3, which is the contract for beverage vending. On the second page, the scores for the four vendors that participated in the process are listed. Dr. Pepper’s financial return to the College was greater than the others. They are offering a 20 percent sales commission and guaranteeing a \$100,000 sponsorship payment annually. If approved by the Board, this contract will begin August 2, 2023.</p>
XIII.	Adjournment	<p>Chair Flickinger adjourned the workshop at 6:40 p.m.</p>