

CARBON COUNTY BOARD OF COOPERATIVE HIGHER EDUCATION SERVICES

Board Minutes

The Carbon County Board of Cooperative Higher Education Services (BOCHES) held its regular monthly meeting on December 15, 2022, at 4:00 p.m. in Rawlins, Wyoming.

Roll Call

Board members present: Rick Greene, and via ZOOM: Mike Mann, Matt Feldmann, Pam Thayer and Neil Kourbelas.

Others present: Jennifer Moore, Shelly Collier, Karen Webster, Cory Hudson, Janet Garcia, Barb James, and Via Zoom: Ryanne Mikesell, and Roberta Corson.

Agenda

Rick Greene made the motion to accept the agenda. The motion was seconded by Neil Kourbelas and passed.

Public Comments, Presentations & Reports

None

Consent Agenda

Mike Mann made the motion to approve the minutes for the November 21, 2022 meeting, Treasurer's Report, and Accounts Payable for December 2022. The motion was seconded by Rick Greene and passed.

Executive Session

Moved to January meeting.

Action Items

- A. Mike Mann made the motion to approve the proposed BOCHES Board Meeting Schedule for 2023. The motion was seconded by Rick Greene and passed.

Discussion

Update on Christy Stocks memorial: Karen reported that the picture was sent in the format that they needed. Eagle Bronze Inc. also needs us to provide the text, format of the sign, and size that we would like before they can give us a quote. We are working on the text that will go with the picture, and as soon as that is done, we will submit that to Eagle Bronze Inc.

Directors Report

Jennifer welcomed Neil Kourbelas to the BOCHES Board. Jennifer reported that the semester is nearly over, and students are finishing up projects. Twelve students have earned CPR certifications, 11 earned OSHA-10 for Manufacturing, and 6 students earned OSHA-10 for construction, for a total of 29 certifications this semester. Auto students will earn certificates in the Spring.

The Festival of Trees was recently hosted at CCHC and was a great success and well received by the community. The event raised nearly \$4,000 that will help local non-profit organizations. We had 21 trees, 4 wreaths, and 1 gingerbread house. The Grinch was flown in by Classic Air Medical and this brought so many people to our building it was a sight to behold. There were so many requests to put our 8ft metal Grinch tree on the auction, that we did it. The Old Pen won the tree, and have it displayed, and it looks terrific there. Our welding students are in the process of making CCHC another Grinch Tree for next year. Jennifer thanked all the staff for their help in making this event a success and there are plans to make it even better next year.

Janet earned a couple of milestones earlier in the year. First, she earned her Integrated Marketing Certificate from the Learning Resources Network, this is a national organization that we are a part of that offers support and training for all things community and continuing education. Second, Janet also completed a course to become a facilitator for our Getting Ahead class, which is part of the work that we do with the Carbon County Prevention Coalition. Janet will teach her first Getting Ahead class this Spring.

Jennifer wished everyone a safe and happy holiday.

Staff Reports

Shelly welcomed Neil Kourbelas to the BOCHES Board and said that she looks forward to working with Neil. Shelly reported on Carbon County tax income. We have received 54% of our estimated tax income from Carbon County compared to 56% last year. We have received 64% of our estimated tax income from Sweetwater County compared to 51% last year.

Dual Enrollment for 2022 Fall

<u>2022 Fall</u>		<u>2021 Fall</u>	
Total paid for tuition and books	\$67,146.45	Total paid for tuition and books	\$45,314.78
RHS	\$50,904.51	RHS	\$30,636.78
CCHEC paid 57%		CCHEC paid 73%	
CCSD#1 paid 43%		CCSD#1 paid 27%	
VHS	\$509.15	VHS	\$448.50
CCHEC paid 100%		CCHEC paid 100%	
RHS & VHS Voc	\$9,583.80	RHS & VHS Voc	\$7,802.00
CCHEC paid 100%		CCHEC paid 100%	
LSRVHS	\$6,148.99	LSRVHS	\$6,427.50
CCHEC paid 57%		CCHEC paid 60%	
CCSD#1 paid 43%		CCSD#1 paid 40%	

Janet reported that we had an Enroll Wyoming Navigator on campus to present on health insurance. They also answered questions and walked people through the application process. Alex Bakken taught a girl's self-defense class recently and will continue to provide ongoing safety classes with CCHEC. Our woods instructor Gerald Snodgrass taught a make and take charcuterie board class where students could pick out a design and have it lasered into their board if they wanted.

December was a magical month at CCHEC. The Festival of Trees was a great event that brought in a lot of people that have not been in this building before. Janet can't wait to do this next year with more community partners. Earlier this month we helped with Rudolph's Big Nosed Christmas event. We helped make flyers and helped advertising. CCHEC students helped fill gift bags, reindeer food, and helped with set-up and take-down of the event. It was a great opportunity for CCHEC to get involved with our community and it was a pleasure to be a part of it. Lastly, spring classes are being advertised.

Cory let the board know that she will report on dual and concurrent numbers in January. Western classes start January 17th. Most dual students have registered for next semester. Cory continues to work with RHS to be sure students are taking the courses they need. There has been a lot of interest

from people to complete their High School Equivalency. Most prefer online study, but Cory will push for an in-person class after break. Sandy Mink has joined our team to help with tutoring at the jail. There has been a variety of testing in the Adult Learning Center. Tests include: work keys, pearnsonevue tests, Casper College test proctoring, UW test proctoring, placement testing, Western test proctoring, Western nursing testing, and NCCO testing for Sinclair HF (Rigger I, II).

Ryanne reported that she has five Western students, and two non-traditional students for the spring, and one student working on their high school equivalency. Upcoming classes include auto basics, crochet, paper quilling, stop the bleed, a GPS Basics class, and Life and Times. Natalie is in the process of coordinating a diabetes nutrition class, and Jessica from Work Force will talk to Seniors at the school about job applications, resumes, and interviews. Then Jessica will go to the LSRV Campus to share that information there as well, this class is open to the public.

Board Comments

Mike wanted everyone to have an enjoyable holiday season and welcome to our new board member Neil.

Rick welcomed Neil and congratulated Janet on her certificates, keep up the good work.

Pam welcomed Neil and thanked Jennifer, Janet, and crew for their help this month, for the events they partnered with this year. Merry Christmas and be safe.

Neil is excited to be on the board and thanked the Executive Director and Executive Assistant for reaching out to him and making sure he had everything he needed for the meetings. Have a safe Christmas.

Matt said we have a great team here and that he looks forward to meeting Neil in person. Safe travels and Merry Christmas.

Next Board Meeting Date

The next meeting is scheduled for Thursday, January 26, 2023. This meeting will be at 4:00 p.m.

Adjournment

Rick Greene made the motion to adjourn. The motion was seconded by Pam Thayer and passed.

Matt Feldmann, Chairperson

Rick Greene, Clerk

Karen Webster, Executive Assistant