

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 October 28, 2021, at 4:00 p.m. in Rawlins, Wyoming.

Roll Call

Matt Feldmann called the meeting to order. Board members present: Matt Feldman, and via ZOOM: Mike Mann, Pam Thayer, and Rick Greene. Absent: George Eckman

Others present: Jennifer Moore, Karen Webster, Shelly Collier, Janet Garcia, and via ZOOM Christy Stocks.

Agenda

Pam Thayer made the motion to accept the agenda. The motion was seconded by Mike Mann and passed.

Public Comments

None

Consent Agenda

Mike Mann made the motion to approve the minutes for September 23, 2021, meeting, Treasurer's Report and Accounts Payable for October 2021. The motion was seconded by Pam Thayer and passed.

Action Items

Mike Mann made the motion to approve to amend the Carbon County Higher Education Center 2021-2022 proposed Holiday Calendar as presented. The motion was seconded by Pam Thayer and after discussion it was decided to table this action item until the next meeting in November to make sure the calendar dates in question are correct.

Discussion Items

- A. Onboardmeetings.com board member training: Karen updated the board and let them know that she finished the admin. training for the site, and we are ready for the next step which is a brief board member training and introduction to the new site. The training will be carried out by Andrew Sompels from Onboardmeetings.com and should take 20-30 minutes to complete. Karen asked the board if they had some dates and times that would work for them. Mike replied that he thought that November 11, 2021, at 5PM would be good for the board. Karen said she would get that organized.

Directors Report

Jennifer reported that we had our kick-off meeting for Strategic Planning earlier this month it was well attended by staff, the board and community members. The core group for strategic planning has been meeting weekly with Joan and Nicole and our focus lately is finishing up the surveys that will go live next week and will be released in both English and Spanish. The interviews are almost complete. Information from the interviews and surveys will be presented at our visioning session that is scheduled for December 2nd.

Registration for WWCC Spring semester starts November 10th advising/pre-registration is ramping up. Jennifer informed the board that she is the Vice President for ACES (Association of Cooperative Educational Services). ACES meets twice a year, and the spring conference will be held at CCHEC.

Since becoming Interim Director Jennifer has worked on communication, collaboration, transparency, maintained the status quo per the board's request, and has addressed issues as they arose. Some small things have been done to improve the culture and she can personally feel a positive difference and staff has expressed the same. We have also had some positive comments from community members. Jennifer also conveyed that some days are tough, due to staffing shortages. The teachers are doing great, our LSRV staff is amazing. The admin staff in Rawlins has really come together to help each other out and fill in the gaps.

Staff Reports

Accounting Specialist: Shelly reported that we have received 4% of our estimated tax income from Carbon County compared to 5% in 2020. We have received 1% of our estimated tax income from Sweetwater County which is the same as 2020.

Shelly thanked the board for their support moving forward with Strategic Planning. Shelly said the staff has been cooperative and willing and she feels a sense of teamwork as we are moving through this process. Shelly thanked Jennifer for stepping up as our leader and is excited to see this project through as a team.

Shelly also thanked Ryanne for her support and managing things in LSRV when Christy is not able to be there. Shelly also thanked Christy for continuing to be there when she can and making herself available when she is not in the office.

Program Planner/Marketing: Janet reported that we had the monthly provider workshop with Dr. Jonassen and Dr. Allred. The video shoot with CGI went well, it was very smooth, and the videographer thanks us for being so well organized with the set-up. The make and take class with Mandy Frakes went over very well, students had fun. Jennifer Evans from C.C. Cove will present on their services in November as part of our Community Call to Action Series.

Janet and Quriss went over to RHS for homecoming and did face painting, it was a blast. CCHEC gave out some gift cards to students for having their parents or guardians attend parent/teacher conferences. CCHEC has a new TikTok page. It is Cchighered. Janet is working on the press release to announce our Strategic Planning process and working on a translated version of the community survey for Spanish speakers. We did a staff photo for Pink Day in support of Breast Cancer Awareness and MHCC.

Education Coordinator LSRV: Christy reported that everything is going well, the entire senior class went to Senior Day at WWCC. Christy and Ryanne went to In-Service in Rock Springs at WWCC, it was nice to connect with the other BOCES/BOCHES. Alex Nelson is WWCC's new outreach person. Christy has been doing some advising and will have a FAFSA workshop coming up. Tumbling will be starting soon.

Board Comments

Mike loves the direction and positive vibes coming from Higher Ed. He is looking forward to the process of strategic planning.

Rick apologized for being late to the meeting and told the Higher Ed to keep up the good work.

Pam said thank you too all. She is hearing great things in the community. Pam mentioned that she is still working on getting her interview done for strategic planning.

Matt said please pass on his appreciation for all our hard work.

Next Board Meeting Date

The next meeting is scheduled for Monday, November 22, 2021, at 4p.m. by Zoom

Adjournment

Mike Mann made the motion to adjourn. The motion was seconded by Pam Thayer and passed.

Matt Feldmann, Chairperson

Rick Greene, Clerk

Karen Webster, Executive Assistant