

**CARBON COUNTY BOARD OF COOPERATIVE  
HIGHER EDUCATION SERVICES  
BOARD AGENDA**

January 23, 2025, 4:00 p.m.  
Carbon County Higher Education Center  
Rawlins, Wyoming  
**Regular Monthly Meeting**

**I. AGENDA**

Roll Call

**II. EXECUTIVE SESSION**

- A. That the CCBOCHES moves into executive session at \_\_\_\_\_ P.M., for the purpose of considering personnel issues that are confidential by law, and legal matters.
- B. That the CCBOCHES moves back into open session at \_\_\_\_\_ P.M.
- C. Approve minutes from the executive session.

**III. PUBLIC COMMENTS, PRESENTATIONS & REPORTS**

- A. Tavon Lawson - HiSET Graduate

**IV. CONSENT AGENDA**

- A. Minutes from December 13, 2024 meeting, Treasurer's Report, and Approval of Payables for January 2025.

**V. ACTION ITEMS**

- A. *Board Organization*: Election of Officers- Chair, vice chair, treasurer, and clerk.
- B. *Designation of Depositories for 2025*- Move that the Bank of Commerce, RNB State Bank, and Wyoming Government Investment Fund be designated as the Board of Cooperative Higher Education Services depositories of record.
- C. *Designation of Newspapers for 2025*- Move that the Rawlins Times, Rock Springs Rocket Miner, and Snake River Press be designated as the Board of Cooperative Higher Education Services newspapers of record for publications of public notices.
- D. *Designation of Attorney for 2025*- Move that Megan Goetz of Pence and MacMillian be designated as the Board of Cooperative Higher Education Services attorney of record.
- E. To approve the creation of a Foundation for the Carbon County Higher Education Center.
- F. To approve the surplus of the 2013 Chevrolet Suburban 4WD 44DR 2500 (VIN 1GNWKMEGXDR265244).
- G. To authorize the solicitation of bids for a new Chevrolet Tahoe Premier, estimated to cost up to \$78,000, and the trade in of the Chevrolet Suburban 4WD, 4DR 2500.

**VI. DISCUSSION ITEMS**

- A. Updating Carbon County Higher Education Center policies.

**VII. DIRECTOR'S REPORT**

**VIII. STAFF REPORTS**

- A. Accounting Specialist
- B. Community Engagement Coordinator
- C. Student Services Specialist
- D. LSRV Ed Center Coordinator
- E. Executive Assist- Handout the Disclosure of Financial Benefit or Interest Forms to the Board.

**IX. BOARD COMMENTS**

- A. Next Meeting Date – Thursday, February 27, 2025, this meeting will be held at 4:00 p.m.

**X. ADJOURNMENT**