

TREASURE VALLEY COMMUNITY COLLEGE BOARD OF EDUCATION
650 College Blvd., Ontario, OR 97914
Laura Moore Cunningham Science Center, Hanigan Board Room (115A)

Tuesday, July 15, 2025, 6:00 p.m.

MINUTES

Board of Education members in attendance (quorum present):

Chair Ken Hart, Roger Findley, Torie Ramirez, Suzi Ireland, Betty Carter, and Stephen Crow
(absent: Vice Chair Dr. Lindsay Norman)

Staff, representatives, and guests in attendance in person or via zoom:

President Dr. Dana Young, Vice President Darin Bell, Vice President Travis McFetridge, Vice President Sandy Porter, Anne Marie Kelso, Hope Spaugh, Daniel Liera Huchim, Bernie Weldon, Tanya Crawford, Claudia Wilcox, Eric Holbrook, and Justine Niyogushimwa.

1. The meeting was called to order at 6:13 p.m. by Chair Ken Hart who led the Board in the Pledge of Allegiance and reading of the mission and vision statements.

2. **ORGANIZATIONAL MEETING**

- a. Swearing in of Board Members

Executive Director of Legal and Operations Anne Marie Kelso swore in new board member Suzi Ireland and incumbents Ken Hart and Roger Findley.

Chair Hart asked the Board if they would consent to starting the agenda with Public Comment, followed by Special Presentations, and College Reports and Statements for the purpose of allowing time for Vice Chair Dr. Lindsay Norman to join the meeting via Zoom.

Motion: Stephen Crow moved to approve the change to the board agenda as noted and the motion was seconded by Betty Carter. The roll call vote indicated ayes by Suzi Ireland, Torie Ramirez, Betty Carter, Roger Findley, Stephen Crow, and Ken Hart. The motion carried.

3. **PUBLIC COMMENT**

There were no comments from the public.

4. **SPECIAL PRESENTATIONS**

The employee introductions were Eric Holbrook, Head Basketball Coach & Residence Life Manager, Justine Niyogushimwa, Retention and Engagement Coordinator, Tanya Crawford, Dean of Instruction and Claudia Wilcox, Addiction Studies Program Coordinator.

5. **COLLEGE REPORTS & STATEMENTS**

- a. **Statements from ASG/Student Programs**

Director of Student Programs Hope Spaugh summarized the written report provided earlier in the board packet.

- b. **Statements from Foundation**

Because Executive Director Cathy Yasuda was not able to attend the meeting, a written report was provided in the board packet.

Board member Torie Ramirez asked if the College received the Reengagement Opportunity grant and the Youth Development grant to which it was reported the grants have not been received yet.

Board member Findley also inquired about the funding in the Findley Mini Grant to which the answer was unknown and was deferred for response by Executive Director Cathy Yasuda.

c. **Statements from Faculty**

There were no statements from the faculty.

d. **OCCA Board Rep. Report**

Stephen Crow provided an update on the new One Big Beautiful Bill and the changes coming to community colleges. Dr. Young shared that she would send the Board a document she received from the National Association of Student Financial Aid (NASFA) which explains the forthcoming changes and their effective dates. She will also send the slide notes from the ACCT federal update once they are available.

Upcoming meetings or webinars:

- Saturday, September 6 – OCCA Board Leadership & Governance Summit. This one-day training course is for new and existing board members.
- OCCA Lunch and Learn Webinars – all the webinars are recorded and available on the OCCA website. On June 26th, the Lunch and Learn will cover Public Meeting Law and Other Basics of Board Service.
- November 5-7 - OCCA Annual Conference –Navigating the Winds of Opportunity. The deadline to nominate anyone for the Howard Cherry Award is August 15. Dr. Young shared she would like to nominate Dr. Tim Cook this year for the Community College Advocate award.

e. **President's Reports**

I. **Academic Affairs**

Vice President Sandy Porter provided the following updates:

- There have been some difficult weeks in instruction due to all the changes that are coming from the federal level. However, the College will continue to work to serve students.
- CBS will be in Harney County to talk about our wildland fire program and visit with our students.
- The heavy equipment operation and commercial truck driving simulators have been included in the Perkins request. Board member Roger Findley asked about the progress to get bids for the simulators and noted he is in support of moving ahead. Vice President Porter stated she would provide a more detailed update on the status of the simulators at the next meeting.

II. **Student Services**

Vice President Travis McFetridge presented the monthly Q2Q report. The enrollment momentum is strong, and it's important that we maintain our pace.

This summer, we may see a slight dip in headcount due to the format of the OMLI camp which was managed in house this year. While this may impact headcount numbers, it represents a small portion of both FTE and RFTE. That said, summer enrollment includes

the strongest degree-seeking cohort we've seen in the last decade—an encouraging trend.

Residence Life is also doing well. We have the flexibility to implement triple-occupancy arrangements where needed, while still maintaining a comfortable and supportive environment for students. Daniel Liera-Huchim and his team are actively managing this process.

Advising & Registration sessions remain consistent and strong. We're also working on finalizing our signature recruitment events, with the goal of sending "Save the Date" notifications to all local high schools.

As for fall quarter—indicators are very positive.

In response to upcoming changes from the federal government, Board member Ramirez asked how many students might be impacted. Vice President McFetridge shared that the College is currently working to determine those numbers. Regarding Title II, the College is seeking clarification from the state to determine whether correctional programs will be affected. In the meantime, 15 students have already been recruited for the CAMP program, and the College remains committed to serving them, regardless of funding uncertainties.

Board member Ken Hart inquired whether the state might be able to backfill federal funding cuts. Dr. Young explained that institutions across the state are still trying to assess the long-term impact. While the College has been in communication with the state, the response so far has been to "hold tight." Meanwhile, TVCC staff in the federal HEP and CAMP programs have received their 30-day notices. Dr. Young raised the desire to retain employees and maintain program operations during this uncertain period.

Lastly, the College has recently submitted its Prison Education Program (PEP) application to the federal government. This application will determine if the program is eligible for Pell funding after June 30, 2026. Both the BSN and PEP applications were submitted about three weeks ago, and the College is now awaiting a response.

III. Administrative Services

Vice President Darin Bell noted that as we get to the end of the fiscal year there is a preliminary fund balance of \$3,442,837. Noting this does not include the 4th quarter payment of the biennium that is expected to be received this month. Thus, increasing the fund balance to approximately \$6M. We anticipate with our end-of-year adjustments the balance will decrease to approximately \$4m or \$4.5m. Vice President Darin Bell stated that when we come back in August the ending fund balance would be more actual.

In other news:

- The auditors will be on campus in August.
- Employer Retention Tax Credit – the College received a follow up email from Senator Merkley's office asking for more information and notifying us that our case has been assigned. Based on this notification we don't anticipate hearing if we will receive the \$1.4m until mid-October.

IV. President's Comments

Dr. Dana Young, Vice President Sandy Porter, Vice President Travis McFetridge, and Dean of CTE Bernie Weldon met with the Fruitland School District superintendent and high school principal. The College shared unofficial dual credit numbers and data on how many college-bound students are enrolling at TVCC. The College also discussed scholarships, tuition waivers, and explored potential partnerships with the district. Most of the questions from Fruitland leadership centered around Career and Technical Education (CTE), and Certified Nursing Assistant (CNA). Follow-up conversations are planned.

Additionally, this week the TVCC team will meet with superintendents and principals from the New Plymouth and Weiser school districts. The College will present similar data reports as a starting point to help foster and strengthen these relationships.

Furthermore, Dr. Young shared that she has sent information to Senator Merkley's office regarding the impacts of recent federal-level changes. She will also forward this information to Congressman Bentz's and Senator Wyden's offices.

b. Election of Board Chairperson

Chair Hart asked for nominations for Board Chair. The nominations were as follows:

- Betty Carter nominated Stephen Crow.
- Roger Findley nominated Dr. Lindsay Norman.

Chair Hart asked Stephen Crow if he would accept being the Board Chair and the response was yes. Torie Ramirez also shared that she had previously spoken with Dr. Norman who also indicated interest in accepting the role if nominated.

Motion:

The roll call vote indicated the following:

Those in favor of Stephen Crow as Board Chair were board members Suzi Ireland, Betty Carter, and Stephen Crow. Those in favor of Dr. Lindsay Norman as Board Chair were Torie Ramirez, Roger Findley, and Ken Hart. Because of the tie vote, board members were asked again to vote for the Board Chair.

The second roll call vote indicated the following:

Those in favor of Stephen Crow as Board Chair were board members Suzi Ireland, Betty Carter, Stephen Crow and Ken Hart. Those in favor of Dr. Norman as Board Chair were Torie Ramirez and Roger Findley. The motion carried with Stephen Crow nominated as Board Chair for 2025-26.

c. Election of Vice Chairperson

Chair Stephen Crow asked for nominations for Board Vice Chair.

The nominations were as follows:

- Ken Hart nominated Dr. Lindsay Norman. He also indicated that upon speaking with Dr. Norman she was willing to accept the position if nominated.
- Stephen Crow nominated Betty Carter. Betty Carter indicated her interest in being Vice Chair.
- Torie Ramirez nominated Ken Hart who also agreed to be the Vice Chair if nominated.

Motion:

The roll call vote indicated the following:

Those in favor of Betty Carter as Vice Chair were Suzi Ireland, Betty Carter, and Stephen Crow. Those in favor of Ken Hart were Torie Ramirez and Roger Findley. Those in favor of Dr. Lindsay Norman was Ken Hart. Because no nomination received four votes, another roll call vote was conducted.

The second roll call vote indicated the following:

Those in favor of Betty Carter were Suzi Ireland, Torie Ramirez, Betty Carter, Stephen Crow, and Ken Hart. In favor of Ken Hart as Vice Chair was Roger Findley. The motion carried with Betty Carter nominated as Vice Chair for 2025-26.

d. Designate Regular Time and Place for Meetings

Motion: Torie Ramirez moved that the Board meet in the Hanigan Board Room on the 3rd Tuesday of each month at 6:00 p.m. The motion was seconded by Betty Carter. The roll call vote indicated ayes from Suzi Ireland, Torie Ramirez, Betty Carter, Stephen Crow, Roger Findley and Ken Hart. The motion passed.

e. Designate Budget Officer

Motion: Betty Carter moved to designate the Vice President of Administrative Services as Budget Officer for 2025-26. The motion was seconded by Ken Hart. The roll call vote indicated ayes from Suzi Ireland, Torie Ramirez, Betty Carter, Stephen Crow, Roger Findley and Ken Hart. The motion passed.

f. Designate Deputy Clerks for College

Motion: Torie Ramirez moved to designate the Vice President of Administrative Services and the College President as the Deputy Clerks for the College. The motion was seconded by Ken Hart. The roll call vote indicated ayes from Suzi Ireland, Torie Ramirez, Betty Carter, Stephen Crow, Roger Findley and Ken Hart. The motion passed.

g. Custodian of College Funds

Motion: Torie Ramirez moved that it be resolved the electronic signature of the Vice President of Administrative Services, or the original signature of the Board Chairperson, or in the Chairperson's absence, the signature of the Vice Chairperson, be authorized check signatures for the College. The motion was seconded by Ken Hart. The roll call vote indicated ayes from Suzi Ireland, Torie Ramirez, Betty Carter, Stephen Crow, Roger Findley and Ken Hart. The motion passed.

h. Designate Financial Institutions for Fiscal Year 2025-26

Motion: Torie Ramirez moved to approve as presented the financial institutions the College can utilize and deposit funds for the fiscal year 2025-26. The motion was seconded by Ken Hart. The roll call vote indicated ayes from Suzi Ireland, Torie Ramirez, Betty Carter, Stephen Crow, Roger Findley and Ken Hart. The motion passed.

i. Approve Resolution 25-001 for the Purpose of Pooling Cash Balances

Motion: Torie Ramirez moved that Resolution #25-001 authorizing the pooling of cash balances be approved. The motion was seconded by Betty Carter.

Board member Ramirez asked whether the College held any funds at D.L. Evans Bank. Vice President Bell responded that it does not and that the College currently maintains its cash in two places: the Government Investment Pool and U.S. Bank. Rather than having separate cash accounts for each fund, the College follows an accounting approach that consolidates cash into a single account. As a result, an expense may be recorded in one fund while the actual cash comes from the General Fund.

Board member Ramirez also asked if the College plans to continue earning favorable interest on its funds rather than using a standard checking account. Vice President Bell confirmed that funds held in the Government Investment Pool are currently earning approximately 4.6% interest, and that the Board's policy allows the College to invest in CDs across different accounts.

The roll call vote indicated ayes from Suzi Ireland, Torie Ramirez, Betty Carter, Stephen Crow, Roger Findley and Ken Hart. The motion passed.

j. Selection of Board Representatives for Committees

The Board reviewed the committees for 2025-26. All membership will remain the same except that Suzi Ireland will replace Dirk DeBoer on the Audit Committee.

6. AGENDA REVIEW/CHANGES

Motion: Torie Ramirez moved to approve the agenda with the changes noted at the beginning of the meeting. The motion was seconded by Ken Hart. The roll call vote indicated ayes from Suzi Ireland, Torie Ramirez, Betty Carter, Stephen Crow, Roger Findley and Ken Hart. The motion passed.

7. COLLEGE BUSINESS

a. August 19, 2025 Board Planning Meeting

The Board discussed their August planning meeting which will begin at 9:00 am. Board member Ken Hart shared that he would miss the meeting because he will be attending a healthcare conference in Chicago.

b. 2025-26 President's Goals

Dr. Young summarized her goals for 2025-26 and highlighted the recommended changes that were made to the document.

Motion: Stephen Crow moved to approve the 2025-26 President's Goals, and the motion was seconded by Torie Ramirez. The roll call vote indicated ayes from Suzi Ireland, Torie Ramirez, Betty Carter, Stephen Crow, Roger Findley and Ken Hart. The motion passed.

c. Board Policies (1st reading)

I. BP 3810 Claims Against TVCC & BP 3820 Gifts to TVCC

Executive Director of Legal and Operations Anne Marie Kelso stated BP 3810 and BP 3820 are straightforward policies and were either not changed or slightly changed from the OCCA template.

II. BP & AP 3900 Speech: Time, Place, and Manner

The purpose of the policy and administrative procedure is to set parameters to ensure the College complies with the first amendment while keeping the public safe. Board member Hart asked if we had any language that would allow protestors to be masked. He shared that it has been in the news how protestors are not able to be identified as students when wearing a mask. Executive Director Kelso asked the Board if they would like her to draft language relating to masks in the policy and administrative procedure to which the Board was in favor of adding the language.

The Board can decide if they want to keep the language after the second reading. There were no further questions from the Board on the policies.

8. **CONSENT AGENDA**

- a. Board Minutes – June 17, 2025 (regular meeting), July 1, 2025 (Board Policy Committee) and July 7 (Board Policy Committee)
- b. Financial Report

Motion: Torie Ramirez moved to approve the consent agenda and the motion was seconded by Betty Carter. The roll call vote indicated ayes from Suzi Ireland, Torie Ramirez, Betty Carter, Stephen Crow, Roger Findley and Ken Hart. The motion passed.

9. **STATEMENTS FROM BOARD MEMBERS REGARDING TVCC**

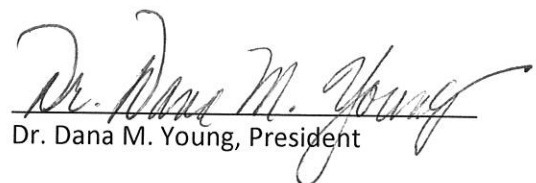
Board member Suzi Ireland thanked President Young and Chair Ken Hart for leading her recent orientation. Ireland shared her appreciation for being part of the Board.

The Board also expressed their support for board members Crow and Carter in their leadership roles. Former Board Chair Ken Hart was commended for his leadership. Lastly, the TVCC Rodeo Team was recognized for representing the college well at the national finals—congrats to the women's team for finishing in the top 20! The Board agreed that athletics and rodeo continue to be strong recruiting tools for TVCC.

10. **ADJOURN AND NEXT MEETING(S)**

The meeting adjourned at 8:07 pm. The next meeting is set for August 19, 2025.


Stephen Crow, Board Chair


Dr. Dana M. Young, President