

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

August 11, 2020

The Board of Trustees of Pearl River Community College met Tuesday, August 11, 2020, at 1:00 p.m. for their monthly meeting. Due to the social distancing brought on by the pandemic of Coronavirus (Covid-19) crisis, the meeting was held both in-person and electronically by call-in/on-line portal in Olivia Bender Cafeteria's West Dining Room on the Pearl River Community College Campus in Poplarville, Mississippi.

TRUSTEES IN ATTENDANCE/ABSENT:

Ms. Tess Smith, Chair
Mr. Tony Waits, Vice Chairman
Mr. M. L. "Sonny" Knight, Secretary
Mr. Alan Lumpkin
Mr. Dale Purvis
Ms. Teenia Perry
Mr. Don Welsh
Mr. Alan Dedeaux - Absent

Mr. Frank Ladner
Mr. Michael T. Waits
Ms. Wendy Bracey - Absent
Mr. Donnie Williamson
Mr. Brian Freeman
Dr. Gale Harris
Ms. Teresa Lynn Stafford
Mr. Dexter Jordan

PRCC STAFF: President Dr. Adam Breerwood, Senior Vice President for College Operations Mr. Roger Knight, Senior Vice President for Instruction/Provost Dr. Martha Smith, Vice President for Poplarville Campus and Student Services Mr. Jeff Long, Vice President for Forrest County Center, Allied Health, and Nursing Programs Dr. Jana Causey, Vice President for Institutional Research Dr. Jennifer Seal, Executive Director of the Development Foundation/Alumni Association Mr. Ernie Lovell, Ellucian Technology Management CEO Mr. Matt Logan, Board Attorney Mr. Josh Mars, and President's Assistant Ms. Marilyn Dillard

Invocation and Pledge

Board Chair Tess Smith opened the meeting. Sonny Knight provided the Invocation. Following the Invocation and Pledge of Allegiance, the following business was transacted.

Guests

None.

Presentations

None.

Approval of Minutes

Board Chair Tess Smith requested approval of the **July 14, 2020 board meeting minutes**. A motion was made by Frank Ladner, seconded by Sonny Knight, to approve the July 14, 2020 board meeting minutes as presented. The motion carried.

Departmental Reports

Departmental Reports were presented by Dr. Martha Smith, Dr. Jennifer Seal, Dr. Jana Causey, Mr. Ernie Lovell, and Mr. Jeff Long.

Financial Reports

Mr. Knight presented and reviewed the **Reconciled Bank Balances and Unrestricted Current Fund Statement of Expenditures ending July 31, 2020**. No action was necessary.

Mr. Knight presented for review and approval the **July 2020 Disbursement Register (Claim Docket) in the amount of \$2,591,355.91**. Student refunds in the amount of \$778,466.67 is included in this total amount. A motion was made by Sonny Knight, seconded by Frank Ladner, to approve the July 2020 Disbursement Register as presented herein. The motion was unanimous. The original Disbursement Register is on file in the Business Office.

Mr. Knight presented for approval the **August 2020 Fixed Assets Deletion Report** for institution-wide in the amount of \$98,014.48. The report contains various unserviceable furniture, computer, and other electronic items that are no longer in use and will be prepared for salvage. A motion was made by Tony Waits, seconded by Frank Ladner, to approve the Fixed Assets Deletion Report as stated and defined herein. The motion was unanimous. The original report is on file in the Business Office.

Mr. Knight then presented for review and approval the following **Emergency Purchases** in the amount of \$1,581,609.89 from the CARES grant fund (CARES Post-Secondary Education COVID-19 Mitigation Relief Program – HB 1793 via DFA):

Grant Amount		\$3,491,803.67
Dell	Dell Dock WD19 Power Delivery – 175	\$31,017.00
Dell	Dell Charging Carts & Dell Laptops)	\$367,800.00
ESE Telehealth	Meridian Personal Mgt Kiosk	\$83,285.00
Academics Technologies	75” TV Sets – 158	\$162,771.60
BCI, Inc	Cisco Webex Room Kits – 60 units	\$859,098.14
Billy R. Davis	TV Installation	\$18,240.00
Academics Technologies	HDMI Cables – 120	\$11,640.00
Robinson Electric	TV Installation Materials	\$1,904.15
Dees Paper Company	Scrubbers & Misters	<u>\$45,854.00</u>
Total Purchase		\$1,581,609.89
Available Fund Balance		\$1,910,193.78

After discussion of the Emergency Purchases, a motion was made by Dale Purvis, seconded by Sonny Knight, to approve the Emergency Purchases as presented and defined herein. The motion was unanimous.

Personnel Matters – Dr. Smith

Dr. Smith presented for approval the **transfer** of **Ms. Rebecca Brown** from the position of Coordinator of Community and Economic Development **to** the position of Dean of Workforce and Community Development effective August 1, 2020. A motion was made by Frank Ladner, seconded by Sonny Knight, to approve the transfer of Ms. Brown as stated herein. The motion was unanimous.

Personnel Matters – Dr. Causey

Dr. Causey presented for approval the **employment of Mr. Daniel Browning** for the position of Instructor of History, Religion & Geography (3/5) (FCC) effective August 3, 2020. A motion was made by Dale Purvis, seconded by Sonny Knight, to accept the employment of Mr. Browning as stated herein. The motion was unanimous.

Legal Matters

None.

Other Business

Dr. Breerwood presented for approval a **DECLARATION OF EMERGENCY FOR PURCHASE OF CERTAIN COMMODITIES**. This declaration provides for the emergency purchases of any and all commodities within the guidelines established by HB 1793 and HB 1795 under the CARES Postsecondary Education COVID-19 Mitigation Relief Program Act. (“CARES” means Coronavirus Aid, Relief, and Economic Security.) (“COVID-19” means Coronavirus Disease 2019.) After discussion, a motion was made by Sonny Knight, seconded by Donnie Williamson, to approve the Declaration of Emergency for Purchase of Certain Commodities as stated and defined herein. The motion was unanimous. A copy of said Declaration is attached herewith as “Exhibit A” and made a part of these official minutes.

Dr. Breerwood recommended approval of the updated **Title IX and Sexual Misconduct Policy and the PRCC Procedures for the Resolution of Allegations of Sexual Misconduct**. He stated that this policy and procedure have been updated to satisfy requirements for accreditation purposes. A motion was made by Sonny Knight, seconded by Dale Purvis, to approve the Title IX and Sexual Misconduct Policy and the PRCC Procedures for the Resolution of Allegations of Sexual Misconduct as presented and defined herein. The motion was unanimous. The updated policy and procedures will be incorporated into the on-line/electronic Pearl River Community College Policy and Procedure Manual and is available for viewing at www.prcc.edu.

President’s Report

President Breerwood expressed his appreciation to the Board of Trustees for their approval of the declaration of emergency purchases. He stated the CARES Act provides the needed funding to purchase COVID-19 items and equipment for on-line classes.

The Seal Hall Renovation Project plans and design phase is in progress. The estimated startup for this project is spring 2021.

Adjournment

There being no further business to come before the Board of Trustees, the meeting was called for adjournment. A motion was made by Frank Ladner, seconded by Sonny Knight, to adjourn. The motion was unanimous.

The next meeting of the PRCC Board of Trustees will be held Tuesday, September 8, 2020 at 1:00 p.m. by in-person, Webex (zoom), or call-in attendance in Pearl River Community College's Olivia Bender Cafeteria.

Tess Smith, Board Chair

M. L. "Sonny" Knight, Board Secretary

Exhibit Items for the August 11, 2020 Meeting of the
Pearl River Community College Board of Trustees

Exhibit A **Declaration Of Emergency For Purchase Of Certain Commodities**
(HB 1793 and HB 1795, CARES Postsecondary Education COVID-19
Mitigation Relief Program Act)

The official signed minutes and Exhibit Items (if applicable)
are on file in the PRCC President's Office and
are available for viewing upon request.