

PEARL RIVER COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING MINUTES

June 14, 2022

The Board of Trustees of Pearl River Community College met Tuesday, June 14, 2022, at 1:00 p.m. for their monthly meeting. This meeting was held in the West Dining Room of the Olivia Bender Cafeteria on the Pearl River Community College Campus in Poplarville, Mississippi.

TRUSTEES IN ATTENDANCE/ABSENT:

Mr. Tony Waits, Chairman
Mr. M. L. "Sonny" Knight, Secretary
Mr. Dale Purvis, Vice Chairman
Mr. Alan Lumpkin
Mr. Ike Haynes
Ms. Teenia Perry
Mr. Don Welsh
Ms. Teresa Merwin

Mr. Frank Ladner
Mr. Michael Waits - Absent
Mr. Carl Michael Day - Absent
Mr. Donnie Williamson
Mr. Brian Freeman
Dr. Gale Harris
Ms. Teresa Stafford
Dr. Steven Hampton

PRCC STAFF: President Dr. Adam Breerwood, Vice President for Instruction/Provost Dr. Martha Smith, Vice President for Forrest County Center, Allied Health and Nursing Programs Dr. Jana Causey, Vice President for Poplarville Campus and Student Services Mr. Jeff Long, Vice President for Planning and Institutional Research/Hancock Center/Dean of Honors Institute (Poplarville) Dr. Jennifer Seal, Vice President for Enrollment Management and Business Services Ms. Candance Harper and Executive Assistant to the President Ms. Maghan Smith.

Invocation and Pledge

Chairman Tony Waits presided and opened the meeting. Dale Purvis provided the Invocation. Following the Invocation and Pledge of Allegiance, the following business was transacted.

Guests

Dr. Breerwood welcomed Ms. Angela Herzog of Herzog CPA Company, PLLC to the Board meeting.

Presentations/Recognitions

Michael Avalon presented the PRCC Baseball 2022 NJCAA National Championship trophy to the Board of Trustees and discussed the team's outstanding season and experience at the NJCAA tournament. He thanked the Board of Trustees and Dr. Breerwood for their support of his program. A photo was taken of Chairman Tony Waits and Michael Avalon with the National Championship trophy.

Approval of Minutes

Chairman Waits called for approval of the **May 10th board meeting minutes**. A motion was made by Frank Ladner, seconded by Teenia Perry, to approve the May 10, 2022 board meeting minutes as presented. The motion was unanimous.

Departmental Reports

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

Financial Reports

Ms. Clark presented and reviewed the **Reconciled Bank Balances ending May 31, 2022, and Unrestricted Current Fund Statement of Expenditures ending, May 31, 2022**. No board action was necessary for these reports.

Ms. Clark presented for review and approval the **May 1, 2022 through May 31, 2022 Disbursement Register (Claim Docket)** in the amount of \$2,262,583.16 total disbursements. Included in this amount is student refunds in the amount of \$98,889.29. A motion was made by Sonny Knight, seconded by Teenia Perry, to approve the Disbursement Register as presented herein. The motion was unanimous. The original Disbursement Register is on file in the Business Office.

Ms. Clark presented for approval the **June 2022 Fixed Assets Deletion Report** for institution-wide in the amount of \$157,478.10. The report contains various unserviceable computers and electronic items that are no longer in use and will be prepared for salvage. A motion was made by Teresa Merwin, seconded by Teenia Perry, to approve the **June 2022 Fixed Assets Deletion Report** as stated and defined herein. The motion was unanimous. The original report is on file in the Business Office.

Ms. Clark presented the **Pearl River Community College Instructional Salary Schedule for the Fiscal Year Ended June 30, 2023** for review and approval. Ms. Clark informed the board that the Instructional Salary Schedule includes a 5 percent salary increase for full time employees. A motion was made by Ike Haynes, seconded by Frank Ladner, to approve the Instructional Salary Schedule as presented and defined herein. The motion was unanimous. A copy of the Instructional Salary Schedule for FY 2023 is attached hereto as Exhibit A and made a part of these official minutes.

Ms. Clark presented for approval the **Pearl River Community College Budgets for the Fiscal Year Ending June 30, 2023**. After the full presentation of the PRCC FY 2023 Budgets, Chairman Waits called for a motion to approve the PRCC FY 2023 Budgets. The motion was made by Sonny Knight, seconded by Teenia Perry, to approve the PRCC FY 2023 Budgets as presented and defined herein. The motion was unanimous.

Dr. Breerwood presented for approval the **Pearl River Community College FY 2022-2022 Personnel Recommendations** and Positions effective July 1, 2022. A motion was made by Sonny Knight, seconded by Frank Ladner, to approve the FY 2022-2023 Personnel Recommendations and Positions as presented and defined herein. The motion was unanimous.

Ms. Harper presented for approval a **Single Source Item** for Mid-South Medical Imaging, LLC for the purchase of Ultrasound and Digital Radiography products in the amount of \$157,257.43. A motion was made by Sonny Knight, seconded by Teenia Perry, to approve this single source items as stated herein. The motion was unanimous.

Ms. Angela Herzog of Herzog CPA Company, PLLC presented the audit for Pearl River Community College to the Board of Trustees.

Personnel Matters – Resignations

Dr. Causey presented for acceptance the **resignation** of **Ms. Karinna Lee** from the position of Department Chair/Physical Therapist Assistant Academic Coordinator of Clinical Education (12 Mos) effective June 30, 2022.

Personnel Matters – Recommendations for Employment and Employee Transfers

Dr. Causey presented for approval the **recommendation** of **Ms. Micki Jo Robertson** for the position of Department Chair/Instructor of Diagnostic Medical Sonography (12 Mos) effective July 1, 2022.

Dr. Causey presented for approval the **recommendation** of **Ms. Audrey Jackson** for the position of Instructor of Physical Therapy Assistant Program/Academic Coordinator of Clinical Education (12 Mos) effective July 1, 2022.

Dr. Causey presented for approval the **transfer** of **Ms. Traci Lee Thornton** from the position of Instructor of Physical Therapist Assistant Program to the position of Department Chair/Instructor of the Physical Therapist Assistant Program effective July 1, 2022.

Dr. Smith presented for approval the **recommendation** of **Mr. Cameron Hawkins** for the position of Brownstone Facilities Manager effective July 1, 2022.

Dr. Smith presented for approval the **recommendation** of **Ms. Eileen Sumlin** for the position of CTE Student Services Coordinator effective July 1, 2022.

Dr. Seal presented for approval the **recommendation** of **Mr. Calvin Skidmore** for the position of Instructor of Unmanned Aerial Systems Technology effective July 1, 2022.

A motion was made by Gale Harris, seconded by Teresa Stafford, to approve the recommendations for employment of **Ms. Robertson, Ms. Jackson, Ms. Thornton, Mr. Hawkins, Ms. Sumlin and and Mr. Skidmore** as presented and defined herein. The motion was unanimous.

Legal Matters

None.

Other Business

Dr. Seal presented for review and approval new policies and procedures which included Employee Conflict of Interest, Telework and Gifts, Entertainment, & Food. A motion was made by Frank Ladner, seconded by Dale Purvis, to approve the new policies and procedures as presented and defined herein. The motion was unanimous.

Dr. Seal presented for review and approval revised policies and procedures which included Travel, Purchasing and Inventory Requirements. A motion was made by Teresa Stafford, seconded by Dale Purvis, to approve the revised policies and procedures as presented and defined herein. The motion was unanimous.

President’s Report

Dr. Breerwood asked Ms. Maghan Smith to give a short training session on the new Board Book software. Ms. Smith informed the Board that she would email login information and instructions for using Board Book.

Dr. Breerwood informed the Board that Mr. Alan Lumpkin would be leaving his position on the Pearl River Community College Board as the Superintendent of Education for Pearl River County School District to become the Superintendent of Education for Scott County School District. Dr. Breerwood thanked Mr. Lumpkin for his service and contributions to Pearl River Community College and Pearl River County.

Dr. Breerwood informed the Board that the College is open for bid for the Hancock County Academy and that there are several construction projects in the works for both the Forrest County Campus and Hancock County Campus.

Dr. Breerwood introduced Ms. Rebecca Brown, Dean of Workforce and Community Development to the Board. He explained that she has been an asset to the College through partnerships, grants and Accelerate MS. Ms. Brown shared a Save the Date Grant Announcement for Pearl River Community College Workforce Department scheduled for July 14, 2022 at the Lowery A. Woodall Advanced Technology Center.

Adjournment

There being no further business to come before the Board of Trustees, Chairman Waits called for the meeting to be adjourned. A motion was made by Sonny Knight, seconded by Teresa Merwin to adjourn. The motion was unanimous.

The next meeting of the PRCC Board of Trustees will be held Tuesday, July 12, 2022 at 1:00 p.m. at Pearl River Community College’s Olivia Bender Cafeteria.

Mr. Anthony C. “Tony” Waits
Chairman of the Board

M. L. “Sonny” Knight
Secretary of the Board

Exhibit Items for the June 14, 2022 Board Meeting Minutes

Exhibit A: Pearl River Community College Instructional Salary Schedule for the Fiscal Year Ended June 30, 2023

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.