

MINUTES OF THE REGULAR MEETING OF NOVEMBER 16, 2023

On November 16, 2023, the Board of Trustees of Community College District 507, in the Counties of Vermilion, Edgar, Iroquois, Champaign, and Ford in the State of Illinois, met in regular session in the Board Room, Vermilion Hall Room 302, at Danville Area Community College.

ITEM 1: CALL TO ORDER

Chairman Harby called the meeting to order at 5:30 p.m.

ITEM 2: PLEDGE OF ALLEGIANCE

Presidential Scholar Hannah Smith led the Board and those in attendance in reciting the Pledge of Allegiance.

ITEM 3: ROLL CALL

The roll was called. Trustees present: Tracy Cherry, Dave Harby, Terry Hill, Maruti Seth, Greg Wolfe, and Student Trustee Decarlo Flagg. Trustees absent: Sandra Finch and Dylan Haun (arrived via phone at 6:00 p.m.)

Others present: President Dr. Stephen Nacco, Board Secretary Kerri Thurman, Lara Conklin, Doug Adams, Brian Hensgen, Terri Cummings, Tammy Riggleman, Whitney Yoder, Mark Barnes, Dylan Miller, Jeff Wise, Doug Hunter, Marla Jarmer, Kathy Hunter, Dr. Wendy Brown, RJ Rowland, Ashley Hargrove, Alan Wilson, Todd Flessner, Dr. Burcu Carlon, Brandon Daily, Dean Graves, Sara McKenna, Jerry Davis, Hanna Smith, Kylee Pate, Tanner Pichon, Brooklynne Klett, and Liam Presler.

Media present: Steve Brandy, WDAN-WDNL.

ITEM 4: ADOPTION OF AGENDA

Mr. Harby asked if there were any changes requested to the agenda. With no changes request, upon motion by Mr. Wolfe, and a second by Mr. Hill, the agenda was approved as presented. The motion passed by unanimous voice vote: 6 yeas, 0 nays.

ITEM 5: RECOGNITION OF VISITORS

Dr. Nacco introduced the following: Lara Conklin, Executive Director, College Relations; Doug Adams, Executive Director, Maintenance and Facilities; Brian Hensgen, Assistant Vice President, Student Services; Terri Cummings, Dean, Business and Technology; Tammy Riggleman, Coordinator, Employment and Professional Development; Whitney Yoder, Controller; Mark Barnes, Director, Information Technology; Dylan Miller, Campus Security Officer; Jeff Wise, Instructor, Information Systems; Doug Hunter, Associate Professor, Mechatronics; Marla Jarmer, Professor, Rhetoric; Kathy Hunter, Professor, Information Systems; Dr. Wendy Brown, Distinguished Professor, Microbiology; RJ Rowland, Instructor, Welding; Ashley Hargrove, Associate Professor, Business Administrative Technology; Alan Wilson, Instructor, Automotive Technology; Todd Flessner, Instructor, Manufacturing Engineering Technology; Dr. Burcu Carlon, Associate Professor, Anatomy and Physiology/Biology; Brandon Daily, Instructor, Wind Energy/Solar Technician; Dean Graves, Instructor, Automotive

Technology; Sara McKenna, Wipfli; Jerry Davis, Jerry Davis Law; Hannah Smith, Presidential Scholar; Kylee Pate, Tanner Pichon, Brooklynn Klett and Liam Presler, DACC Students.

ITEM 6: INSIDE THE COLLEGE: REPORT ON FAMILY SCIENCE NIGHT

For the Inside the College report, Dr. Wendy Brown provided a report on the recent Family Science Night event on campus. Dr. Brown noted the event took place on November 3rd in the gym. She also reported that the first Family Science Night took place in 2003. The event involves 50 hands-on science activities ranging from STEM disciplines, zoology, astronomy, biology, allied health, etc. Dr. Brown highlighted some of the activities/presentations that were available for attendees.

Dr. Brown reported approximately 300 visitors for the event which involved approximately 100 volunteers. She reported her Mom flew in from Oregon to help and has done so every year since the event began. She expressed appreciation to Angel Fellers and Suzanna Aguirre for their hard work on the event.

Students Brooklynn Klett and Liam Presler introduced themselves and shared their experiences with Family Science Night.

The Board and Dr. Nacco thanked Dr. Brown for her leadership and the students for attending and sharing their experiences.

ITEM 7: REPORT ON ICCTA MEETING, NOVEMBER 10-11, 2023

Mr. Wolfe and Mr. Harby attended the recent ICCTA meetings in Schaumburg and provided a report on the sessions they attended.

ITEM 8: FINANCIAL UPDATE

The Financial Statement of Revenue and Expenditures ending October 31, 2023 was included in the Board agenda book.

ITEM 9: PRESIDENT'S REPORT

Dr. Nacco shared the *DACC Flash* with the Board and highlighted the events from the last month.

ITEM 10: PUBLIC COMMENT

During public comment, Kathy Hunter, Doug Hunter, Tanner Pichon and Kylee Pate addressed the Board to share their support of a faculty member.

ITEM 11: CONSENT AGENDA

- A. BOARD CONSIDERATION OF THE MINUTES OF THE REGULAR BOARD MEETING OF OCTOBER 26, 2023; MINUTES OF THE PUBLIC HEARING OF OCTOBER 26, 2023; AND MINUTES OF THE BOARD AUDIT COMMITTEE MEETING OF OCTOBER 30, 2023**
- B. FINANCIAL REPORT**
- C. CLERY SECURITY REPORT**

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board approved the items on the Consent Agenda. The motion passed by roll call vote: 7 yeas, 0 nays.

ITEM 12: UNFINISHED BUSINESS

ITEM 13: NEW BUSINESS

A. BOARD CONSIDERATION OF HUMAN RESOURCES REPORT

Recommendations of Employment are conditional upon all Human Resources processes being met.

Upon motion by Mr. Wolfe, and second by Mr. Flagg, the Board approved the Human Resources Report. The motion passed by roll call vote: 7 yeas, 0 nays.

B. BOARD CONSIDERATION OF APPROVAL OF TRAVEL EXPENDITURES FOR TRUSTEES

Per Public Law 99-0604, known as the “Local Government Travel Expense Control Act,” travel expenses for members of the Board of Trustees must be approved at an open meeting of the Board.

A total of \$1,454.68 was expended for travel expenditures for trustees over the last month. The expenses were for the ACCT Leadership Congress in Las Vegas, NV from October 8-12, 2023 for Mr. Greg Wolfe.

Upon motion by Mr. Hill, and a second by Mr. Seth, the Board approved travel expenditures for trustees over the last month. The motion passed by roll call vote: 7 yeas, 0 nays.

C. BOARD CONSIDERATION OF ACCEPTANCE OF FY2023 COLLEGE ANNUAL COMPREHENSIVE FINANCIAL AUDIT REPORT (EXTERNAL EXHIBIT)

The Board of Trustees Audit Committee (Mr. Harby and Mr. Hill) met on October 30, 2023 with Auditor Sara McKenna of Wipfli, LLP. The purpose of the meeting was to review and discuss the audited Comprehensive Annual Financial Report for the fiscal year ended June 30, 2023. Also in attendance from the DACC Staff were Dr. Nacco, Tammy Betancourt, Whitney Yoder, Dr. Carl Bridges, and Kerri Thurman.

Mr. Harby and Mr. Hill thanked Vice President Betancourt, Controller Whitney Yoder, and the Business Office in their efforts in securing a clean audit.

Upon motion by Mr. Hill, and a second by Mr. Seth, the Board accepted the FY2023 College Annual Comprehensive Financial Audit Report. The motion passed by roll call vote: 7 yeas, 0 nays.

D. BOARD CONSIDERATION OF WORKERS COMPENSATION INSURANCE FOR 2024

Worker’s Compensation Insurance is determined by our estimated annual payroll, experience mod rate, and Foreign Terrorism and Domestic Terrorism coverage. The January 1, 2023 to

December 31, 2023 premium for Worker’s Compensation Insurance was \$53,055 with Illinois Public Risk Fund (IPRF), which covers Illinois employees only. The College had to secure separate worker’s compensation insurance for various part-time employees who work from home and live outside of Illinois. Four policies had to be obtained through Zenith for Tennessee, Florida, Mississippi, and Indiana. The total cost of those premiums was \$730.

On behalf of DACC, Epic Insurance Midwest requested proposals from our current carrier IPRF and Zenith. The proposals are as follows:

Zenith	\$46,618 (includes coverage for all states)
IPRF	\$45,367

It is important to note that the Zenith policy covers all states and provides the flexibility to allow the College to hire part-time employees from any state to work from home, especially part-time instructors. To stay with IPRF the additional policies in existence would have to be renewed and any employee hired from any other states would have to be secured. This also causes additional burden on employees who work both on-campus and at home as they have to track their time to ensure payroll is allocated correctly for the premium calculations.

Given the small variance in premium of \$1,250, which doesn’t include the premiums for additional out of state policies needed if the College remained with IPRF (\$730 for 2023), it seems to be in the best interest of the College and our employees to secure worker’s compensation coverage with Zenith. This is still a decrease 13.3% (\$7,167) from the prior year when considering all premiums paid. Zenith has been our carrier in the past (2018 to 2021) and we had excellent service and response times.

Workers Compensation Insurance premiums are paid using Liability, Protection, Settlement (Tort) Funds.

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board approved the premium of \$46,618 to Zenith Insurance for Worker’s Compensation insurance coverage from January 1, 2024 to December 31, 2024. The motion passed by roll call vote: 7 yeas, 0 nays.

**E. BOARD CONSIDERATION OF BIDS FOR TECHNOLOGY CENTER
WELD SHOP GAS PIPE PROJECT**

Bids were advertised and requested for the installation of a weld gas piping system to deliver welding gases to all welding booths. Work includes, but not limited to, the installation of all pipe hangers regulators, etc., for a complete functioning weld gas distribution system.

Funding will come from Technology/Equipment Bond proceeds.

Upon motion by Mr. Wolfe, and a second by Mr. Seth, the Board approved the bid from Venture Mechanical in the amount of \$29,486 for the installation of a weld gas distribution system. The motion passed by roll call vote: 7 yeas, 0 nays.

**F. BOARD CONSIDERATION OF MAKING WRITTEN CLOSED
SESSION MINUTES OPEN TO THE PUBLIC**

Public Act 85-1355 requires community college boards to review the written minutes of closed sessions in order to determine which written minutes may be, in whole or in part, made a part of the public record.

The following minutes were reviewed: March 24, 1987; September 26, 2000; October 24, 2000; May 23, 2006; April 26, 2011; January 24, 2019; January 28, 2023; May 25, 2023; and June 22, 2023.

Upon motion by Mr. Wolfe, and a second by Mr. Seth, the Board approved the written minutes of March 24, 1987; September 26, 2000; October 24, 2000; May 23, 2006; April 26, 2011; January 24, 2019; and June 22, 2023 remain closed to the public and the minutes of January 28,, 2023 and May 25, 2023 be made open to the public. The motion passed by roll call vote: 7 yeas, 0 nays.

ITEM 14: INFORMATION

A. TRUSTEE COMMENTS

- Mr. Seth noted Family Science Night brings back many memories for him.
- Mr. Wolfe is appreciative of the opportunity to participate in ICCTA and ACCT.
- Mr. Hill wished everyone a happy Thanksgiving.
- Mr. Harby noted a Boardsmanship session is scheduled for Saturday, December 9. Joan Dixon will be the facilitator. He also noted the GED graduation on December 7.

B. COMMUNICATIONS

ITEM 14: ADJOURNMENT

There being no further business to discuss, Mr. Harby adjourned the meeting at 6:30 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Approved: _____