



ERIE COUNTY
COMMUNITY COLLEGE OF PA

Erie County Community College Board of Trustees

Minutes of the Special Meeting

May 12, 2021 - 5:00 pm

Location of Meeting - Virtual on Zoom Only

Trustees:

Mr. Tom Benson
Mr. Ron DiNicola
Ms. Cheryl Rush Dix
Mr. Justin Gallagher
Mayor Dave Mitchell
Ms. Kathryn Sintal
Ms. Christina Vogel

Absent:

Pastor Charles Mock
Dr. Annette Wagner

Additional attendees via Zoom:

Dr. Judith Gay, Interim President; Mrs. Jackie Fink, Assistant to the President;
Dr. Narcisa Polonio, Consultant; Mr. Tom Tupitza, Legal Counsel

From the Public:

Unidentified guest

Call to Order

Presiding Officer, Chairman Ron DiNicola, called the meeting to order at 5:00 PM on Wednesday, May 12, 2021.

Roll Call

At Roll Call seven (7) trustees were present, two (2) trustees were absent.

ACTION ITEMS:

Approval of the Regular Meeting Minutes of April 28th, 2021.

Trustee Benson moved to accept the minutes of the Regular Board Meeting held on Wednesday, April 28th as written. Trustee Mitchell seconded the motion. Motion unanimously passed.

BUSINESS BEFORE THE BOARD

Report of the Interim President

Dr. Judith Gay highlighted several events and activities of her office since the board meeting of April 28th, 2021:

- a. She was interviewed following Erie NAACP advocacy march for a downtown location of the college. Always positively impressed by student participation in advocacy. The college has continually expressed the multiple location format.
- b. Began implementation of Workday software. Finance, HR, and student sections are being addressed with the timeline set to be up and operational by July 1st.
- c. President's availability will be limited to Monday and Friday with the involvement in implementation and set-up.
- d. Need to accelerate hiring of Dean, Registrar, and Library staff. Interviewing will commence immediately, to include faculty as well.
- e. Benefits must be addressed and finalized to include in offer to potential employees.
- f. Recruitment will become priority focus once system is set.
- g. Work on budget continues with staffing/pricing/sites. Recommendations to come soon, including recommendations for tuition and fees.
- h. Policies will be coming to board for review as outlined in the Bylaws, specifically nepotism and outside employment policies. Will send for your review prior to May 26th meeting.
- i. Need to work on a telework policy, pandemic has taught that remote positions are possible.
- j. Support letter was written for Impact Corry. The tech accelerator/job training/education hub project is something the college may want to be involved with moving forward. Mayor Mitchell thanked her for this letter.
- k. Will be bringing forth some short term contracts that may or may not need board approval, but all are necessary to move forward.
- l. Library MOU signing will be held on May 24th at 1 PM. COVID-19 policies remain in place. Perhaps video taping will be done.

- m. Trustee Dix indicated arrangements could be made to have the signing recorded. Dr. Gay will follow-up with Library and County.

Statement of Financial Interest Presentation

- a. Solicitor Tom Tupitza shared information regarding the legal requirement for public officials to file the Statement of Financial Interest form and briefly highlighted fields to be disclosed.
- b. This requirements comes from the Pennsylvania's Ethics Act. If not filed, no public official duties can continue for that individual.
- c. Statements will be kept on file in the office of the College President. Need to be available for public inspection and copy if requested.
- d. Statement is from the prior year; form must be dated 2021.
- e. No reporting to anyone is necessary. Forms will be filed/kept in President's Office in locked file system yet available as requested.
- f. Forms have been sent and can be resent including a web link for ease of completing. Administration will send confirmation of receipt and include final reminder in May 26th meeting agenda.

Executive Session

Chairman DiNicola announced an Executive Session will be held at the adjournment of this open meeting for purposes of personnel and real estate discussions with notice of no further action to be taken and no return to this open meeting.

Motion to Adjourn:

Chairman DiNicola announced adjournment to Executive Session. All in attendance were in agreement. Meeting adjourned at 5:30 P.M.