



Minutes for Meeting Book - August 24, 2022 Board of Trustees Regular Meeting

08/24/2022 | 05:00 PM - (GMT-05:00) Eastern Time (US & Canada)

Gannon ETI Building

College and Other Attendees (9)

President Dr. Chris Gray, Assistant to the President/Secretary to the Board Renee Triana, Vice President Bill Jeffress, Treasurer and Controller Phil Forte, Vice President Guy Goodman, Dean Keri Bowman, Dean Rebecca Walker, Director of HR Luisa Heifner, Solicitor Tim Wachter

Call to Order

Time: 5:00pm

Chairperson Ron DiNicola welcomed new Board Member Robert Merrill who was appointed by the County Executive at the August 16, 2022, County Council Meeting. He comes to the EC3 Board with over thirty years of Human Resource experience. The Board welcomes him and will support him in his role any way they can.

Roll Call

Trustee	Roll Call
Trustee Justin Gallagher	Y via Zoom
Trustee Bob Merrill	Y
Trustee Dave Mitchell	Y
Trustee Rev. Dr. Charles Mock	Y Via Zoom 5:03pm
Vice Chairperson Cheryl Rush Dix	Y
Trustee Kay Sintal	Y
Secretary Christina Vogel	Y 5:17pm
Trustee Dr. Annette Wagner	Y
Chairperson Ron DiNicola	Y

Pledge of Allegiance

Approval of July 27, 2022 Regular Meeting Minutes (pg. 14-24)

Trustee	Motion 1	Vote
Trustee Justin Gallagher		Y
Trustee Bob Merrill		Y
Trustee Dave Mitchell		Y
Trustee Rev. Dr. Charles Mock		Y
Vice Chairperson Cheryl Rush Dix		Y
Trustee Kay Sintal	1	Y
Secretary Christina Vogel		Y
Trustee Dr. Annette Wagner	2	Y
Chairperson Ron DiNicola		Y

Public Participation

None

Communication

A. County Council-None

B. President's Report-The President delivered the staff Dairy Queen for their job well done for doubling enrollment. Dr. Gray gave an update of the College's accreditation process indicating that the College is continuing to prepare the Accreditation Readiness Report while waiting the MSCHE to schedule a site visit. He commended the good work on creating Board policies and bylaws. Trustee Mitchell mentioned that the College should have representation at the county fairs that would soon be taking place. Dr. Gray said that Vice President, Guy Goodman's team would reach out for details concerning those events but enforced that the College needs help with staffing these events as it requires a small group of staff to work nights and weekends on top of their normal work week. Many of the executive staff have volunteered their times at events. Dr. Gray noted that Cabinet has approved a recruiter position to focus on the rural areas. Several Trustees noted they would be willing to help at these events. Dr. Gray said that a combined recruitment and outreach calendar had been created as well as College talking points that will be shared with the Board so they could sign up for events.

C. Academic Committee-Vice Chairperson Rush Dix reported that the committee did not meet in August, but Board Report #22-67 in the Board Packet will reflect the work that the committee has accomplished the past month.

D. Finance Committee-Trustee Gallagher also pointed to Board Report #22-66 in the Board Packet is the 2022-2023 College Budget. He reminded the Trustees that the proposed budget was voted on and approved during the March 10, 2022, Special Meeting. At that time the College could not confirm the dollar amount the state was going to allocate to the College and used a projected amount. Since then, the state has passed the budget. It was confirmed on August 4, 2022, that the State was indeed allocating the projected amount that was written into the original approved College budget voted on in March. Vice Chairperson Rush Dix asked if there were any changes to Board Report #22-66 from the approved budget from March 10, 2022, vote. Trustee Gallagher responded that there was no significant difference between the two budget reports. Dr. Gray indicated that the College receives \$3.2 million from the state that it submits receipts for reimbursement. It is not clear if the funds for lease payments comes from reimbursement from the state. PDE (PA Department of Education) and the PACCC Council of President's have differing answers.

Trustee Gallagher also confirmed that the committee is working on the 2023 calendar year budget request to submit to the County Council. The request is expected to be consistent with last year's, \$3.3 million in operating and \$450,000 in capital.

Dr. Gray asked the Board for feedback, but not a formal vote, on budget request strategy as the county hearing is coming up soon. Trustee Mock felt that the College should request more since the focus has been switched to operational. Trustee Mitchell advised the Board that the budget process is grueling and there is competition from various agencies. He pointed out the current economic climate holds a lot of weight during the decision-making process as state and federal funding effects the county and in addition there is a new administration and a new council. He continued that the status quo would put the College in good standing this year. Chairperson Ron DiNicola mentioned the College's successes of funding to this point and was cautious to not be overly aggressive when requesting funds. Dr. Gray explained that the College is allocated \$3.75 million that was broken out arbitrarily by the former controller to \$450,000 capital expenditures and \$3.3 million in operating costs, but the total can be used for either.

Vice Chairperson Rush Dix agreed that the College would need a compelling issue to ask for an increased amount. Dr. Gray indicated that the forecast for the 2023 budget does build in growth for the College. There was discussion about the county government ARP funds used to cover student tuition and the plan once those monies are exhausted.

E. Ad Hoc Site-Trustee Sintal reported that the committee did not meet this month. She noted the attorneys are moving things forward with the acquisition of 2403 W. 8th Street with no outstanding issues. The College is slated to take possession of the building on September 1st and the lease at Gannon's ETI expires at the end of September. Trustee Sintal reminded the Board that Phase I was getting the College open and operating. Phase II was now completed with the leases of EC3 East, EC3 Summit, EC3 Corry, and EC3 West. Phase III would now involve the maintenance of the facilities and customizing spaces to meet the needs of the College's programs.

E. Ad Hoc Community Advisors-Secretary Vogel said the committee was going to have a quarterly meeting in September. She acknowledged that the committee was a way for the College to communicate broadly with its stakeholders. Secretary Vogel also expressed her and the committee's willingness to help at outreach events if they know where the needs are. She also asked Dr. Gray for an updated definition of the committee's scope of duties once the new Board Officers are elected at next month's meeting.

F. Chairperson-Chairperson Ron DiNicola, realizing that this could be his last board meeting as Chairperson, bid his colleagues well in the future. He thanked Carl Anderson, who was present, for what he's done for the College. Chairperson DiNicola continued to say that it was a great privilege to work with the Board and the people in room. He noted all the good work that has been accomplished by the board, staff, and advisors from creating structure and processes from the ground up. He indicated that the College is more than education and opportunity, but that it was also justice and equality for all of Erie County's citizens. Chairperson DiNicola continued to say that he is lucky to live in a community with enough resources to make this happen, with President Obama noting that community colleges were the unsung movement of American educational system. Chairperson DiNicola said he will continue to play a role in the College going forward and it would be his pleasure to help where ever he can. Dr. Gray responded that Chairperson DiNicola needs to attend one more meeting so that all in the room can properly thank him for all he's achieved while helping to establish the college and as the founding Chairperson of the Board. A round of applause then filled the room.

Attracting New Talent at EC3PA Presentation by Luisa Heifner Director of Human Resources

Director of Human Resources shared that the administration was looking to institute tuition reimbursement for employees and tuition waivers for employees and immediately family members to attract employees to the College. She shared that this request would normally go through the Personnel committee but given the upcoming annual meeting and the need to move swiftly to respond to the current employment situation facing the country, she was asking to board for guidance as to whether to bring forward proposed procedures. Dr. Gray asked the Board if they wanted to wait for the reseeded

Personnel Committee to bring it to the Board or if they wanted a Board agenda item coming from staff. Director Heifner shared that out of the onslaught of the pandemic came the Great Resignation and employees wanting more of a work/life balance.

Trustee Gallagher indicated that the initial benefit package agreed on by the Finance Committee early in the College’s development included tuition waivers for employee’s family.

Vice Chairperson Rush Dix also suggested researching the standard in the Erie area for current hiring strategies and benefits afforded to educators.

Trustee Wagner noted that the College tuition is free right now and questioned how long that would last. Dr. Gray responded that the money would run out in the middle of the Spring 2023 semester. He also said that the College is working on an alternative but will need to have the final financial commitments from the County. Dr. Gray said as more details develop, he will bring them forward to the Board. Trustee Mock asked if there was a committee who is in charge of deciding how the money would be in used. Dr. Gray responded that it could fall under several.

New Business-Approval of EC3PA 2022-2023 Budget Board Report #22-66 (pg. 6-7)

See previous discussions in the notes from the Finance Committee Report (Letter D. under Communication)

Trustee	Motion 2	Vote
Trustee Justin Gallagher		Y
Trustee Bob Merrill		Y
Trustee Dave Mitchell		Y
Trustee Rev. Dr. Charles Mock		N
Vice Chairperson Cheryl Rush Dix	1	Y
Trustee Kay Sintal		Y
Secretary Christina Vogel		Y
Trustee Dr. Annette Wagner	2	Y
Chairperson Ron DiNicola		Y

New Business-Memorandum of Understanding with Erie Center for Arts and Technology and the Erie School District Board Report #22-67 (pg. 8)

Trustee Sintal asked if there were any other programs this would apply to besides welding and CNC? Dr. Gray responded that the College is becoming the Tech After Dark exclusive program and that the College is just asking for access to the CNC equipment now that the welding is at EC3 Summit. Dr. Gray thanked Dean Walker and Vice President, Guy Goodman for negotiating this agreement. Vice Chairperson Cheryl Rush Dix asked if this agreement allowed flexibility during the transition of program offerings. Solicitor, Tim Wachter responded that his firm represented all three parties in the deal and could provide some clarification. The Tech After Hours program is independent adult training program separate from ECAT. The programs that were provided through their original agreement included welding, CNC (advanced machining), and construction trades. ECAT will continue the construction trades only, with the exception of four students who did not complete welding will finish with ECAT, all other welding will go to EC3. Dr. Gray affirmed that the College would succeed by continued partnering with programs in the community. Vice Chairperson Rush Dix was pleased to see that this agreement puts the student at the center of the arrangement.

Trustee	Motion 3	Vote
Trustee Justin Gallagher		Y
Trustee Bob Merrill		Y
Trustee Dave Mitchell		Y
Trustee Rev. Dr. Charles Mock		Y
Vice Chairperson Cheryl Rush Dix	2	Y
Trustee Kay Sintal		Y
Secretary Christina Vogel	1	Y
Trustee Dr. Annette Wagner		Y
Chairperson Ron DiNicola		Y

**New Business-Erie County Technical School Skills Center Second Lease
Amendment Board Report #22-71 (pg. 9)**

Dr. Gray clarified that this second lease amendment is totally separate from the Site Committee’s pursuance of using ECTS during day. Vice Chairperson Rush Dix asked if this lease amendment would change the dollar amount of what was previously approved lease agreement. Dr. Gray responded that with increased enrollment comes increased expenses. Vice President Goodman clarified that enrollment will not cause an increase because the area is leased for use per day.

Trustee	Motion 4	Vote
Trustee Justin Gallagher		Y
Trustee Bob Merrill		Y
Trustee Dave Mitchell	2	Y
Trustee Rev. Dr. Charles Mock		Y
Vice Chairperson Cheryl Rush Dix		Y
Trustee Kay Sintal		Y
Secretary Christina Vogel		Y
Trustee Dr. Annette Wagner	1	Y
Chairperson Ron DiNicola		Y

Future Agenda Items/Summary Comments by Board Members

Trustee Sintal vocalized that the Board Policy Committee wanted to report the need for the policy to more user friendly online and asked the Board if she should move forward in looking for solutions to this. Dr. Gray said that Trustee Sintal could look into other ways to post the policy to the website, but that it would have to be manageable.

Secretary Vogel asked the President to go through the ad hoc committees and communicate to the Board what is important moving forward so that the Board can efficiently assist the College.

For Information

Executive Session

None

Motion to Adjourn

Time 6:32pm

Trustee	Motion 5	Vote
Trustee Justin Gallagher		Y
Trustee Bob Merrill		Y
Trustee Dave Mitchell		Y
Trustee Rev. Dr. Charles Mock		Y
Vice Chairperson Cheryl Rush Dix	2	Y
Trustee Kay Sintal	1	Y
Secretary Christina Vogel		Y
Trustee Dr. Annette Wagner		Y
Chairperson Ron DiNicola		Y

Next Regular Meeting September 28, 2022 5PM