

APPROVED MINUTES

COCHISE COUNTY COMMUNITY COLLEGE DISTRICT GOVERNING BOARD SPECIAL VIRTUAL MEETING

Tuesday, July 13, 2021
Zoom Webinar
6:00 p.m.

Members of the public who wish to attend the meeting did so via video conference at <https://cochise.zoom.us/j/98137332314>.

1. GENERAL FUNCTIONS

1.01 Call to Order

Mr. Hudgins called the meeting to order at 6:00 p.m.

Board Members Present:

Mr. David DiPeso - virtually
Mr. Don Hudgins – virtually
Mr. Dennis Nelson - telephonic
Mr. Tim Quinn – virtually
Mrs. Jane Strain – virtually

2. NEW BUSINESS *

ACTION

2.01 Consent Agenda *

The following items were approved:

- 2.01.1 * Classified; Appointment (*Sonia Hernandez, Department Assistant Counseling/Advising, Sierra Vista Campus*)
- 2.01.2 * Administrative Support; Appointment (*Danielle Foti, Graphic Designer, Sierra Vista Campus*)
- 2.01.3 * Administrative Staff; Appointment (*Martin Crichlow, Director of Residential and Student Life, Douglas Campus*)
- 2.01.4 * Administrative Staff; Appointment (*Ralph Mellecker, Building and Grounds Manager, Sierra Vista Campus*)
- 2.01.5 * Coach; Appointment (*Jason Hopkins, Assistant Coach, Men's Basketball, Douglas Campus*)
- 2.01.6 * Faculty; Appointment (*Alan Anderson, Instructor of Automotive Technology, District-wide, based on the Sierra Vista Campus*)
- 2.01.7 * Faculty; Appointment (*Tonya Borgeson, Visiting Instructor of Ceramics, Douglas Campus*)
- 2.01.8 * Faculty; Appointment (*Landon Brooks, Instructor of Aviation Pathways, Douglas Campus*)
- 2.01.9 * Faculty; Appointment (*Jordan Buckley, Instructor of Aviation Pathways, Douglas Campus*)
- 2.01.10 * Faculty; Appointment (*Abraham Contreras, Instructor of Aviation Pathways, Douglas Campus*)

- 2.01.11 * Faculty; Appointment (*David DeSplinter, Instructor of Skilled Trades, District-wide, based on the Sierra Vista Campus*)
- 2.01.12 * Faculty; Appointment (*Kendra Kaiser, Instructor of Nursing, District-wide, based at the Downtown Center*)
- 2.01.13 * Faculty; Appointment (*Hau Nguyen, Instructor of Cybersecurity / Cyber Operations Center Coordinator (Remote), District-wide, based online remote*)
- 2.01.14 * Faculty; Appointment (*Brenda Sabate, Instructor of Medical Billing and Coding, Downtown Center*)
- 2.01.15 * Faculty; Appointment (*Gabriela Zubiata, Instructor of Aviation Pathways, Douglas Campus*)
- 2.01.16 * Classified Staff; Transfer (*Tizoc Anaya, User Support Technician, Douglas Campus*)
- 2.01.17 * Classified Staff; Transfer (*Javier Armenta, Building Maintenance Technician II, Sierra Vista Campus*)
- 2.01.18 * Administrative Support; Transfer (*Marie (Angie) Castillo, Academic Career Advisor, District-wide, based on the Douglas Campus*)
- 2.01.19 * Administrative Staff; Transfer (*Reveca Owens, Academic Career Counselor, Douglas Campus*)
- 2.01.20 * Administrative Staff; Transfer (*Karly Scarbrough, Director of Library Services, District-wide, based on the Sierra Vista Campus*)
- 2.01.21 * Administrative Staff; Resignation (*Drew Corbett, Director of Compliance / Title IX Coordinator, Sierra Vista Campus*)
- 2.01.22 * Administrative Staff; Resignation (*Jordan Fischer, Senior Institutional Research Analyst (Remote), District-wide, based online remote*)
- 2.01.23 * Administrative Staff; Resignation (*Morgan Lewton, Douglas Campus and Community Relations Manager, Douglas Campus*)
- 2.01.24 * Coach; Resignation (*Derek Lane, Assistant Coach, Men's Basketball, Douglas Campus*)
- 2.01.25 * Acceptance of Minutes for June 8, 2021 – Public Hearing
- 2.01.26 * Acceptance of Minutes for June 8, 2021 – Special Budget Adoption Meeting
- 2.01.27 * Acceptance of Minutes for June 8, 2021 – Regular Meeting

Mr. Quinn moved, and Mr. DiPeso seconded a motion to approve the Consent Agenda. There was no further discussion. The Governing Board unanimously approved with members David DiPeso, Don Hudgins, Dennis Nelson, Tim Quinn, and Jane Strain all voting aye. **MOTION CARRIED.**

2.02 Request for Proposal – Aircraft Lease

As part of the reorganization of the aviation program, the college went out for proposals to lease aircraft. Two responses were received by the deadline of June 24, 2021; one response was determined to be incomplete with the proposal requirements. The administration requested the Governing Board adopt a motion to approve the awarding of the contract to lease aircraft from Yale Companies, LLC dba Hot Wings Aviation and designate the college president to sign the agreement once the college attorney completes the final review. With the approval, the aircraft is scheduled to be on the Douglas Campus no later than the end of the year, December 2021.

Mr. DiPeso inquired about the lack of twin-engine planes being part of the lease; Dr. Davis responded, noting that the college is retaining three aircraft, including twin-engine aircraft, for training. Also responding to Mr. DiPeso, Dr. Davis stated that the first-year charges include a security deposit and position fee (bringing the planes to the site), which are not costs for the second

year. Routine maintenance will also be done onsite with reimbursement from Hot Wings Aviation to the college, and major repairs will be done through the provider.

Responding to Mr. Hudgins, Dr. Fick expressed that the program savings with the lease will reduce maintenance staff and time needed to maintain the aircraft. The lease will help the program operate at the \$500,000 funding subsidy.

Mr. Quinn asked about the current planes being replaced with the leased planes; Dr. Fick noted that they would have managed usage to keep them in as valuable condition as possible for optimal revenue when sold.

Mr. Quinn moved, and Mr. DiPeso seconded a motion approving the award of the contract to lease aircraft from Yale Companies, LLC dba Hot Wings Aviation and designate the college president to sign the agreement once the college attorney completes the final review. Mr. Quinn thanked the administration and Ms. Burnett for their work on the lease. The Governing Board unanimously approved with members David DiPeso, Don Hudgins, Dennis Nelson, Tim Quinn, and Jane Strain all voting aye. **MOTION CARRIED.**

3. **ADJOURNMENT**

Mr. Hudgins adjourned the meeting at 6:15 p.m.

Respectfully Submitted:

Crystal Wheeler, Executive Assistant, Office of the President

Mr. Dennis Nelson, Secretary of the Governing Board