



## October Meeting Minutes

Northwest Florida State College

Oct 18, 2022 at 3:00 PM CDT

@ Chautauqua Center, 908 U.S. Highway 90 West, DeFuniak Springs, FL 32433

### Attendance

#### Trustees Present:

Lori Kelley (Chair), Rudy Wright (Vice Chair), Charlotte Flynt, Don Litke, Graham Fountain, Tanner Peacock, Jon Ward

#### President Present:

Devin Stephenson

#### Board Attorney Present:

Hayward Dykes

#### NWFSC Faculty/Staff Present:

Cole Allen, Pauline Anderson, Sandy Arteaga, Anthony Borella, Bryan Brooks, Kevin Brown, Carly Brunjes, Cristie Kedroski, Roberta Mackey, Jeff McGill, Aaron Murray, Chris Nida, Deidre Price, Sam Renfroe, Ramsey Ross, Whitney Rutherford, Dana Stephens, Charlie Stevenson, Chris Stowers, Randy White, Melissa Wolf

#### I. Board of Trustees

- A. Call to Order - 3:11 p.m.
- B. Approval of Agenda

##### **Motion:**

**The Board of Trustees approves the Agenda, as presented.**

Motion moved by Graham Fountain and motion seconded by Charlotte Flynt.

Vote for: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

- C. Public Comments
- D. Old Business
- E. New Business



#### 1. Consent Agenda

##### **Motion:**

**The Board of Trustees approves the Consent Agenda, as presented.**

Motion moved by Don Litke and motion seconded by Graham Fountain.

Vote for: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright


- a. Regular Meeting Minutes  
 [09.23.22 BOT Minutes.docx](#)
- b. Personnel Agenda  
 [Personnel Agenda Memorandum.docx](#)

 [Personnel Agenda Supporting Materials.xlsx](#)

2. Action Items

- a. Strategic Plan & Measures of Excellence for Year Three

 [ENGAGE NWFSC: Measures of Excellence for Year Three Memorandum.docx](#)

 [ENGAGE NWFSC: Measures of Excellence for Year Three - Proposed Measures.docx](#)

**Motion:**

**The Board of Trustees approves the ENGAGE NWFSC Strategic Plan Measures of Excellence and Annual Targets for Year Three, as presented with the single amendment that Goal 3 Measure 3 will now read "expand community's perceptions and awareness."**

Motion moved by Jon Ward and motion seconded by Don Litke.

Vote for: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

- b. Solicitations Progress Listing and Item(s) for Review (Presenters: Randy White)

 [Solicitations Listing October 2022 Memorandum .docx](#)


 [Solicitations Listing October 2022 Supporting Materials .xlsx](#)

**Motion:**


**The Board of Trustees approves award to Annett Bus Lines under ITB #2021-2022-04 Charter Bus Service Provider.**

Motion moved by Charlotte Flynt and motion seconded by Tanner Peacock. Vote for: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

- c. Final Review: BS 5.00 Expenditures and BS 16.00 Purchasing Goods and Services (Presenters: Randy White)

 [BS 5.00 Expenditures and BS 16.00 Purchasing Goods and Services Memorandum.docx](#)

 [BS 5.00 Expenditures Supporting Materials.docx](#)


 [BS 16.00 Purchasing Goods and Services Supporting Materials.docx](#)

**Motion:**

**The Board of Trustees approves the amendments to BS 5.00 and BS 16.00, as presented.**

Motion moved by Jon Ward and motion seconded by Charlotte Flynt. Vote for: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

- d. Final Approval: GP 1.00 Establishment and Corporate Status (Presenters: Whitney Rutherford)

 [GP 1.00 Establishment and Corporate Status Memorandum .docx](#)

 [GP 1.00 Establishment and Corporate Status Supporting Materials .docx](#)

**Motion:**

**The Board of Trustees approves the amendments to GP 1.00, as presented.**

Motion moved by Don Litke and motion seconded by Tanner Peacock. Vote for: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

- e. Final Approval: GP 4.00 Board of Trustees (Presenters: Whitney Rutherford)

 [GP 4.00 Board of Trustee Members Memorandum .docx](#)

 [GP 4.00 Board of Trustee Members Supporting Materials.docx](#)


**Motion:**

**The Board of Trustees approves the amendments to GP 4.00, as presented.**

Motion moved by Charlotte Flynt and motion seconded by Graham Fountain. Vote for: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

- f. Final Approval: HR 6.00 Professional Services Review (Presenters: Whitney Rutherford)

 [HR 6.00 Professional Services Review Memorandum.docx](#)

 [HR 6.00 Professional Services Review Supporting Materials.docx](#)

**Motion:**

**The Board of Trustees approves the amendments to HR 6.00, as presented.**

Motion moved by Rudy Wright and motion seconded by Charlotte Flynt. Vote for: Flynt, Fountain, Kelley, Litke, Peacock, Ward, Wright

- g. Final Approval: HR 12.00 Employee Schedules (Presenters: Whitney Rutherford)