



August Meeting Minutes

Northwest Florida State College

8/19/2025 3:00 PM

@ Raider Central, Building 400, Morell Room 302, Niceville Campus, 100 College Boulevard E, Niceville, Florida 32578

Attendance

Present:

Members: Cory Fosdyck (remote), Rhea Goff, Megan Harrison, Lori Kelley, Don Litke, Tanner Peacock, Lyndsi Stevens, Jon Ward (remote)

Board Attorney:

Whitney Rutherford

NWFSC President:

Mel Ponder

I. Board of Trustees

[Board of Trustees Agenda Cover Page.pdf](#)

A. Call to Order - 3:12 p.m.

B. Approval of Agenda

Motion: The Board approves the Agenda, as presented.

Motion moved by Tanner Peacock and motion seconded by Lyndsi Stevens.

Vote for: Fosdyck, Goff, Harrison, Kelley, Litke, Peacock, Stevens, Ward,

C. Public Comments

D. Old Business

E. New Business

1. Consent Agenda

[Consent Agenda Cover Page.pdf](#)

Motion: The Board approves the Consent Agenda, as presented.

Motion moved by Don Litke and motion seconded by Lori Kelley.

Vote for: Fosdyck, Goff, Harrison, Kelley, Litke, Peacock, Stevens, Ward

a. Regular Meeting Minutes

[2025_06.17_DRAFT BOT Meeting Minutes.docx](#)

b. Personnel Agenda

[Personnel Agenda Memorandum.docx](#)

[Personnel Agenda Supporting Materials BOT August 2025.pdf](#)

[Open Position Report BOT August 2025.xlsx](#)

2. Action Items

[Action Items Section Cover Page.pdf](#)

- a. Resolution Honoring Former Trustee and Vice Chair, Maj. Gen. Thomas “Rudy” Wright, Ret. USAF (Presenters: Rhea Goff)
 [Former Trustee Wright Resolution Memorandum.docx](#)
 [Former Trustee Wright Resolution.docx](#)
Motion: The Board of Trustees approves the resolution commending Former Board Vice Chair and Trustee Thomas “Rudy” Wright for his service on the Board, as presented.
 Motion moved by Megan Harrison and motion seconded by Tanner Peacock.
 Vote for: Fosdyck, Goff, Harrison, Kelley, Litke, Peacock, Ward, Stevens
- b. Statewide General Education Review (Presenters: Dr. Jenna Sheffield)
 [Statewide General Education Review Memorandum.docx](#)
 [2026-2027 General Education Template \(After State Preliminary Review\).pdf](#)
 [Institution Certification 2026.docx](#)
Motion: The Board of Trustees approves the general education courses for Academic Year 2026-2027, as presented.
 Motion moved by Lori Kelley and motion seconded by Megan Harrison.
 Vote for: Fosdyck, Goff, Harrison, Kelley, Litke, Peacock, Ward, Stevens
- c. Program Closure: Medical Coder/Biller (Presenters: Dr. Jenna Sheffield)
 [Program Closure Medical Coder/Biller Memorandum.docx](#)
Motion: The Board of Trustees approves the closure of the Medical Coder/Biller College Credit Certificate (CCC).
 Motion moved by Lyndsi Stevens and motion seconded by Jon Ward.
 Vote for: Fosdyck, Goff, Harrison, Kelley, Litke, Peacock, Ward, Stevens
- d. NWFSC Foundation - Nancy Reynolds Scholarship Endowment (Presenters: Chris Stowers)
 [New Foundation Endowment Memorandum.docx](#)
 [New Foundation Endowment Support Materials.pdf](#)
Motion: The Board of Trustees approves the creation of the Nancy Reynolds Scholarship Endowment, as presented.
 Motion moved by Megan Harrison and motion seconded by Lori Kelley
 Vote for: Fosdyck, Goff, Harrison, Kelley, Litke, Peacock, Ward, Stevens

- e. Solicitations Listing (Presenters: Gina Doeble)

 [Solicitations Progress Listing Memorandum.docx](#)

 [Solicitations Listing August 2025.xlsx](#)

Motion: The Board of Trustees approves award to Contractor Enterprises Inc., as presented, and approves the College to post the appropriate solicitations for a CDEC operator, pressure washing, water features repair, facilities master plan, and construction management services qualifications.

Motion moved by Don Litke and motion seconded by Lori Kelley.

Vote for: Fosdyck, Goff, Harrison, Kelley, Litke, Peacock, Ward, Stevens

- f. Purchases Exceeding \$325,000 (Presenters: Gina Doeble)

 [Purchases Exceeding \\$325,000 Memorandum.docx](#)

 [Purchases Exceeding \\$325,000 .xlsx](#)

Motion: The Board of Trustees approves the listed purchases of more than \$325,000, as presented.

Motion moved by Megan Harrison and motion seconded by Lyndsi Stevens.

Vote for: Fosdyck, Goff, Harrison, Kelley, Litke, Peacock, Ward, Stevens

- g. Financial Report (Presenters: Gina Doeble)

 [Financial Report Memorandum.docx](#)

 [FY26 July Financial Board Reports.pdf](#)

Motion: The Board of Trustees approves Table 1, the amended College 2025-2026 Budget, as presented.

Motion moved by Lori Kelley and motion seconded by Lyndsi Stevens.

Vote for: Fosdyck, Goff, Harrison, Kelley, Litke, Peacock, Ward, Stevens

3. Informational/Discussion Items

 [Information Items Section Cover Page.pdf](#)

- a. Proposed City of Niceville Water Well Easement (Presenters: David Deitch, Niceville City Manager)

 [Proposed City of Niceville Water Well Easement Purchase Memorandum.docx](#)

 [Draft Water Well Easement to City of Niceville.docx](#)

 [City of Niceville Letter Requesting Easement.pdf](#)

 [City of Niceville Proposed Easement Survey.pdf](#)

 [City of Niceville Proposed New Potable Water Well Plan.pdf](#)

 [Well Easement Site Appraisal Report.pdf](#)

- b. Proposed Application Fee (Presenters: Gina Doeble)

 [Proposed Application Fee Memorandum.docx](#)

 [Proposed Application Fee - FCS Table of Fees.docx](#)

- c. Foundation Board - Trustee Liaison Report (Presenters: Chris Stowers)

 [Trustee Liaison Report Memorandum.docx](#)

 [Trustee Liaison Report Supporting Materials.pdf](#)

- d. Standing Information Items (Presenters: Cristie Kedroski, Gina Doeble, Whitney Rutherford)

 [Standing Information Items Memorandum.docx](#)

 [Grants Development Listing August 2025.pdf](#)

 [Legal Claims Listing August 2025.pdf](#)

 [Purchases over \\$65,000.xlsx](#)

- e. Chair's Comments (Presenters: Rhea Goff)

- f. President's Report (Presenters: Mel Ponder)

4. Announcements

 [Announcements August 19, 2025.docx](#)

F. Adjourn – 5:04 p.m.