

CHPA BOARD MEETING MINUTES
DHPH Conference Room, Cafeteria and Live Streamed
Saturday, May 14, 2022 - 8:30 A.M.

Meeting Date: Saturday, May 14, 2022

Recorded by: Lorrie Marquez

AN=Action Needed; AT=Action Taken; D=Discussion; I=Information Only; CR=Committee Referral

Present: Stephen Varela, Natasha Leslie, James Salazar, Angela Giron

Absent: John Lopez

Ex-Officio Members Present: Lisa Kogovsek

Others Present: Dr. Durán, President/CEO; Lorrie Marquez, Executive Assistant; Karen Ortiz, Chief Academic Officer; Shannon Behling, Chief HR Officer; Loretta Cruz, IT Director; Lynette Hudiburgh, Research & Student Assessment Analyst; Kim Sanchez, DHPH Principal; Theresa Martinez, DHPH Counselor; Tim Farmer, Miller Farmer Law; Sandy Gutierrez, Juan Espinosa,

This regular CHPA Board of Directors' meeting was called to order at 8:31a.m. in the DHPH Conference Room by the CHPA Board Vice President, Stephen Varela.

Roll Call of CHPA Board Members constituted a quorum.

An executive session will be conducted to discuss personnel matters in pursuant to C.R.S. 24-6-402-4(f).

Executive Session 8:32a.m. AT James Salazar moved to enter into Executive Session for discussion of personnel matters pursuant to CRS 24-6-402-4(f) and seconded by Natasha Leslie, with a unanimous roll call vote by all members. No discussion. Motion carried.
Tim Farmer, Dr. Durán and Lorrie Marquez were asked to stay for the executive session. Dr. Durán excused himself from the session at 8:50a.m.

Exit Executive Session 9:17a.m. AT James Salazar moved to exit Executive Session, seconded by Natasha Leslie with a unanimous roll call vote, no discussion. Motion carried.

Open Session began at 10:00a.m. I Vice President, Stephen Varela welcomed everyone in attendance and led the Pledge of Allegiance.

Public Forum [Reference BP 1070 Public Participation at Board Meetings]

Items Not on the Agenda –

Members wishing to present such items shall submit a written request at the beginning of the meeting to the Recorder that summarizes the item and provides his or her name and organizational affiliation, if any. No action may be taken on such items. Persons submitting a written request to address the Board will be heard in the order in which the Recorder received their written request. Assuming concurrence by public speakers, the Board President has the prerogative to reorder public comments. Speakers shall address the Board with decorum and not defame any Board members, faculty or staff and are limited to 3 minutes to address the Board. Board members will not respond to speakers and may follow up at their discretion.

Items on the Agenda –

Members of the public may also submit written communications to the Board on items on the agenda and/or speak to agenda items at the Board meeting. Written communication regarding items on the Board's agenda should reach the office of the President/Chief Executive Officer (CEO) not later than 48 hours prior to the meeting at which the matter concerned is to be before the Board. All such written communications shall be dated and signed by the author, and shall contain the residence or business address of the author and the author's organizational affiliation, if any.

- I The Public Form statement was read aloud by the President/CEO's Executive Assistant.

NAME	AFFILIATION	ITEM ADDRESSED
Ret. Judge Dennis Maes	Community Leader	Board Policy 1160 Board Officer Selection

Modifications/Approval of Agenda*

a. President/CEO may suggest corrections or modifications to the agenda

- I Dr. Durán requested to allow Tim Farmer to provide a legislative update and to add acceptance of Dr. Derek Lopez, CSU-Pueblo Ex-Officio Member's resignation.
- AT **James Salazar motioned to approve the amended agenda to include the acceptance of Dr. Derek Lopez' resignation and to allow Tim Farmer to provide a legislative update, seconded by Angela Giron, with a unanimous vote and no discussion. Motion carried.**

Tim Farmer Presentation

- I Mr. Farmer provided a handout, he reported that the legislative session has ended; PPR will be increased by 6.1%; Charter Capitol Construction funding will increase to \$42 million; SPED funding will see an additional \$80 million. He also reported on new laws that will affect charter schools. A presentation regarding employee bargaining will be provided at a future board meeting.

Swearing of Ex-Officio Board Member

- AT **Cheryl Gomez, PCC Representative was sworn into office by Vice President Stephen Varela.**

Committee Reports:

a. Finance Committee – Chair: James Salazar, Chair

- I Mr. Salazar reported the \$5 million BEST Grant matching fund were received April 15th and are at UMB Bank; Nunn Construction was selected as the contractor for the building. The BEST Grant Board has required that the new school building be attached to the high school, renovation to DHPH is part of the grant. A three-month expense emergency fund to be placed in a holding account will be considered at a future meeting of the Policy Committee. The CCA Building Corporation approved the BEST Grant Resolution including the construction company, architect and owner's representative. Dr. Durán added that the Business Office is conducting a search for a new auditor, outsourcing payroll and security vendor.

b. Policy Committee – Chair: Natasha Leslie, Chair

- I Ms. Leslie reviewed the BP's and AP's that are recommended to the board for approval.

Review Items:

- I President/CEO and Faculty reports were provided to Board members in the meeting packet. Mrs. Kogovsek was in attendance, she informed the Board that four DPHH students received awards at the City High School Art Show.
- I Chery Gomez reported that Einstein Bros Bagels will open a location at the PCC Campus; the PCC medical classes will be moved to St. Mary Corwin Hospital for fall, Cosmetology will move back to the campus.
- I It was reported that the DPHH Graduation Ceremony is scheduled for 6:00p.m., Thursday, May 19th at Memorial Hall; nine students will graduate with their Associates Degree.

Approval Items:

CSU-Pueblo Ex-Officio Board Member

- AT James Salazar motioned to accept the resignation of Dr. Derek Lopez, Ex-Officio CSU-Pueblo Board Representative, seconded by Natasha Leslie with a unanimous vote, no discussion. Motion carried.**

Acceptance of the BEST Grant Contract – Resolution

- Construction Contractor, Nunn Construction
- Architectural Firm, CRD Architects
- Owners Representative, Wember, Inc.
- Formalizing policy for reserve funds process **ADDED TO THE MOTION**

- AT James Salazar motioned to accept the BEST Grant Contract Resolution and to have the Policy Committee formalize the reserve funds process, seconded by Natasha Leslie, Dr. Durán explained that TABOR requires that we have reserves, it is a “best practice” to have reserves, it has not been formalized into a policy, currently we have \$2 million in reserves; with a unanimous vote, no further discussion. Motion carried.**

- I Angela Giron asked if the Policy Committee will consider to rescinding BP 1320 Board Travel & Meeting Expenses/Stipend and BP 1020 Board Duties and Responsibilities to allow stake holder to have input into the policies as was promised at the April 2022 Board meeting. Dr. Durán suggested policies follow the vetting process in September when the new Faculty Representatives are installed. Lisa Kogovsek commented that she was part of the vetting process, the staff would like to see the Bylaws changed back to prior to the December 2021 change and to remove BP 1320 Board Travel & Meeting Expenses/Stipend and BP 1020 Board Duties and Responsibilities sooner than September to rebuild the staff’s trust in the Board. A June 2022 Policy Committee Meeting will be scheduled to review the policies.

AP 2260 Response to Opioid Overdose AT

- Natasha Leslie motioned to approve AP 2260 Response to Opioid Overdose, seconded by James Salazar with a unanimous vote, no discussion. Motion carried.**

- BP and AP 4210 Travel** AT **James Salazar motioned to approve BP and AP 4210 Travel, seconded by Natasha Leslie with a unanimous vote, no discussion. Motion carried.**
- BP and AP 4100 Purchasing/Finance** AT **James Salazar motioned to approve BP and AP 4100 Purchasing/Finance, seconded by Natasha Leslie with a unanimous vote, no discussion. Motion carried.**
- BP and AP 4110 Contracts** AT **James Salazar motioned to approve BP and AP 4110 Contracts, second by Natasha Leslie with a unanimous vote, no discussion. Motion carried.**
- BP and AP 5010 Paid Time Off (PTO)** AT **Natasha Leslie motioned to approve BP and AP 5010 Paid Time Off (PTO), seconded by James Salazar with a unanimous vote, no discussion. Motion carried.**
- BP and AP 5310 Paid Sick Leave** AT **Natasha Leslie motioned to approve BP and AP 5310 Paid Sick Leave, seconded by James Salazar with a unanimous vote, no discussion. Motion carried.**
- 2022-23 Board Meeting Dates** AT **James Salazar motioned to approve the 2022-23 Board Meeting Dates, seconded by Natasha Leslie with a unanimous vote, no discussion. Motion carried.**
- Approve of Bills and Payroll for March, 2022**
AT **James Salazar motioned to approve the March 2022 Bills and Payroll, seconded by Natasha Leslie, with a unanimous vote, no discussion. Motion carried.**
- 3rd Quarter Financials** AT **James Salazar motioned to accept the 3rd Quarter Financials, seconded by Natasha Leslie, with a unanimous vote, no discussion. Motion carried.**
- Budget 2022-23** AT **James Salazar motioned to approve the 2022-23 Budget, seconded by Natasha Leslie, with a unanimous vote, no discussion. Motion carried.**
- Consent Agenda Items:**
1. **Approve Board Meeting Minutes for April 7 & April 12, 2022**
 2. **Personnel Report – Shannon Behling**
- AT **James Salazar motioned by approve the consent agenda, seconded by Natasha Leslie, with a unanimous vote, no discussion. Motion carried.**
- Board Discussion of CCA Building Corporation Bylaws**
I **Stephen Varela commented the he would like the Board to create an Ad Hoc Committee to review the CCA Building Corporation bylaws. Dr. Durán explained that CHPA cannot own property, the CCA Building Corporation leases the buildings to CHPA, the Building Corporation Board plans to review their bylaws, update their name and seek federal grant opportunities.**

AT Angela Giron motioned to create an Ad Hoc Committee to review the CCA Building Corporation Bylaws and report to the CHPA Board, seconded by James Salazar with a unanimous vote, Angela Giron volunteered to chair the committee, Stephen Varela will serve as committee co-chair, James Salazar will also serve, with no further discussion. Motion carried.

Future Agenda Items

I No items were reported.

11:31a.m. Adjournment

AT Angela Giron moved to adjourn the meeting, seconded by James Salazar; with a unanimous vote and no discussion. Motion carried.

Prepared by:


Lorrie J. Marquez, Executive Assistant

Date:

6/14/22

Verified by:


Natasha Leslie, CHPA Board Secretary
(Signed by Board President in absence of Secretary)

Date:

6/20/22

