

**College of Eastern Idaho  
Board of Trustees**

**June 10, 2020**

College of Eastern Idaho Campus, John E Christofferson, Building 3, Room 306,  
Idaho Falls, Idaho, and remotely via Zoom

A Regular Meeting of the Board of Trustees of the College of Eastern Idaho was held on June 10, 2020 at the College of Eastern Idaho campus in Idaho Falls, Idaho and via Zoom. Chairman Park Price presided.

**Present:**

Park Price, Chairman  
Stephanie Mickelsen, Vice Chairman  
Carrie Scheid, Treasurer  
Cal Ozaki  
Craig Miller

**Guests:**

Rick Aman, CEI President  
Lori Barber, CEI Vice President of Academics and Student Affairs  
Sean Coletti, CEI Attorney  
Dave Facer, CEI Foundation Executive Director  
Michelle Holt, Executive Director of CEI WTCE  
Amanda Logan, CEI Executive Liaison  
Byron Miles, CEI Vice President of Finance and Administration  
Dustin Nielson, CEI Budget Director  
Ann Marie Peters, Director of CEI Strategic Partnerships  
Lee Stimpson, Director of CEI Institutional Effectiveness  
Krisi Staten, Board Chair, CEI Foundation Board of Directors  
Mary Taylor, CEI Human Resources Executive Director

The meeting was called to order at 6:05pm by Chairman Price.

APPROVAL OF AMENDED AGENDA

**M/S Mickelsen/Ozaki to approve the agenda. Motion passes unanimously.**

## APPROVAL OF MINUTES

Minutes from the previous meeting held on May 13, 2020 were presented to the Board. Trustee Scheid had two minor edit to the minutes.

**M/S Mickelsen/Miller to approve the minutes with the requested changes** *Motion passes unanimously*

## PUBLIC COMMENT

There was no public comment.

## APPROVAL OF MONTHLY FINANCIALS

Trustee Scheid reviewed the financial reports with the Board. She reviewed the balance sheet through the end of April, noting that it represented three-quarters of the year. Scheid noted revenues are largely in for the year, aside from the second half of the county taxes and a little bit of fees. Scheid commented that although Workforce is projecting to end FY20 with a slight deficit, they have done very well, given that they had to end all community education in mid-March, and therefore lose their revenue, because of the COVID-19 situation.

There was also a discussion about a contribution to the College's reserves fund.

**M/S Ozaki/Mickelsen to approve the monthly CEI financials as they were presented** *Motion passes unanimously*

## APPROVAL OF PURCHASES

Miles and Aman explained that the College is seeking approval to sole source a purchase of manikins so that all of the College's manikins are the same type/brand as those.

**M/S Mickelsen/Ozaki to declare Gaumard as the sole source for the purchase of the manikins that CEI is seeking is purchase and to approve the manikin purchase from Gaumard in the total amount of \$113,717.00** *Motions pass unanimously by roll call*

Miles explained that the College is seeking approval to spend funding to replace a hydraulic sheer as the current one is decades old and is on its last leg. Miles noted that this was a FY 2021 line item in the budget, which has been funded by the state, and came to the Board because it has already gone out to bid and HMI was the lowest qualifying bidder.

**M/S Mickelsen/Miller to award the bid for the hydraulic sheer to HMI, as the lowest qualifying bidder, for the total amount of \$56,734.00, plus shipping from .T. & Company. Inc. for \$2,250.00** *Motion passes unanimously by roll call vote*

Coletti and Miles explained that this potential purchase for Dell computers for the computer labs did not go out to bid because it is a State contract with a qualifying vendor

**M/S Mickelsen/Miller to approve the purchase of computers for the computer labs from Dell, in the amount of \$65,478.56, as part of a cooperative purchasing agreement with the State of Idaho** *Motion passes unanimously by roll call vote*

Holt explained that the College is seeking approval to use FY 2020 funds, in addition to a FEMA grant, to purchase a Live Fire Trailer for Fire Service Technology. The majority of the cost of the trailer will be covered by the grant from FEMA.

**M/S Mickelsen/Miller to approve the expenditure of funds not to exceed \$97,000 from FY 2020 Fire Service Technology dedicated CTE & Hazardous Material funds, for the purpose of providing matching funds for the awarded FEMA Assistance to Firefighter's Grant for the possible purchase of a Mobile Live Fire Training Simulator** *Motion passes unanimously by roll call vote*

#### REVIEW OF FY 2021 BUDGET

There was no discussion as the work session, which was open to the public, immediately preceding the Trustee Meeting dealt with the FY 2021 budget.

#### CAMPUS REPORT

Aman introduced Dave Facer, the new Executive Director of the CEI Foundation, who then provided his background to the Trustees.

Director Stimpson provided the Trustees with an overview of enrollment in various categories, this spring, summer, and fall (year-to-date) term compared to last spring, summer, and fall terms, noting that enrollment levels have increased. There was a discussion around lower than desired and declines in enrolment in two counties where CEI has outreach centers established, whereas there has been good growth in other counties. Stimpson also went over completions, graduations and placements, by various categories.

Stimpson also briefly updated the Trustees on the College's accreditation with the Northwest Commission on Colleges and Universities.

Director Peters provided an update on the College's proposals for: 1) Virtual Campus, 2) Future Tech, and 3) State economic recovery/development funding for a Regional Skilled Labor Facility/Welding Expansion.

Vice President Barber provided the Trustees with an overview of the College's plans for socially distanced instruction this fall, online (roughly two-thirds) and in-person (one-third), including a hybrid of the two. There was a discussion of what the College has learned about teaching and providing student services online since COVID-19 struck the area. There was also a discussion about whether there should be a requirement for students and employees to wear face coverings and undergo temperature checks in order to enter CEI buildings.

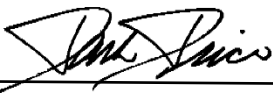
COMMITTEE REPORTS

Ozaki noted that the Foundation has canceled all of its events for the year due to the COVID-19 situation, which presents a big challenge for fundraising.

Miller reported that K-12 is continuing to try to sort through COVID-19 issues, budget impacts, and plans for the fall, including online curriculum development and in-person scheduling for one-third of students in the building at a time.

Chairman Price noted that he is proud of the College's increased offerings and the way it has reacted to the COVID-19 situation.

Seeing no other business, the meeting was adjourned at 7:49pm by Chairman Price.

  
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Park Price, Chairman

7/8/2020  
\_\_\_\_\_  
Date