Luzerne County Community College Board of Trustees Board Meeting Tuesday, August 25, 2020 6:00 PM Name:

Date:

Time:

Location: Luzerne County Community College, Educational Conference Center, Nanticoke PA

Zoom Link

AGENDA ITEM	NOTES	ACTION TAKEN/FOLLOW UP
		ACTION NEEDED
Pledge of Allegiance	Meeting opened with the Pledge of Allegiance.	
1. Roll Call	Present: Joan M. Blewitt, Ph.D.; James Dennis (via zoom); Lynn M. Distasio, Board Chair; Holly A. Evanoski; Bernard W. Graham, Ph.D., Secretary (via zoom); Paul Halesey; Erin K. Keating, ED.D. (via zoom); Catherine R. O'Donnell, Esq.; August J. Piazza; Daniel C. Rodgers (via zoom); David James Usavage; Susan E. Unvarsky, Vice Chair; Brian Stahl, Esq., College Solicitor. <u>Excused</u> : George Brown, Joseph Lettiere	
	Lynn Distasio, Board Chair, thanked those in attendance and, noted these are unprecedented circumstances, this is the first in-person public Board meeting since the beginning of the pandemic and noted several trustees participated remotely. We are very respectful for everyone's personal circumstances and have taken an abundance of precautions to keep everyone protected. An Executive Session was held prior to the start of the Board meeting to	
	discuss personnel and litigation issues.	
2. Approval of June 23, 2020, Board Minutes	2. Lynn Distasio, Board Chair, recommended approval of the June 23, 2020, Board minutes.	2. Approved. Motion made by David James Usavage; seconded by Anthony Seiwell.
		Vote was all "yes". Motion carried.

AGENDA ITEM	NOTES	ACTION TAKEN/FOLLOW UP ACTION NEEDED
3. Approval of August 25, 2020 Board Agenda	3. Recommendation to approve the August 25 2020 Board agenda as presented.	3. Approved. Motion made by Holly Evanoski; seconded by Susan E. Unvarsky, Vice Chair. Vote was all "yes". Motion carried.
4. Report of Officers and Agents		
Agents President's Report Image: state of the st	Thomas P. Leary, President, Luzerne County Community College (LCCC) reported the College will hold its first Virtual Professional Development Day program for our faculty, staff and administration Thursday, August 27 th , 2020. We at Luzerne County Community College looks forward to welcoming our new and returning students for the start of the Fall semester which begins Monday, August 31, 2020. For those individuals contemplating their future College plans, Luzerne County Community College will offer a late semester start date of September 14th, that will feature a select number of General Education courses that will transfer seamlessly to any 4-year college or university. All faculty, staff and students will follow the College's Reentry Plan procedure which requires the wearing of facial masks on campus. A video message to LCCC community and prospective students was presented by President Leary. <u>https://youtu.be/b4Ut0uKO5eY</u> Vice President Sue Spry addressed the Board of Trustees to speak about a program Luzerne County Community College has been offering for 11 years, a program called Employment Retraining Opportunities Program. Vice President Spry stated the program was statewide initiative Luzerne County Community College adopted during the 2009 recession to assist those whose employment was affected by the national economic downturn.	4. No action required.
	The Employment Retraining Opportunities Program enables dislocated workers and unemployed individuals access education and training. At	

	LCCC we chose to offer individuals who are collecting unemployment a tuition offset for any credit-based course work the individual felt would help advance getting their job back, upskill to a better job or total change of career path. Since its inception, the program has served 642 individuals, providing a total of \$542,375 in tuition offset, and the College has had an approximate 50% retention rate with students in the program.	
	To address the high rate of unemployment due to the coronavirus pandemic, the economic downturn has left a number of individuals unsure if they will be able to return to their previous positions. Vice President Spry noted the unemployment tidal wave has hit those who posses less formal education particularly hard. Individuals who do not possess some type of post-secondary credential or degree find it daunting to work their way back into well-paying jobs.	
	In a recent survey conducted by Strada Education Network, two-thirds of working Americans state that they are worried about losing their jobs, and the majority of those individuals feel more training or education would help them weather the storm and improve their outcomes if they do lose their jobs.	
	From a labor standpoint, employers seek job candidates that possess skills and competencies that can be packaged into a credential and this is central to what we provide at Luzerne County Community College. The ERO program has played a role in providing hope and strengthening a person's confidence and optimism about their future	
	Through the generosity of the Luzerne County Community College Board of Trustees, the College has been supported in continuing to offer this program for all these years.	
 AllOne Recovery Education Institute 	Rosana Reyes, Vice President of Enrollment Management and Student Affairs reported through the generosity of the AllOne Foundation, we established the AllOne Recovery Institute. AERI has three main goals, sustain the recovery of students with substance abuse disorder by	

providing intense cohesive recovery, and wraparound support services; expand the number of certified recovery specialists in our region, and expand the LCCC Certified Recovery Specialist degree to the 13 counties in PA with AllOne Foundation.	
When the program began last Fall 2019, our goal was to have 47 students in our first year and we have exceeded that goal.	
At this time, Vice President Reyes introduced the Ms. Antoinette Sacco.	
Antoinette Sacco, Director of AllOne Recovery Educational Institute, noted she is a person in long term recovery who has not had a reason to use a drink or a drug since August 25 th , 1992.	
Director Sacco noted before her hire, several forward-thinking Faculty and Administrators believed that Luzerne County Community College could become a source of education and support for students in recovery and created a pathway to become the first Collegiate Recovery community college Campus in Northeast Pennsylvania.	
The AllOne Foundation has provided the College with a generous grant to establish The All One Recovery Institute, also known as AREI, under the division of Enrollment Management and Student Affairs. Through AREI, the College provides financial and wraparound support for students in recovery to return to school and begin to achieve their career goals. AREI students can enroll in any of the 100 plus academic components that Luzerne County Community College offers, in addition to the Certified Recovery Specialist Diploma Program, developed by Heather Jones and Bill Stauffer and a part of our Human Services degree. This degree provides a path for a student to become a state Certified Recovery Specialist.	
AREI offers CRS training to the substance abuse field and healthcare workforce staff. This training consists of 29 participants from The AllOne Foundation service counties.	
Students in recovery receive support services through the AREI grant	

while working with a Certified Recovery Specialist to help retain students in school and help navigate the enrollment and registration process. AREI offers individual and group recovery support, a safe place to meet and a system to help find outside resources such as housing, food, legal resources, and other financial assistance through the LCCC Single Stop program.
In its short period, AREI has made significant accomplishments and exceed several of the AllOne Foundation grant goals. The Institute enrollment goal for the year was 47. Today we have 109 AREI participants, a 204% increase. AREI students enrolled in many academic areas beyond Human Services, including Nursing program, welding, culinary arts, journalism, business majors, and social work. The CRS workforce training goal was to be 25 in the first year. AREI has 29 substance abuse field, and healthcare workforce staff trainees enrolled in the CRS training.
Twenty-six students have either completed the Human Service Addiction Recovery Diploma certification diploma program or enrolled for fall 2020. Of those 26 AREI participants, seven students are moving forward with obtaining an associate's degree in Human Services. Our sustained recovery grant goal was 75%. 98% of AREI students have sustained their recovery to date.
COVID-19 has devastated our country, counties, families, employers, educational institutes, and the recovery community. Ongoing individual recovery requires community support. In the wake of COVID-19 recovery support meetings shut down and access to the necessary community support stop. The unavailability of these meetings resulted in an increase in relapse among the recovery community and overdose rate.
From November 2019 until February of 2020, the episodes that required Naloxone treatments, an overdose reversal medication, shows that it was dispensed monthly in PA on an average 382 times a month. The rise began in March 2020, during the COVID 19 shutdown.

Information on the Pennsylvania Opioid-Related Data site shows that there was an increase to 413 cases in Pennsylvania. Over the next two months, those numbers continued to increase to 551 doses administered.	
In the wake of these numbers, Luzerne County Community College AllOne Recovery Educational Institute grew. In December of 2019, we began with 26 AREI identified students. Those numbers continued to grow through COVID 19, reaching 109 AREI students as of this date.	
AREI has provided over \$19,680.83 in tuition and book assistance during Academic Year 2019-20. LCCC is proud of the Institute's success.	
Ms. Sacco introduced Ashlynn Heller, graduate of the LCCC Human Service Addiction Recovery program and returning student in the Human Services associate degree program.	
Ms. Heller addressed the Board and spoke of her experience. She noted not everyone realizes what individuals like her go through. She enrolled and successfully completed the Certified Recovery Specialist diploma program. Ms. Heller sat for her Board's last summer and became a Certified Addiction Recovery Specialist.	
Ms. Heller noted how she was worried about the cost of continuing her education, with the AERI program she did not have to worry about that. Ms. Heller stated that she has the opportunity to promote the program and educate those in recovery that they can go to school and realize there are opportunities here at LCCC and noted this was an amazing experience.	
Board Chair Distasio thanked everyone for their presentations this evening. To Ms. Heller, Board Chair Distasio stated the presentation provided was amazing and clarifies as a College why we are all here. The LCCC Board of Trustees are proud of your achievements and that we are happy to be part of this journey for you and you as a student are able to move forward and utilize the services that we have. We are thankful to the AllOne Foundation for the opportunity to bring these programs	

	forward. Tonight, we have had the ability to understand where Luzerne county Community College is, and how we are working to push through the hard times whether it be COVID, socio-economic changes, and diversity changes.
	Board Chair Distasio stated she is proud to be a part of the Community College and extended her appreciation to President Leary for his leadership, thank the faculty and staff and thanks to the students for taking the opportunity to be a part of our College and let us give the opportunity back to our community.
	Vice President of Finance, Cheryl Baur extended her thanks to both Antoinette Sacco and Ashlynn Heller and noted this gives us purpose for doing what we do every day.
<u>Treasurer's Report</u>	Vice President presented the Treasurer's Report, stating as of June 30, 2020, the College was very close to their tuition projections. The College projected 15,558 and actuals through 15,429. In reference to the Service and Technology Fees are not collected for Early College and are reflected in the report. The interest income for the CD is \$560,000 as of June 30, 2020. Fringe benefits are estimated, the actual is not available at this time. Salaries are underbudget by \$1.5 million. All College expenses are underbudget. Current Funds: Bookstore revenue was under because of COVID; and Food Service revenue was under primarily because of COVID. Variance are located on pages 1 through 5.
	Susan E. Unvarsky, Vice Chair, noted that this was a phenomenal outcome in a incredibly difficult year given that COVID affecting the College for 25% of the fiscal year. To be this close on the estimate and to be able to manage expenses down at a better rate than what we have been able to predict revenue is incredible. Great job to Vice President Baur, President Leary and the entire Leadership Team.
Foundation Report	Rebecca Brominski, Executive Director of Institutional Advancement, stated she had the distinct pleasure of organizing the ribbon cutting ceremony for the AERI. I was so proud that day and even more proud

today of what the students and staff have accomplished. we had no idea	
of how successful this would be.	
As we are about to start the Fall 2020 semester, and through the	
generosity of the donors and community sponsors, the Foundation Office was able to award 400 students with \$370,000 in scholarships to	
assist in their achievement of their academic goals.	
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Each year at this time the Foundation begins their annual fundraising	
campaign to support the annual scholarship dinner. This year the	
annual scholarship dinner will be a virtual celebration held on October 21, 2020 at 6 p.m The virtual scholarship program will highlight our	
students, donors, sponsors, and community who support our student	
and programs.	
On behalf of our students, thank you to those trustees and community	
sponsors who have already made their gift. Thank you to Trustee Catherine O'Donnell for her leadership in helping us raise funds and	
identify and cultivate new donors. These gifts and the generosity of	
others will enable the Foundation to assist hundreds of students each	
year with scholarships, textbooks, and transportation.	
In addition to the Student Support initiative, the Peter J. Lello Student	
Food Bank is ready to welcome students to the Fall 2020 semester. The	
Student Food Bank offers day and evening hours and access upon	
request. Due to the generosity of our donors and community support,	
the Foundation can help our students with food insecurity and hunger.	
Trustee Catherine O'Donnell stated this is a wonderful opportunity, as a	
trustee, to participate and support the Ignite the Future 2020 Virtual	
Scholarship Celebration by purchasing a ticket in support of the	
Foundation.	

5. Report of the Executive	Susan E. Unvarsky, Board Vice Chair, presented the following Executive	
Committee	Committee report.	
5A. Ratification of Restroom Renovations, Buildings 4 and 5	5A. Recommend Luzerne County Community College Board of Trustees ratify and reaffirm approval of bid award for Buildings 4 and 5 Restroom Renovations to the lowest responsible bidders: Champion Builders, Inc., general construction, in the amount of \$158,500; and L.H. Reed and Sons, Inc., plumbing construction, in the amount of \$54,946. A 5% project contingency (\$10,672.30), and hemmler + camayd architects will be compensated in line with our agreement for miscellaneous services in the amount of \$19,027.64 for a total project cost of \$243,145.94.	5A. Approved. Motion made to ratify and reaffirm Board poll vote by Joan M. Blewitt, Ph.D.; seconded by Paul Halesey. Vote was all "yes". Motion carried.
6. Report of the Academic Committee	6. Bernard W. Graham, Ph.D., Chair, LCCC Academic Committee, thanked the committee and staff members for 100% attendance and a full agenda and lively agenda.	
7. Report of the Finance Committee	7. Susan E. Unvarsky, Chair, LCCC Finance Committee, noted there were no action items to report.	
8. Report of the Human Resources Committee	8. Paul Halesey, Chair, LCCC Human Resources Committee, noted there were no action items to report.	
9. Report of the Legislative Committee	9. Catherine R. O'Donnell, Esq., Chair, LCCC Legislative Committee, noted there were no action items to report.	
10. Nomination Committee Report	10. Erin K. Keating, Chair, LCCC Nomination Committee presented the following report.	
10.A. 2020-2021 Slate of Officers	 10. The Nomination Committee recommends the Luzerne County Community College Board of Trustees approve the slate of officers for fiscal year 2020-2021. Board Chair: Lynn Distasio; Vice Chair: Susan E. Unvarsky; and Secretary: Dr. Bernard Graham. 	10. Approved. Motion made by Lynn Distasio, Board Chair; seconded by August Piazza. Vote was all "yes." Motion carried.

presented. A motion to close nomination was made by David James Usavage and seconded by August Piazza. In reference to information on Appointments, Attachment 3. Trustee August Piazza inquired as to the process for hiring positions at the College. President Leary reviewed the hiring procedure established by Luzerne County Community College.	
No comments.	
Informational Items	
1.N/A	1. No action required.
2. N/A	2. No action required.
3. Information on appointments and leave reports are included with the Board agenda.	3. No action required.
4. All communications were included in the Board packets.	4. No action required.
5. Board Chair Lynn Distasio asked for a motion to adjourn.	5. Motion made August Piazza; seconded by Joan M. Blewitt, Ph.D. Vote was all "yes". Motion carried.
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