



Klamath Community College Board of Education
7390 South Sixth Street * Klamath Falls, Oregon 97603

Regular Meeting – Tuesday, June 24, 2025 6:00 PM

MINUTES

I. CALL TO ORDER

Dave Jensen called the regular meeting of the Klamath Community College Board of Education to order at 6:00 p.m.

Members Present: Misty Buckley; Raymond Holliday; Kate Marquez; Dave Jensen; Linda Dill; Richard Harrington; and Kenneth DeCrans. A quorum was confirmed.

Members Absent: None.

Staff Present: Dr. Roberto Gutierrez, President; Jamie Jennings, Vice President; Gail Schull, Vice President; Denise Reid, Vice President; Joshua Guest, Executive Director; Gerry O'Brien, staff; and Shannon Childs, Secretary to the Board.

Guests: Kathleen Walker-Henderson.

II. SHOWCASE

None.

III. CONSENT AGENDA

- A. Board Minutes (Regular Meeting May 27, 2025)
- B. Personnel Action
- C. Administrative Reports
- D. Appropriated Objects (Financials)
- E. Enrollment Dashboard

Chair Jensen explained that at the last meeting, there was a quorum of the Board. All votes passed under the quorum rule; however, after review, the proxy votes were not official. To have an opportunity to make those proxy votes official, the Board will revote on the two agenda items that previously included proxy votes.

Motion: To approve resolution 206-24-25.

Motion by: Richard Harrington

Second by: Misty Buckley

Discussion: None.

Public Comment: None.

Action: Misty Buckley, yay; Raymond Holliday, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Kenneth DeCrans, yay; Dave Jensen, yay.

Motion passed. Unanimous approval

Motion: To approve the match for the Cosmetology Center project and authorize continued work with partners, architects, and contractors for the construction and completion of the project, pending legislative funding approval.

Motion by: Richard Harrington

Second by: Raymond Holliday

Discussion: None.

Public Comment: None.

Action: Misty Buckley, yay; Raymond Holliday, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Kenneth DeCrans, yay; Dave Jensen, yay.

Motion passed. Unanimous approval.

Ms. Childs shared that Kathleen Walker-Henderson will be changed from staff to guest.

Motion: To accept the consent agenda with changes.

Motion by: Richard Harrington

Second by: Misty Buckley

Discussion: None.

Public Comment: None.

Action: Misty Buckley, yay; Raymond Holliday, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Kenneth DeCrans, yay; Dave Jensen, yay.

Motion passed. Unanimous approval.

IV. ADOPTION OF AGENDA

Motion: To adopt the agenda.

Motion by: Richard Harrington

Second by: Kenneth DeCrans

Discussion: None.

Public Comment: None.

Action: Misty Buckley, yay; Raymond Holliday, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Kenneth DeCrans, yay; Dave Jensen, yay.

Motion passed. Unanimous approval.

V. PRESIDENT REPORT

- a. Dr. Gutierrez shared that the College is in the final phase with the architects for the Childcare Learning Center, and then the College can go out for a request for proposal. Following, there will be a committee, for which the Board Chair will be invited to be involved. Trustee Harrington requested a copy of the architectural designs.
- b. There was record attendance at Commencement this year. It was a nice event and a highlight of the year.
- c. ASKCC President Jacob Gonzalez was given thanks for his service to the Board and presented with his photo.

VI. ASKCC STUDENT REPORT

- a. AKCC President Gonzales thanked the Board for their continued support. He enjoyed serving the student body as the president. He shared his thoughts and expressed his appreciation.
- b. Thanks were given to the grants department for the six pallets of food to restock the food pantry.
- c. Interviews for next year's ASKCC cohort are currently underway.
- d. Dr. Gutierrez expressed his appreciation of Jacob's presentation to the Ways and Means.

VII. STATE REPORT

- a. All incumbents of the KCC Board got re-elected.

- b. Gerry O'Brien was asked to give a legislative report. Mr. O'Brien shared that at the Legislative session, Senate Bill 5505 was completed by the House Ways and Means Subcommittee on Capital Improvements and, hopefully, will be further approved this afternoon. The Cosmetology remediation program request of \$4M was approved and will go on to the House for approval, then to the Senate, and then to the Governor.
- c. Trustee Marquez shared that the cap amount on Capital Projects was raised from \$8M to \$12M dollars.
- d. June 26th is the final Oregon Community College Association (OCCA) lunch and learn, if anyone is interested. It will be by Karen Smith regarding public meeting law and public service.
- e. The OCCA Annual Conference is November 5th thru 7th in Hood River.
- f. Pell grants are still not finalized. There will be changes in the rules that are still in progress.

VIII. FOUNDATION REPORT

- a. Executive Director Guest shared that the Foundation Board has received a \$7K light system from Sky Lakes that will be part of the Surgical Tech lab.
- b. All incumbents of the Foundation Board have been re-elected

IX. INFORMATIONAL AND ACTION ITEMS

- A. Resolution No. 207-24-25 Adopting and Appropriating a Supplemental Budget for Fiscal Year 2024-2025 – **Action Item**

VP Reid reviewed the supplemental budget as provided.

Trustee Marquez inquired about the grants. VP Reid highlighted that the National Science Foundation grant documents have not come through. It was for \$1M over several years. The College is hoping to see some of the funding in future years.

The funding of \$134K for the Forrest Service Wildland Fire was not received. Trustee Buckley inquired about the activities and whether they will still occur. VP shared that the activities around the National Science Foundation did not get started. The Wildland Fire work curriculum is continuing through the general fund.

Dr. Gutierrez shared that the College received official grant approval letters from the federal government on these grants. KCC does not put this in the budget without them. He has never seen funding not come through after having received approval letters.

VP Reid added that this supplemental was closing the 24-25 fiscal year.

Motion: To approve the supplemental budget for fiscal year 24-25.

Motion by: Raymond Holliday

Second by: Richard Harrington

Discussion: It was clarified that the fiscal year ends June 30th.

Public Comment: None.

Action: Misty Buckley, yay; Raymond Holliday, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Kenneth DeCrans, yay; Dave Jensen, yay.

Motion passed. Unanimous approval.

X. RECESS REGULAR MEETING

XI. EXECUTIVE SESSION (Pursuant to ORS 192.660(2)(a)(d)(e)(i))

The Board recessed at 6:25 pm,

Executive session convened at 6:28pm.

An executive session was called under; ORS 192.660(2)(a), which allows the Board to consider the employment of a public officer, employee, staff member or individual agent; ORS 192.660(2)(d), which allows the Board to conduct deliberations with persons designated by the governing body to carry on labor negotiations; ORS 192.660 (2)(e) which allows the Board to conduct deliberations with persons designated by the governing body to negotiate real property transactions; and ORS 192.660(2)(i), which allows the Board to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

Misty Buckley, Raymond Holliday, Kate Marquez, Dave Jensen, Linda Dill, Richard Harrington, Kenneth DeCrans, Dr. Roberto Gutierrez, Joshua Guest, Denise Reid, and Shannon Childs were present for the executive session.

There was an update on labor negotiations.

There was an update regarding the Cosmetology property.

There was an update regarding college personnel.

There was a report on the employment-related performance of the College President.

XII. RECONVENE REGULAR MEETING

The meeting was called out of executive session at 8:22 pm, and the regular meeting reconvened.

B. Cosmetology Center Funding Approval – Action Item

VP Reid presented the PowerPoint as provided in the packet with information on the budget, funding, and the request. The details of funding were highlighted.

Dr. Gutierrez shared that he would hope to have the letter from the Higher Education Coordinating Commission in August once it passed the legislature.

Motion: To proceed with the College upfronting the \$4M state funding match for the Cosmetology Center Building, contingent on a letter from the Higher Education Coordinating Commission showing funding being reimbursed in 2027, pending the June Legislative funding approval.

Motion by: Kenneth DeCrans

Second by: Misty Buckley

Discussion: None.

Public Comment: None.

Action: Misty Buckley, yay; Raymond Holliday, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Kenneth DeCrans, yay; Dave Jensen, yay.

Motion passed. Unanimous approval.

C. Annual Evaluation of Klamath Community College President – **Action Item**

Trustee Buckley inquired about Dr. Gutierrez's schedule for raises. Dr. Gutierrez shared that he declines his merit increase that is written into his contract. Chair Jensen shared that the President does receive the cost of living. The Board would like Dr. Gutierrez to consider taking the merit increase in the future.

Trustee Harrington shared appreciation for Dr. Gutierrez for putting the College first; he felt it was generous and commendable. It is a calling, not an occupation.

Trustee Marquez shared that she valued Dr. Gutierrez's longevity at the College and how that creates opportunity. Trustee Marquez shared that she is concerned about any future retirement and that Dr. Gutierrez would give good notice so that the College can be prepared. He is a stellar President, and he is relied upon heavily.

Dr. Gutierrez expressed that there are no current plans to retire. He has fallen in love with the community and the people. If he chose to retire, he would give a long advance notice.

Motion: To accept the evaluation as written.

Motion by: Richard Harrington

Second by: Kenneth DeCrans

Discussion: Trustee Buckley asked when the last time was that the Board did a Presidential salary assessment in the case that Dr. Gutierrez did retire. Dr. Gutierrez shared that student success is more important than his salary. When the time comes, the Board will have to do a review. Chair Jensen shared that he would do a review.

Public Comment: None.

Action: Misty Buckley, yay; Raymond Holliday, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Kenneth DeCrans, yay; Dave Jensen, yay.

Motion passed. Unanimous approval.

XIII. BOARD DISCUSSION AND PUBLIC PARTICIPATION

A. Board Discussion

- i. Board Comment
 - None.
- ii. Public Comment
 - None.

XIV. FUTURE ISSUES

- None.

XV. NEXT MEETING

- A. Scheduled Board of Education Meeting: July 22, 2025, Founders Hall Boardroom

XVI. ADJOURN

Chair Jensen adjourned the meeting at 8:44 pm.

Respectfully submitted by:

Shannon Childs

Klamath Community College

Board of Education Secretary