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

Regular Meeting – Tuesday, September 23, 2025 6:00 PM

MINUTES

I. CALL TO ORDER

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

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

Members Absent: Raymond Holliday, excused.

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

Guests: None.

Chair DeCrans read the Mission Statement: Klamath Community College provides accessible, quality education and services in response to the diverse needs of the student, business, and community. The College supports student success in workforce training, academic transfer, foundational skills development, and community education.

II. SHOWCASE

None.

III. CONSENT AGENDA

A. Board Minutes (Regular Meeting July 22, 2025 and Retreat August 22, 2025)
B. Personnel Action
C. Administrative Reports
D. Appropriated Objects (Financials)
E. Enrollment Dashboard

Motion: To accept the consent agenda.
Motion by: Richard Harrington
Second by: Dave Jensen
Discussion: None.
Public Comment: None.
Action: Misty Buckley, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Dave Jensen, yay; Kenneth DeCrans, yay.
Motion passed. Unanimous approval.

IV. ADOPTION OF AGENDA

Motion: To adopt the agenda.

Motion by: Richard Harrington
Second by: Misty Buckley
Discussion: Chair DeCrans asked to move the public comment to before the executive session due to a public comment request.
Motion: To amend the agenda as stated.
Motion by: Richard Harrington
Second by: Misty Buckley
Public Comment: None.
Action: Misty Buckley, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Dave Jensen, yay; Kenneth DeCrans, yay.
Motion passed. Unanimous approval.

V. PRESIDENT REPORT

a. Dr. Gutierrez shared that he had a meeting with Representative Reschke regarding air service to the community. Reschke is on the Transportation Committee, and there are conversations on how to leverage having air service in Klamath Falls. Dr. Gutierrez has a meeting coming up with the Director of the Higher Education Coordinating Commission (HECC). Grant possibilities will be reviewed.
b. Dr. Gutierrez gave updates on the Childcare Learning Center. Today was the last day for contractor submittal. There are seven days for appeal. There is a completed design from the architect for the building.
c. The architect for Cosmetology is being looked at and will be coming forward.
d. It was shared that the green spaces from the map at the retreat are labs.
e. 65.4% of KCC students are getting Pell. It used to be a higher number; KCC is headed in the right direction. The student impact changes may be brought to a future Board meeting. The silver lining is that workforce is now eligible for Pell. Trustee Marquez shared that the amount is being decreased somewhat; however, the cost to attend KCC is still lower.

VI. ASKCC STUDENT REPORT

a. An ASKCC President is being onboarded and will join the next meeting.

VII. STATE REPORT

a. Trustee Marquez shared that the Oregon Community College Association Conference is November 5-7 at Hood River Inn. Ms. Childs can help with planning
b. The Life Changers Luncheon is on October 10th at noon in Building 7.
c. The state revenue forecasters are projecting a $373M (or larger) shortfall due to federal tax changes.
d. Oregon community colleges are facing financial problems, leading to big cuts in programs. As an example, the substantial cuts at SOU were shared. It was asked what this would mean for KCC with articulation agreements relevant to this, and if there are KCC opportunities. SOU will have to phase out programs. What is also affecting KCC is that SOU is no longer doing international. KCC will have to prepare for any issues in connection with articulation agreements. A discussion was held on programs and possibilities.

VIII. FOUNDATION REPORT

a. VP Massie shared that there have been two meetings, a planning retreat and a regular meeting. Donations to programs were reviewed for the surgical tech program, the apprenticeship program, and the automotive/diesel program.
b. Foundation Board member evaluations are being completed.

c. The donor development plan is being implemented. The donor software has been put in place and is functioning.
d. The Life Changers Luncheon invitations will be sent out soon.
e. In the spring of 2026, there is a plan for an alumni event.
f. The policy committee is making a recommendation on bylaws, policies, and procedures.
g. Marcus Henderson has resigned from the Foundation Board. VP Massie gave thanks for his years and contributions to the Foundation.
h. It was decided that the 5% administrative fee for all scholarship donations will now go entirely to operations.
i. Levi Clery has been accepted as a new Foundation Board Member.
j. As of June 30, 2025, the Foundation is managing $1.2M in funding. $135K was awarded in various awards. Today, the Howard Johnson Memorial fund raised $18K in the second annual golf tournament. The board finance committee manages the endowment.
k. Most of the endowment funds are either at Edward Jones or the Oregon Community Foundation.
l. Chair DeCrans shared that the appointment to the Foundation Board had not been made yet this year. He shared that he would be stepping away. Trustee Jensen showed interest in being a Board member of the Foundation. There is space for two if anyone is interested. No other interest was shared.

IX. INFORMATIONAL AND ACTION ITEMS

A. January 27, 2026 Board Meeting Date Change – **Action Item**

Dr. Gutierrez shared that accreditors come to KCC every 7 years. There is a chair. The Chair and the President of the college go to Seattle to report and discuss the accreditation visit. Dr. Gutierrez was part of this in January. He presented the KCC plan, and it was approved.

Dr. Gutierrez has been asked to chair an accredidation visit to a college in Washington state. The commission set the dates for this visit. Dr. Gutierrez will need to present as chair, which conflicts with the January 27th Board meeting.

This will be the first time Dr. Gutierrez has requested a Board meeting change.

Motion: To approve moving the January 27, 2026 meeting to January 20, 2026
Motion by: Dave Jensen
Second by: Richard Harrington
Discussion: None.
Public Comment: None.
Action: Misty Buckley, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Dave Jensen, yay; Kenneth DeCrans, yay.
Motion passed. Unanimous approval.

B. Approval of Contract for General Contractor for the Well Drilling Storage Building **– Action Item**

Dr. Gutierrez shared that this is over the $150K contract amount that he can approve. VP Reid shared that detailed plans have been created and are on the website. This is considered a storage facility. This has gone through a request for proposal. The rig that is being covered is a $1M well-drilling rig. Trustee Harrington inquired about a set of plans, as that is what he saw with the Childcare Learning Center.

There was a conversation on what vehicles are around building 10 and how they are stored. It was reviewed what vehicles are inside or outside the building and the available space.
Motion: To table the vote on this until the next regular meeting.
Motion by: Richard Harrington
Second by: Linda Dill
Discussion: None.
Action: Misty Buckley, nay; Kate Marquez, nay; Kenneth DeCrans, nay; Linda Dill, yay; Richard Harrington, yay; Dave Jensen, nay.
Motion failed.

VP Reid shared that there were three bids from local contractors.

Trustee Buckley inquired if an exterior building had always been in the plans. VP Reid shared that it has been in the budget for 2 years. It is accessible for classes, loading, and unloading. Trustee Buckley shared that although it may be parked outside, she feels better about having it inside in a secure building. Trustee Jensen inquired if the well-drilling rig could fit in the fire building. Trustee Harrington added that he felt it should be in the fire hall until the building is built. Dr. Gutierrez asked VP Jennings for her thoughts. VP Jennings shared that the doors were not built high enough, and the well-drilling rig would not fit in the building.

The Facilities Director will be running the project along with VP Reid.

Trustee Dill had concerns about the difference in bidding. Chair DeCrans shared that Kinsman did work on Building 10, and they came in lower due to specializing in that type of building.

VP Reid shared that the design was completed by ZCS prior. The 2-week bid process was completed. The Oregon procurement process was followed for public contracting.

Motion: To proceed with the acceptance of the bid that has been identified.
Motion by: Misty Buckley
Second by: Dave Jensen
Discussion: None.
Public Comment: None.
Chair DeCrans read the language on the green sheet: To approve the contract signing between Klamath Community College and Kinsman Construction as the general contractor for the well-drilling storage building.
Action: Misty Buckley, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, nay; Dave Jensen, yay; Kenneth DeCrans, yay.
Motion passed.

Dr. Gutierrez acknowledged that next time, more information will be provided before the Board meeting. A copy of the information will be emailed to the Board.

Further discussion was moved to executive session.

C. President's Goals **– Action Item**

Dr. Gutierrez's goals were distributed in the packet.

Motion: To approve the presented 2025-2026 President's Goals.
Motion by: Dave Jensen

Second by: Richard Harrington
Discussion: None.
Public Comment: None.
Action: Misty Buckley, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Dave Jensen, yay; Kenneth DeCrans, yay.
Motion passed. Unanimous approval.

XIII.A.ii.

Carly Gilder addressed the Board as the newly elected President of the newly formed Klamath Community College Association of Classified Employees (KCC ACE). KCC ACE is currently in bargaining and there are some things not going as quickly as hoped, but there is progress being made. KCC ACE's vision for the bargaining sessions is student success requires a supporting staff. Ms. Gilder welcomed and encouraged any questions from the Board members and shared that she is open and available for coffee if there are any questions about how this is all perceived. Ms. Gilder shared that the Board could reach out to her individually; her contact information is on the public information. Just in case there are any questions on the perspective on what ACE is doing on their portion. Ms. Gilder thanked the Board for their time.

The Board recessed at 7:04 pm,

The Board reconvened at 7:09 pm.

Chair DeCrans shared the need to make an amendment to the original motion.

Amended Motion: To approve Dr. Gutierrez to sign the contract.
Motion by: Misty Buckley
Second by: Dave Jensen
Discussion: None.
Public Comment: None.
Action: Misty Buckley, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, nay; Dave Jensen, yay; Kenneth DeCrans, yay.
Motion passed.

X. RECESS REGULAR MEETING
XI. EXECUTIVE SESSION (Pursuant to ORS 192.660(2)(a)(d)(i))

Executive session convened at 7:12 pm.

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; 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, Kate Marquez, Dave Jensen, Linda Dill, Richard Harrington, Kenneth DeCrans, Dr. Roberto Gutierrez, Denise Reid, and Shannon Childs were present for the executive session.

There was an update on labor negotiations.

XII. RECONVENE REGULAR MEETING

The meeting was called out of executive session at 7:40 pm, and the regular meeting reconvened.

XIII. BOARD DISCUSSION AND PUBLIC PARTICIPATION

A. Board Discussion

i. Board Comment

- Chair DeCrans would like it listed on the agenda that all public comments are limited to 3 minutes per person. There was a discussion on the expectation of how to respond to public comments. The Board asked if legal counsel could be consulted on whether or not the Board can discuss any items that were not on the agenda.

XIV. FUTURE ISSUES

- Trustee Buckley invited the Board and anyone interested to the Klamath Water Users event.

XV. NEXT MEETING

A. Scheduled Board of Education Meeting: October 28, 2025, Founders Hall Boardroom

XVI. ADJOURN

Chair DeCrans adjourned the meeting at 7:45 pm.
Respectfully submitted by:
Shannon Childs
Klamath Community College
Board of Education Secretary