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

Regular Meeting – Tuesday, June 23, 2026 6:00 PM

MINUTES

I. CALL TO ORDER

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

Members Present: Raymond Holliday; Misty Buckley; Kate Marquez; Dave Jensen; Rejeana Jackson; 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; Lucas Ritter, Vice President; Joshua Guest, Executive Director; Shannon Childs, Secretary to the Board; Tammie Retherford, staff; and Gerry O'Brien, staff.

Guests: Kathleen Walker-Henderson (zoom).

II. SHOWCASE

Dr. Gutierrez invited VP Jennings to introduce the showcase speaker. VP Jennings introduced Tammie Retherford, Director of Learning Support Services. Director Retherford presented a PowerPoint on TRiO Support Services. The PowerPoint highlighted information on a TRiO roadmap, TRiO definition, who is served in the department, TRiO vs. non-TRiO summer 2025 course success, the 25-26 outcome dashboard, completion/graduation/next steps, and scholarships and financial mobility. TRiO experiences and a TRiO student story were shared.

Trustee Marquez inquired if TRiO moved to the labor department; how is it going? Director Retherford shared that so far, TRiO is fully funded. Government-wide, TRiO has had a lot of support; however, KCC and its leadership are very proactive in training for TRiO.

Trustee Marquez inquired about the number of students on the waiting list; is this a matter of funding? Director Retherford shared that this is a federal funding issue due to federal funding being flat-lined. KCC has to reapply as is with current funding. Every time a student is declined, they provide support into other programs that could help, such as the first-generation grant.

Dr. Gutierrez shared that there is a lot of support because data indicates strong student success. The college does supplement a percentage of the TRiO budget.

Upon inquiry, Director Retherford shared that TRiO is not an acronym.

III. CONSENT AGENDA

A. Board Minutes (Regular Meeting May 26, 2026)
B. Personnel Action
C. Administrative Reports
D. Appropriated Objects (Financials)
E. Enrollment Dashboard

Ms. Childs shared that Joshua Guest's name will be added to the list of attendees of the executive session at the May 26th meeting.

Motion: To adopt the consent agenda with change.
Motion by: Dave Jensen
Second by: Rejeana Jackson
Discussion: None.
Public Comment: None.
Action: Raymond Holliday, yay; Misty Buckley, yay; Kate Marquez, yay; Dave Jensen, yay; Rejeana Jackson, yay; Kenneth DeCrans, yay.
Motion passed. Unanimous approval.

IV. ADOPTION OF AGENDA

Motion: To adopt the agenda as presented.
Motion by: Dave Jensen
Second by: Misty Buckley
Discussion: None.
Public Comment: None.
Action: Raymond Holliday, yay; Misty Buckley, yay; Kate Marquez, yay; Dave Jensen, yay; Rejeana Jackson, yay; Kenneth DeCrans, yay.
Motion passed. Unanimous approval.

V. PRESIDENT REPORT

a. The June Newsletter was shared with the Board.
b. Dr. Gutierrez shared that KCC is in the middle of the quarter. Commencement was held. The GED/K-CET graduation has been held. The HEP graduation is next week. There were retirements of VP Jennings, Stanley Pence, Pete Brandsness, and Marilyn Culp. There was a gathering held for VP Jennings' retirement. Two of the three faculty who attended were acknowledged at Commencement.
c. The construction of the Childcare Learning Center is moving right along.
d. The permits for the Cosmetology building have moved forward, and equipment should be moving in next week.
e. There is another celebration; Dr. Gutierrez got news today. He read what was shared by the Oregon State Board of Nursing. A press release will go out soon. KCC had 100% of its students pass. Chair DeCrans asked VP Jennings to thank and recognize Dorothy Neufeld.
f. Dr. Gutierrez acknowledged VP Jennings for her time. Dr. Allred's information was shared with the Board.

VI. ASKCC STUDENT REPORT

No report.

VII. STATE REPORT

a. Trustee Marquez shared that it might be good to keep an eye on the Department of Labor with the many changes. Dr. Gutierrez added that KCC continued to receive Federal grants, which is good news. When inquired about, it was shared that KCC does well because they keep politics out of the College.

b. June 28th, there will be a Short-Term Pell and Next Steps OCCA lunch and learn. Trustee Marquez encouraged Board members to look at the website for other lunch and learns. Dr. Gutierrez shared that there is a KCC group at a state meeting looking at all the changes coming up. That group will be bringing more information back to the College.
c. Trustee Jensen asked anyone who has not already done so to fill out the OCCA questionnaire.

VIII. FOUNDATION REPORT

a. VP Ritter shared that new members were elected at the May 28th meeting. Officer changes were shared. Dr. Keith Brown is now the vice-chair, and Rob Duarte is the treasurer.
b. The Foundation had a presence at the KCC graduation, where 98 people signed up for alumni, and at the K-CET graduation, where 27 people signed up for alumni.
c. $65K in scholarships has been awarded for the summer and fall terms. Winter and spring applications open on September 1 and will run for a month.
d. Capital campaign gatherings were held on May 29th. Future events of the Capital Campaign Committee are being worked on.
e. The Foundation is working on a business leader engagement for September.
f. KCC was awarded 363K from Cascade Comprehensive Health for the Childcare Learning Center. Trustee Marquez asked for an update on where KCC was in donations for the CLC. Dr. Gutierrez shared with Cascade Comprehensive Health that the naming of the building can be done with a $1M donation.

IX. PUBLIC PARTICIPATION

A. Public Participation (Public comment 3 minutes per person)
- None.

X. INFORMATIONAL AND ACTION ITEMS

A. Program Suspension – Certified Nursing Assistant – **Action Item**

Dr. Gutierrez introduced VP Jennings to present. VP Jennings reviewed a PowerPoint with the Board that included information on program viability, student course success rates, enrollment trends, cost margin analysis, and labor market information.

VP Jennings shared that Certified Nursing Assistant (CAN) is a 2-term program and there are currently no students. The faculty in the program resigned. There are no other layoffs or teach-outs.

Motion: The Certified Nursing Assistant Program be suspended.
Motion by: Misty Buckley
Second by: Raymond Holliday
Discussion: None.
Public Comment: None.
Action: Raymond Holliday, yay; Misty Buckley, yay; Kate Marquez, yay; Dave Jensen, yay; Rejeana Jackson, yay; Kenneth DeCrans, yay.
Motion passed. Unanimous approval.

B. Board Policy 3522 **– Second Reading - Action Item**

Dr. Gutierrez reviewed BP 3522 as provided. Once approved, an administrative procedure will be developed.

Motion: To accept Board Policy 3522.
Motion by: Dave Jensen
Second by: Raymond Holliday
Public Comment: None.
Action: Raymond Holliday, yay; Misty Buckley, yay; Kate Marquez, yay; Dave Jensen, yay; Rejeana Jackson, yay; Kenneth DeCrans, yay.
Motion passed. Unanimous approval.

C. Resolution No. 211-25-26 Adopting and Appropriating a Supplemental Budget for Fiscal Year 2025-2026 – **Action Item**

VP Reid reviewed the supplemental budget as provided. Chair DeCrans inquired about the CCL Navigator and Bookstore, if anything was being transferred out. VP Reid shared that there is no admin on the CCL Navigator, so there is not a transfer-out line there. The bookstore had more money into revenue because the sales did not offset the cost.

Motion: To accept the supplemental budget.
Motion by: Raymond Holliday
Second by: Dave Jensen
Discussion: None.
Public Comment: None.
Action: Raymond Holliday, yay; Misty Buckley, yay; Kate Marquez, yay; Dave Jensen, yay; Rejeana Jackson, yay; Kenneth DeCrans, yay.
Motion passed. Unanimous approval.

Chair DeCrans recessed the meeting at 7:00 pm

XI. RECESS REGULAR MEETING
XII. EXECUTIVE SESSION (Pursuant to ORS 192.660(2)(d)(h))

Executive session convened at 7:11 pm.

An executive session was called under 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 and open hearing.

Raymond Holliday, Misty Buckley, Kate Marquez, Kenneth DeCrans, Rejeana Jackson, Dr. Roberto Gutierrez, Denise Reid, and Shannon Childs were present for the executive session.

There was an update to the possible litigation.

VP Reid left the meeting.

The Board reviewed and evaluated the campus President.

XIII. RECONVENE REGULAR MEETING

Chair DeCrans reconvened the meeting at 8:53 pm.

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

Motion: To accept the annual performance evaluation of Dr. Gutierrez.
Motion by: Misty Buckley
Second by: Raymond Holliday
Discussion: None.
Public Comment: None.
Action: Raymond Holliday, yay; Misty Buckley, yay; Kate Marquez, yay; Dave Jensen, yay; Rejeana Jackson, yay; Kenneth DeCrans, yay.
Motion passed. Unanimous approval.

Dr. Gutierrez verbally shared that even though it is in his contract, he will not accept a merit increase.

XIV. BOARD DISCUSSION AND PUBLIC PARTICIPATION

A. Board Discussion

i. Board Comment

- Trustee Buckley commented on the proposed Office of Management Personnel Budget (OMB) changes, the federal code of regulations that runs all grants and contracts. It was suggested to consider having a presentation on it. This may be added to the retreat. Dr. Gutierrez shared it could be set up, possibly at the retreat. Trustee Buckley asked to look at the date before the public comment date passes. Dr. Gutierrez shared he would look into it.
- Trustee Holliday inquired about the emails he is receiving from OSBA. It was shared that OSBA just asked for an updated information list of the Board. This time of year, they typically send out quite a few emails.

XV. FUTURE ISSUES

- The July Board packet and adopted budget were given to the Board.

XVI. NEXT MEETING

A. Scheduled Board of Education Meetings: July 1, 2026, Founders Hall Boardroom
B. Scheduled Board of Education Meeting: September 22, 2026, Founders Hall Boardroom

XVII. ADJOURN

Chair DeCrans adjourned the meeting at 9:00 pm.
Respectfully submitted by:
Shannon Childs
Klamath Community College
Board of Education Secretary