

UWF ERCCD Advisory Board Meeting

December 7, 2023, 2:00 – 3:00p.m.

Building 99, Room 140

Meeting Minutes

Call to Order

Chair Jones called the UWF ERCCD Advisory Board meeting to order at 2:01 PM CST on December 7, 2023 in Building 99 Room 140.

Chair Jones informed the Board and any guests that this is an open meeting and that any member of the public who wished to speak should complete the Request for Public Comment Form, on the table by the sign in sheet, and return it to the Chair.

Roll Call/determination of quorum

Craig Jones, called the roll for the Board:

Present:

Chair Jones called the roll:

Chair, Dr. Craig Jones

Dr. Giang-Nguyen Nguyen

Dr. Cynthia Smith-Peters

Kate Durden

Candice Lane

Nicole Grinnan

Claudia Moncada

Elena Carlisle

Ryan Nolan

Absent:

Cyndy Watson

Dr. Erin King

Dr. Tim Morse

Dr. Alexis Janosik

Quorum:

Quorum was met.

Craig Jones called roll for the ERCCD Administration:

Present:

Kaley Devito

Larshielle Banks

Kathy Clark

Dr. Gregory Tomso

Absent:

Guests/Members of the Public:

There were not members of the public present.

Chair's Remarks and Introductions

Chair Jones thanked everyone for their attendance and participation in the UWF ERCCD Advisory Board meeting.

Chair moved for the approval of the minutes phase of the meeting.

Approval of Prior Minutes

Chair noted that they have all had an opportunity to review the minutes from the July 2023 meeting and asked for a motion to approve the minutes from the July 2023 ERCCD Advisory Board meeting.

Motioned by: Ryan Nolan

Seconded by: Candice Lane

No discussion.

Minutes were approved.

Informational Items

Chair Jones noted that there were four informational items on the meeting agenda.

1. **Staffing Update.** Ms. Kaley DeVito made this presentation to the UWF ERCCD Advisory Board. She provided the Advisory Board with an update on the Center's staffing.
2. **Enrollment Update.** Ms. Kaley DeVito made this presentation to the UWF ERCCD Advisory Board. She provided the Advisory Board with an update on the Center's enrollment.
3. **Grant Update.** Ms. Kaley DeVito made this presentation. She provided the Advisory Board with a summary of the CCAMPIS Grant, OEL Grants.
4. **Financial Summary Update.** Ms. Kathy Clark made this presentation. She provided the Advisory Board with an update on the Center's finances.

Chair Craig Jones informed the Advisory Board that all of the informational items had been presented and they moved on to the discussion items.

Discussion Items

Chair Craig Jones informed the AB that there was one discussion item to review.

1. **Advisory Board Meeting Times:** Kaley DeVito started the discussion on thoughts and concerns on moving the Spring board meeting to June or July to provide a better overview of the Centers annual financials.

AB provided feedback to ERCCD Leadership/Administration.

Once topic saturation was met, Chair Jones and Kaley DeVito ended the discussion.

Once the discussion items were complete the meeting moved to the public comment phase.

Opportunity for Public Comment

No public comment was made.

Future Meeting Topics

Chair Craig Jones noted that there were not any potential discussion topics for future ERCCD AB meetings (Spring/Summer 2023) at the time.

Chair Jones, moved the meeting toward final announcements and good of the order.

Other Business/Announcements/Good of the Order

Craig Jones asked the Advisory Board if there were any additional business, announcements, or issues for the good of the order.

There were no additional items.

Adjournment

Chair Craig Jones noted that with no other business to come before the UWF ERCCD Advisory Board, he adjourned the meeting at 3:09 P.M. on December 7, 2023.

END