



IVCCD Board of Directors Meeting & Fall Retreat
Wednesday, November 13, 2024 at 4:00 PM
Ellsworth Community College, Agricultural & Renewable Energy
Center, Room 110, 705 Ellsworth Avenue, Iowa Falls, 50126

Meeting Details: <https://iavalley.zoom.us/j/91329454546>
Phone: 312-626-6799
Meeting ID: 913 2945 4546

3:00 - 4:00 p.m. - Tea hosted by the Iowa Valley Education Association at the Ag & Renewable Energy Center and Tour of Equine Center.

MISSION STATEMENT - Iowa Valley Community College District is committed to providing quality learning experiences, ensuring student success, and partnering to address diverse community needs in an inclusive and respectful environment.

TENTATIVE AGENDA

1. Call to Order

1.1. Additions/Deletions to the Agenda

1.2. Approval of the Agenda

BOARD ACTION: _____

2. Correspondence and/or Visitors

- *Letters from Kiley Langley and Abbie Peterson*

2.1. Introduction of and Comments from Representatives to the Board

2.2. Public Comment

2.3. Recognitions

Presenter: Dr. Barb Klein

- *ECC held its Fall 2024 Phi Theta Kappa Induction Ceremony with 15 students being honored on October 29. Students are eligible to join Phi Theta Kappa with a cumulative grade point average (GPA) of 3.50 or higher and completion of 12 semester hours or more. PTK advisors Joerg Rochlitzer and Dr. Michael Le put together a wonderful celebration for our students and their families.*

- *During the week of October 7, ECC welcomed 17 students from Germany to visit our campus and learn more about agriculture in Iowa. Kevin Butt and Dwayne Faidley provided them a full itinerary with a visit to Honey Creek Dairy, the Edgewood Locker, and Landus Cooperative. They were part of a drone demonstration with HTS Ag and took a look at the Ag Leader technology, specifically Cart ACE. They visited the State Capital and Iowa State University before departing back to Germany. This trip was part of ECC's ongoing partnership with BA Saxony.*

2.4. Introduction of New Employees

None.

3. Strategic Presentation

Presenter: Shawna Forsyth

ECC Physical Education/Athletic Training Faculty Shawna Forsyth will share information about how she is engaging students both in and out of the classroom.

CONSENT AGENDA

4. President's Comments Regarding the Consent Agenda

Presenter: Dr. Anne Howsare Boyens

5. Consent Agenda Action Items

5.1. Approval of Minutes

The minutes of the October 9, 2024 board meeting and the Nov. 4, 2024 special board meeting are Attachment 5.1.

5.2. Personnel Report

Presenter: Gena Garber

The Personnel Report for the month of November is Attachment 5.2.

5.3. Approval of Bills as Audited by the Finance Committee

5.4. Review and Approval of Board Policies

None.

5.5. Acceptance of Gifts and Grants

Presenters: Dr. Matt Schmit , Jacque Goodman

- *DCW Cashing LLC has donated scholarship funds for DCW Casing employees and the community with an estimated value of \$500 to the Education and Training Center.*
- *Matha-Ellen Tye Foundation has given a donation of \$15,000 to the Marshalltown Community College to divided for the Arts Program, Learning Resources Center, Academic Affairs and Provost Office for the use of projects and Personal Development.*

- *Marshalltown Company has donated various equipment and parts to the MCC Trades Programing in the estimated amount of \$6,199.58.*

6. Consent Agenda Information Items

6.1. Meeting Reports

6.1.1. Ellsworth College Board of Trustees

Presenter: Dr. Anne Howsare Boyens and Dr. Barb Klein

An abstract of the minutes is Attachment 6.1.1.

6.1.2. IACCT & IACCP Meetings

Presenter: Board President Johnson and Dr. Anne Howsare Boyens

The Presidents will meet in December at the Community Colleges for Iowa Convention and Tradeshow, Dec. 3-5, 2024.

6.1.3. Upcoming Meetings and Events

- *Dec. 3-5, 2024 — Community Colleges for Iowa Convention & Trade Show in Des Moines.*
- *Dec. 11, 2024— Regular Board Meeting at 4 p.m. in Marshalltown.*
- *Jan. 8, 2024 — Regular Board Meeting at 4 p.m. in Marshalltown.*

6.2. Approval of Snow Removal Services

We have received estimates for snow removal services at the the Ellsworth Community College campuses and Iowa Valley Grinnell, Top Notch Tree Service for the Marshalltown Main Campus and the Education & Training Center at 206 East Church, and are requesting approval to contract with the following companies, who were the low bidders, to provide snow removal services for FY25

- *Ellsworth Community College North and South Campuses - Winters Septic Service, Iowa Falls*
- *Iowa Valley Grinnell - Hotchkin & Son, Inc., Grinnell*
- *Marshalltown Community College - Top Notch Tree Service Estimates are Attachment 6.4.*

6.3. Approval of Auditor Engagement Letter with TrustPoint

We are requesting confirmation of an agreement between Iowa Valley Community College District and TrustPoint to perform the annual audit in accordance with Iowa Code Section 11.6. Letter is attachment 6.5.

Approval of the Consent Agenda

BOARD ACTION: _____

REGULAR AGENDA

7. Action Items

7.1. Approval of IVCCD Voluntary Early Retirement Plan Applications

We are requesting approval of an IVCCD Voluntary Early Retirement Plan Application.

[Confidential Attachment - Voluntary Early Retirement Plan Application](#)

BOARD ACTION: _____

7.2. Approval to Set the Date for a Public Hearing on the Plans, Specifications, Form of contract and Estimated Cost for the IVCCD-MCC Science Labs Construction Project

Presenter: Dr. Matt Schmit

We are requesting the approval to set the date for a public hearing on the Plans, Specifications, Form of Contract, and Estimated Cost for the IVCCD-MCC Science Labs Construction Project for 4 p.m. Dec. 11, 2024 at the Iowa Valley Business & Community Solutions, Room 612/614, 3702 S. Center Street, Marshalltown, Iowa 50158. The Notice of Hearing is Attachment 7.2.

(ROLL CALL VOTE)

BOARD ACTION: _____

7.3. Approval of 260F Iowa Jobs Training Agreement with Pro Trade LLC, \$18,434

Presenter: Neysa Hartzler

We are requesting approval of a 260F Iowa Jobs Training Agreement with a new company called Pro Trade in Le Grand, Iowa. They currently have three employees. Pro Trade was started in May 2024 to fill a construction need for data centers. At this time, their employees are remodeling an office property for U.R. Energy Company. This includes building demolition, roofing, siding, plumbing, indoor remodeling, deck building, light electrical work, tree removal, and landscaping. This is the very first contract with them. They plan to add several positions to grow their business in the next year and plan to use their training funds for Miner Technician Training, Energy Training, and cryptocurrency technology training and regulation.

260F is the Iowa Jobs Training. The 260F program helps Iowa businesses train and upskill current employees. The program fosters the growth and competitiveness of Iowa businesses by ensuring that Iowa's workforce has the skills and expertise needed to compete worldwide. Training programs are customized to meet the specific productivity needs of each business. \$4.75 million is available annually statewide and matched by participating businesses.

BOARD ACTION: _____

7.4. Approval of 260F Iowa Jobs Training Agreement with Manatt’s Inc., \$20,608

Presenter: Neysa Hartzler

We are requesting approval of a 260F Iowa Jobs Training Agreement with Manatt’s in Brooklyn, Iowa. They currently have 749 permanent employees statewide, 192 full-time employees and 557 seasonal employees. The company started in 1947 as a trucking company. Soon Manatt’s shifted into the construction company and is now a heavy highway construction company building roads and bridges in Iowa. This is the 20th contract with them. They plan to use their funding for a second round of leadership development training with their frontline managers from the same instructor Iowa Valley used last year. 260F is the Iowa Jobs Training. The 260F program helps Iowa businesses train and upskill current employees. The program fosters the growth and competitiveness of Iowa businesses by ensuring that Iowa’s workforce has the skills and expertise needed to compete worldwide. Training programs are customized to meet the specific productivity needs of each business. \$4.75 million is available annually statewide and matched by participating businesses.

BOARD ACTION: _____

7.5. Approval of Marshalltown Community College Dam Repairs

The quote is for the removal of trees along both banks of the MCC dam using mechanical removal (trees and stumps completely removed). Trees removed will be chipped and wood chips piled on site. The dam will be repaired (holes filled in and granular bentonite applied where necessary to prevent seepage). The banks will be smoothed and site left in a seedable condition at completion of work. Estimated range in cost of \$35,000 to \$42,000.

BOARD ACTION: _____

7.6. Approval of Ellsworth Community College Bleachers Project

This quote is to remove and replace bleachers in the Martin Ellsworth Dittmer Gymnasium with Excel Seat Module Bleachers. The design will include seven permanent ADA notches with rails and self-storing hand rails. Dittmer Gymnasium hosts the ECC volleyball, basketball, and wrestling teams and will be able to seat 570 spectators. Total cost for materials delivered and installed is \$98,397.

BOARD ACTION: _____

8. Information Items

8.1. Monthly Financial Statements

Presenter: Gena Garber

The monthly financial statements are Attachment 8.1.

8.2. Board President's Report

Presenter: Board President Larry Johnson

8.3. Board Director's Reports

8.4. President's Reports

Presenter: Dr. Anne Howsare Boyens

8.5. Board Secretary's Report

Presenter: Board Secretary Abigail Pelzer

9. Adjournment of Regular Meeting

10. BOARD RETREAT AGENDA

10.1. Recess for Dinner

10.2. 2024 ACCT Leadership Congress Report

10.3. Approval of 2025-2030 Strategic Plan

10.4. Adjournment of Board Retreat

PLEASE CONTACT ABIGAIL PELZER AT 641-844-5522 IF THERE ARE ACCOMMODATIONS NEEDED IN ORDER FOR THE MEETING TO BE ACCESSIBLE FOR YOUR PARTICIPATION.