



# PALM BEACH STATE COLLEGE

## DISTRICT BOARD OF TRUSTEES

MINUTES • APRIL 16, 2024

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Regular Meeting

Lake Worth Campus-DBOT

4:00 PM

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Multi-Media Board Room, CE-129, 4200 Congress Avenue, Lake Worth, FL 33461

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*Palm Beach State College advances the economic and social growth of our community and global workforce through innovative, high-quality learning experiences that transform student's lives.*

### Attendance

#### Present:

Chair Patrice Bishop, Vice Chair Omar Soto, Trustee Melissa Friedman-Levine, Trustee Daniel Z. Epstein, Trustee Jon Harrison, Student Trustee Daniel Gil-Sanchez

### I. MEETING CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The regular meeting of the District Board of Trustees of Palm Beach State College was called to order at approximately 4:02 p.m. on Tuesday, April 16, 2024, by Chair Bishop. Chair Bishop welcomed participants to the meeting. The Chair asked Trustee Friedman-Levine to lead in the Pledge of Allegiance.

### II. COMMENTS AND RECOGNITIONS

- A. Student Comment: (Presenters: Miss Savannah McAfee, Team Captain, Women's Basketball Team)

Chair Bishop introduced Miss Savannah McAfee, Women's Basketball Team Captain. Miss McAfee shared her experience on the basketball team and as a student. Savannah recognized her coaches, Maureen Smith and Mike Yousefian for their guidance and support.

- B. Women's Basketball Team Recognition (Presenters: Dr. Peter Barbatis, Vice President, Student Services & Enrollment Management)

Chair Bishop asked Dr. Barbatis to the podium to introduce the Women's Basketball team. Team Captain Savannah McAfee introduced each player sharing a brief bio, team manager, and coaches. Dr. Barbatis then presented them with a plaque for winning the Region 8 Championship.

### III. AGENDA ADDITIONS/DELETIONS

NONE

### IV. APPROVAL OF BOARD MINUTES

- A. Approve the February 27, 2024 Regular Meeting Minutes
- B. Approve the March 22, 2024 Special Meeting Minutes

**Motion:**

Approve the February 27, 2024, Regular meeting and March 22, 2024, Special meeting minutes.

Motion moved by Trustee Melissa Friedman-Levine and motion seconded by Vice Chair Omar Soto.

**Approved**

**V. APPROVAL OF BOARD AGENDA**

- A. Abstentions by Board Members

**NONE**

- B. Public Comments

**NONE**

**Motion:** Approve the April 16, 2024 Board Agenda

Motion moved by Trustee Melissa Friedman-Levine and motion seconded by Vice Chair Omar Soto.

**Approved**

**VI. APPROVAL OF CONSENT AGENDA**

Trustee Harrison requested item 6.A.1 be removed from this month's meeting. The item will be added to the May 21, 2024, meeting. Chair Bishop called for a vote to approve the Consent Agenda with item 6.A.1 removed.

**Motion:** Approve the Consent Agenda with item 6.A.1 2024-2025 Palm Beach College Catalog removed.

Motion moved by Trustee Melissa Friedman-Levine and motion seconded by Trustee Jon Harrison.

**Approved**

- A. Academic Affairs / Academic Innovation and Strategy / Student Services

B. Finance and Administration

1. Approve the Amendment to the Interlocal Wastewater Service and Wastewater Facilities Cost Sharing Agreement

Staff Contact: Ms. Joan Rumsey, Assistant Director, Facilities

 [TRMTL Amendment Wastewater Agreement MT6076 VI.B.1.docx](#)

 [First Amendment to ILA 12.14. 2023 clg V.5.docx](#)

 [Administrative Cost.pdf](#)

 [E. Regional Sewer Calculator 2024 AJ.pdf](#)

 [Revised Table of Associated Capacity.pdf](#)

C. Information Services

**VII. APPROVAL ITEMS REMOVED FROM CONSENT AGENDA**

1. Approve the 2024-2025 Palm Beach State College Catalog

Trustee Harrison requested item 6.A.1 be removed from this month's meeting. The item will be added to the May 21, 2024 meeting.

 [6040-1004 Transmittal.doc](#)

 [6040-1004 .doc](#)

 [2023-24 PBSC 2024-25pbsc StudServSections redline.docx](#)

 [2024-2025 Palm Beach State College Catalog - DRAFT.docx](#)

 [2023-24 PBSC 2024-25PBSC redline LEGAL240320 032824-1.docx](#)

**VIII. TRUSTEES' COMMITTEE REPORTS**

Trustee Friedman-Levine shared the Foundation's Cornerstone Fundraising goal of \$100M has reached \$70M to date. She also shared the success of the STEAM event earlier in the day.

**IX. PRESIDENT'S REPORT**

A. Spring 2024 Enrollment Update

Dr. Peter Barbatis, Vice President, Student Services & Enrollment Management, shared an extensive overview of the spring enrollment. Dr. Barbatis disaggregated the data by FTE, modality, ethnicity, full-time/part-time, and gender. Dr. Barbatis shared the many enrollment campaigns currently utilized to grow enrollment. He provided preliminary summer

enrollment numbers and details on the Spring Commencement taking place on May 7, 2024. Chair Bishop asked if the dual enrollment increase was due to the advisors in high schools. Dr. Barbatis stated he believed the embedded advisors were the reason. Chair Bishop also asked if the retaining students were students on campus, and Dr. Barbatis agreed that was the case. Trustee Harrison questioned if there was data showing employment details on students in the different modalities. Dr. Barbatis acknowledged they didn't have this information. President Parker asked Dr. Barbatis and IRE to track this information and report back to the Board.

B. Legislative Session Wrap-up

Ms. Abby Ross, Executive Director, Community Engagement & Special Assistant to the President, provided a brief update on the appropriations for the Florida College System and for the College specifically. Ms. Ross mentioned the legislative approval of the State Group Health Insurance program that is pending and waiting for the Governor's signature, and updated the Board on some of the bills as it relates to higher education. Trustee Harrison asked for additional information on the College's legislative request be shared with Trustees.

 [4.16.24 DBOT Legislative Wrap Up \(1\).pdf](#)

C. Expansion of Engineering Program

Ms. Kim Lea, Dean, Workforce Education and Development, Dr. Roy M. Vargas, Dean, Academic Affairs, and Dr. Bob O'Dea, Associate Dean, Workforce Education shared an update on the expansion of the Engineer Technology program on the Boca Campus. They shared the vision of the Engineering Technology program, how it affects the larger picture in enrollment, and the needs of the employers who are hiring our students. Vice Chair Soto inquired about the level of positions the graduates are entering into these hiring companies. Dean Lea remarked that these students fill the gap between entry-level and engineers. Trustee Harrison inquired about the cadence of the employer engagement. Dean Lea provided details on how the workforce team handles the engagement. Trustee Epstein touched on the federal administration's authorized \$200M for registered apprenticeship programs and if PBSC has such programs. Dean Lea mentioned the College currently has two through the trade

industry in HVAC and electric. President Parker also mentioned that the College was just awarded \$1.7M from the Department of Labor to strengthen the Workforce programs, which will be utilized in the HVAC program and we were also awarded 4.5M Federal Grant for the expansion of the Electronic Vehicle program.

## X. INFORMATIONAL ITEMS

A. Academic Affairs / Academic Innovation and Strategy / Student Services

B. Finance and Administration

### 1. Financial Review and Analysis

Mr. James E. Duffie, Vice President, Finance and Administration, provided an overview of the budget and the third-quarter standings. Chair Bishop asked a clarifying question on non-revenue receipts. Mr. Duffie provided a brief explanation. Trustees had no further questions or concerns.

 [MT 5719-10.B.1.doc](#)

 [Budget.Analysis.March.31.2024.pdf](#)

### 2. Annual Financial Statement Audit for the Fiscal Year Ending June 30, 2023

Mr. James E. Duffie, Vice President, Finance and Administration, shared the findings of the Annual Financial Statement Audit, highlighting there were no audit findings. Trustees had no questions or concerns.

 [MT 6038-10.B.2.doc](#)

 [MT 6038-10.B.2.doc](#)

 [PBSC-AFRAudited2022-23.pdf](#)

### 3. District Facilities Master Projects List Dated April 1, 2024

Mr. Kirk Stetson, Manager, Facilities, Planning and Construction, provided an overview of this monthly report. Trustee Harrison inquired about plan B for the Lake Worth Library if the funds are not provided by the appropriations. President Parker responded with a brief history of the original request, the Governor's budget for this project, and the Senate and House funding \$1M less than the

Governor's budget. President Parker stated that the College is considering going back and requesting the extra \$1M, working with the Foundation to raise the funds, or finding the savings in other resources or donors. Mr. Stetson provided an approximate mid-June opening for 6th Avenue. Mr. Duffie stated the plaza would be ready, with the exception of the Cube, by July. Trustees had no further questions or concerns.

 [TRMTL Apr ConstStatus MT5908 X.B.3.doc](#)

 [NEW-MASTER-PROJECT-DBOT-STATUS 4-1-2024.pdf](#)

 [TRMTL Apr ConstStatus MT5908 X.B.4.doc](#)

C. Information Services

D. Human Resources

1. First Reading - Revision to DBOT Policy 5.08 Military Leave

Ms. Cheryl Hare, Director of Total Rewards, provided a First Reading on Amending Human Resources Policy 5.08 "Military Leave" to include rights, duration, notice and reporting under USERRA. Chair Bishop asked if veterans were reinstated where they left off upon return. Ms. Hare stated they picked up where they left off when they were called to service. Trustees had no further questions or concerns.

 [OnBoard Transmittal 10.D.1.pdf](#)

 [5.08 Military Leave First Reading v2.pdf](#)

 [Military Leave Presentation.pdf](#)

 [Military Leave.pptx](#)


## XI. ACTION ITEMS

A. Academic Affairs / Academic Innovation and Strategy / Student Services

B. Finance and Administration

1. Ratify the Contract with Andrea Construction, RTB 2024-02TR Engineering Technology Lab Remodel – Boca Raton Campus; \$392,983 through Project Completion

Ms. Jennifer Alvarez, Director of Procurement, and Mr. Kirk Stetson, Manager, Facilities Planning and Construction, provided a brief overview of the project. Trustees had no questions or concerns.

 [TRMTL Andrea Construction Engineering Tech Lab Remodel MT5991 XI.B.1.doc](#)

 [Tabulation ITB 2024-02TR Engineering Technology Remodel.pdf](#)

 [AGREEMENT BETWEEN OWNER AND GENERAL CONTRACTOR BR EngineeringTechnologyLab FullyExecuted.pdf](#)

**Motion:** Ratify the Contract with Andrea Construction, RTB 2024-02TR Engineering Technology Lab Remodel – Boca Raton Campus; \$392,983 through Project Completion

Motion moved by Vice Chair Omar Soto and motion seconded by Trustee Daniel Z. Epstein.

**Approved**

2. Approve Purchase of the Palm Beach Gardens Generator Replacement in the Amount of \$620,609 Utilizing Trane, Under Omnia Contract #3341 for HVAC Products, Installation, Labor Based Solutions and Related Products and Services

Ms. Joan Rumsey, Assistant Director, Facilities, and Ms. Jennifer Alvarez, Director, Procurement, provided a brief overview of this item. Vice Chair Soto asked if the generator would run on LP gas and diesel. Ms. Rumsey stated the generator would run on natural gas. Chair Bishop inquired if the generator would cover the entire campus. Ms. Rumsey responded that it would be used for emergency power. Trustees had no further questions or concerns.

 [TRMTL Trane PBG Generator Replacement MT6047 XI.B.2revised.doc](#)

 [PROP Trane\(Generator Installation Proposal Omnia\\$382,690withAlternates\) 3-25-24.pdf](#)

 [PROP Trane\(GeneratorEquipment \\$199,650\) 3-25-24.pdf](#)

 [Trane Executed Piggyback Letter 042523.pdf](#)

[!\[\]\(082f818d99f166a3ba574d9284d73064\_img.jpg\) TRMTL Trane PBG Generator Replacement MT6047 XI.B.3revised.doc](#)

**Motion:** Approve Purchase of the Palm Beach Gardens Generator Replacement in the Amount of \$620,609 Utilizing Trane, Under Omnia Contract #3341 for HVAC Products, Installation, Labor Based Solutions and Related Products and Services

Motion moved by Trustee Melissa Friedman-Levine and motion seconded by Trustee Daniel Z. Epstein.

**Approved**

3. Approve Contract with Nycom, Inc for Dental Surgical Equipment at the Loxahatchee Groves New Dental Medical Building

Mr. Edgar Cintron, Director, Facilities, Ms. Jennifer Alvarez, Director, Procurement and Mr. James Storms, Assistant Manager, Facilities Planning and Construction provided a thorough overview of this item. Trustees had no questions or concerns.

[!\[\]\(fa6f3af6bfa46c5d4a2d362681095beb\_img.jpg\) Transmittal Nycom Agreement MT 6057.doc](#)

[!\[\]\(17acf1afa8cdf0b67c53d4865a5ed469\_img.jpg\) Nycom Proposal 3.21.2024 - PBSC Dental Surgical Tech REV 1.pdf](#)

[!\[\]\(e8fb589d58dad1692debababa5e928b6\_img.jpg\) Nycom Proposal 3.15.2024 - PBSC Dental Science 24-12-0380 REV 1.pdf](#)

[!\[\]\(f95dab70c751fda7d824b8b03650f7aa\_img.jpg\) Nycom Inc Piggyback-Cooperative Letter.pdf](#)

[!\[\]\(e1c624d4757f08486e89482c18364c17\_img.jpg\) Nycom Piggyback Agreement.pdf](#)

**Motion:** Approve Contract with Nycom, Inc. Utilizing VASCUPP Cooperative Contract Number UVA 1906999 for Laboratory Casework, Fume Hoods, and Accessories in the Amount of \$1,573,096 through Project Completion and Authorize the President to Execute the Contract Documents

Motion moved by Vice Chair Omar Soto and motion seconded by Trustee Daniel Z. Epstein.

**Approved**



4. Ratify Contract with Patterson Dental for Dental Supplies, Equipment and Related Services at the Loxahatchee Groves Dental and Medical Services Technology Building

Mr. Edgar Cintron, Director, Facilities, Ms. Jennifer Alvarez, Director, Procurement and Mr. James Storms, Assistant Manager, Facilities Planning and Construction provided a brief overview of this item. Trustees had no questions or concerns.

 [Agenda Transmittal Patterson Dental MT6000 R.doc](#)

 [PBSC Patterson Dental Piggyback Agreement 03.28.24 - Partially Executed.pdf](#)

 [PROPOSAL PATTERSON DENTAL EQUIPMENT 6.14.2024 \\$3,540,269.44.pdf](#)

 [PROPOSAL PATTERSON DENTAL MIDMARK CABINETS-REV.2.27.2024 \\$701,542.pdf](#)

 [Agenda Transmittal Patterson Dental MT6000.doc](#)

 [PBS Synthesis Non Standard Countertop 2-14-24 D240149-2-Elevations.pdf](#)

**Motion:** Ratify Contract with Patterson Dental Utilizing E & I Cooperative Services Contract Number EI00077 for Dental Supplies, Equipment and Related Services at the Loxahatchee Groves Dental and Medical Services Technology Building in the Amount of \$4,241,812 through Project Completion

Motion moved by Trustee Melissa Friedman-Levine and motion seconded by Trustee Daniel Z. Epstein.

**Approved**

5. Ratify Increase of \$1,127,776 to Convergent Technologies LLC Agreement for Access Control at the Loxahatchee Groves New Dental Medical Building

Mr. Edgar Cintron, Director, Facilities, Ms. Jennifer Alvarez, Director, Procurement and Mr. James Storms, Assistant Manager, Facilities Planning and Construction, provided a brief overview of this item. Trustee Harrison requested further discussion on a holistic security approach. President Parker requested that Mr. Duffie and Dr. Bush

plan to provide an update to the Guardians Security currently in place on the College campuses. Trustees had no further questions or concerns.

 [Agenda Transmittal Convergent Increase MT6005.doc](#)

 [Convergent Piggyback Authorization Letter Executed.pdf](#)

 [QUOTE CONVERGINT Access Control LG DMST BLDG \\$596,377.74 Revised 4 1 24.pdf](#)

 [QUOTE CONVERGINT Video Surveillance LG DMST BLDG \\$531,398.90 Revised 4 1 24.pdf](#)

 [Convergent Technologies Contract 030421 \(1\).pdf](#)

 [Agenda Transmittal Convergent Increase MT6005.doc](#)

 [RFP and Addendums-Facility Security 030421 \(1\).pdf](#)

**Motion:** Ratify Increase of \$1,127,776 to Convergent Technologies LLC Agreement Using the Sourcewell Cooperative Contract #030421 for Facility Security Systems, Equipment, and Software with Related Services at the Loxahatchee Groves New Dental Medical Building

Motion moved by Vice Chair Omar Soto and motion seconded by Trustee Daniel Z. Epstein.

**Approved**

6. Approve Waiver of Board Policy 6Hx-18-5.11 Temporary Duty Elsewhere Regarding Out-of-State Remote Work

President Parker provided a brief overview of why the waiver for one employee was being requested. Chair Bishop inquired about a succession plan in place for this position as well as any workers comp or payroll tax repercussions with the employee being out of state. Mr. Duffie and Mr. Pustizzi stated they are working with the consortium in regard to the employees working out of state. Trustee Harrison stated the College should not cover any travel for the employee and asked if an outside firm was being utilized to recruit for the position. Mr. Pustizzi advised that the College is working with internal resources first and will use outside resources if they are unsuccessful.

 [11.B.6 OnBoard Transmittal.docx](#)

 [Board Policy 6Hx-18-5.11.pdf](#)

**Motion:** Approve Waiver of Board Policy 6Hx-18-5.11 Temporary Duty Elsewhere Regarding Out-of-State Remote Work

Motion moved by Trustee Melissa Friedman-Levine and motion seconded by Trustee Daniel Z. Epstein.

**Approved**

C. Information Services

D. Human Resources

1. Approve the Second Reading of Revised DBOT Policy 5.44 Grounds for Termination of Employment

Mr. Mike Pustizzi provided a brief explanation of why the policy is being revised. Trustees had no questions or concerns.

 [OnBoard Transmittal 11.D.1.pdf](#)

 [DBOT Policy 5.44 PDF with Redlines Second Reading \(1\).pdf](#)

**Motion:** Approve the Second Reading of Revised DBOT Policy 5.44 Grounds for Termination of Employment

Motion moved by Vice Chair Omar Soto and motion seconded by Trustee Daniel Z. Epstein.

**Approved**

2. Approve the Second Reading to Repeal DBOT Policy 5.68 Dismissal

Mr. Mike Pustizzi provided a brief explanation of why the policy is being repealed. Trustees had no questions or concerns.

 [OnBoard Transmittal 11.D.2.pdf](#)

 [Repeal of DBOT Policy 5.68 Dismissal \(1\).pdf](#)

**Motion:** Approve the Second Reading of Repeal DBOT Policy 5.68 Dismissal

Motion moved by Trustee Melissa Friedman-Levine and motion seconded by Trustee Daniel Z. Epstein.

**Approved**

**XII. OTHER BUSINESS**

Chair Bishop made changes to the Board Committees due to having two new Trustees on the Board.

- Facilities Committee: Chair Patrice Bishop
- Professional Services Committee: Vice Chair Soto
- College Investment and Finance Committee: Trustee Daniel Z. Epstein
- Foundation Investment Committee, Executive Board, Board of Directors Liaison: Trustee Melissa Friedman-Levine
- Innovation Technology Committee: Trustee Jon Harrison

**XIII. BOARD MEMBER COMMENTS AND ANNOUNCEMENTS**

- A. Spring 2024 Commencement will be conducted on Tuesday, May 7, 2024, at Cacti Park (formally known as Ballpark of the Palm Beaches) at 9:00 AM.

**XIV. ADJOURNMENT**

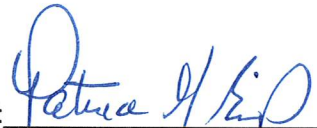
Chair Bishop called for the meeting to be adjourned at 5:56 pm.

**Motion:** Motion to Adjourn the April District Board of Trustees Regular Meeting at 5:56 pm.

Motion moved by Vice Chair Omar Soto and motion seconded by Trustee Daniel Z. Epstein.

**Approved**

ATTEST:



Patrice G. Bishop, Chairperson



Ava L. Parker, J.D., President