

Yavapai College
District Governing Board
Regular Meeting

Wednesday, March 26, 2025
4:00 p.m.

The YouTube channel will be open to the public at 3:45 p.m. at the latest.

Livestream Link:

<https://www.youtube.com/user/YavapaiCollege>

Member Present:

Ms. Deb McCasland, Board Chair

Mr. Steve Bracety, Board Secretary

Mr. William Kiel, Board Member

Mr. Patrick Kuykendall, Board Member

Mr. Toby Payne, Board Member- left the meeting at 7:24 p.m.

Administration Present:

Dr. Lisa B. Rhine, President

Atty. Lynne Adams, Board Attorney

Ms. Yvonne Sandoval, Executive Assistant

Ms. Deanne Petty, Coordinator

Board Meeting was virtual only, so all board members and administration appeared virtually.

MINUTES

[HTTPS://YAVAPAI.HOSTED.PANOPTO.COM/PANOPTO/PAGES/VIEWER.ASPX?ID=9D80B857-81A9-4607-8B87-B2AD00320AD5](https://YAVAPAI.HOSTED.PANOPTO.COM/PANOPTO/PAGES/VIEWER.ASPX?ID=9D80B857-81A9-4607-8B87-B2AD00320AD5)

1. General Functions: Procedural

a. Call to Order.

Chair McCasland called the meeting to order at 4:00 pm.

b. Pledge of Allegiance.

Member Kuykendall led the Pledge of Allegiance.

c. Board Meeting Procedure – Board Chair Deb McCasland – **INFORMATION**

Chair McCasland reiterated the meeting procedure, including guidelines for questions and discussion periods, detailing the order of board member participation, and time limits for rounds of questions and responses.

2. Study Session

a. President's Reports - Dr. Lisa Rhine - **INFORMATION**

- i. College Council – Dr. Douglas Berry, Dr. Marylou Mercado, Dr. Janet Nix, and Mr. Rodney Jenkins
 1. Faculty Senate – Dr. Alex Barber, Faculty Senate President (*Attached*)
 2. Staff Association – Ms. Ginney Bilbray, Staff Association Vice President (*Attached*)
 3. Student Government Association – Mr. Jericho Nucum, Secretary of Yavapai College Student Government Association (*Attached*)
- ii. Budget to Actual Monthly Report and Cash Reserves Monthly Report (*Attached*)

These agenda items begin at 16:04:48 [Watch Here](#)

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=9d80b857-81a9-4607-8b87-b2ad00320ad5&start=296>

b. Preliminary Capital Budget and Financing – Dr. Clint Ewell, Chief Operating Officer – **INFORMATION AND DISCUSSION**

This agenda item begins at 16:47:49 [Watch Here](#)

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=9d80b857-81a9-4607-8b87-b2ad00320ad5&start=2876>

c. Board Liaisons' Reports - **INFORMATION AND DISCUSSION**

- i. Board Spokesperson – Board Chair Deb McCasland
- ii. Arizona Association of Community College Trustee (AACCT) – Board Chair Deb McCasland
- iii. Yavapai College Foundation – Board Secretary Steve Bracety

These agenda items begin at 17:55:44 [Watch Here](#)

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=9d80b857-81a9-4607-8b87-b2ad00320ad5&start=6951>

Short Recess 18:00:47 – 18:12:08

3. Board Business

- a. District Governing Board Budget for Fiscal Year 2025 – Dr. Clint Ewell - Chief Operating Officer – **INFORMATION, DISCUSSION, AND DECISION**

This agenda item begins at 18:12:26 [Watch Here](#)

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=9d80b857-81a9-4607-8b87-b2ad00320ad5&start=7296>

Board Secretary Bracety moved, seconded by Board Member Kuykendall, to approve the District Governing Board Budget for Fiscal Year 2025. The motion passed with a 4 to 1 vote (Ayes: McCasland, Bracety, Payne, and Kuykendall; and Nay: Kiel)

b. Consent Agenda – **DECISION**

- i. Regular Meeting Minutes – Tuesday, February 18, 2025
- ii. Board Executive Session Confidential Minutes – Tuesday, February 18, 2025
- iii. Intergovernmental Agreement – Town of Chino Valley – Yavapai College Chino Valley Campus Utility Improvements
- iv. Waiver of Potential Conflict of Interest – Gust Rosenfeld Attorneys – Town of Chino Valley/Yavapai County Community College District
- v. Receipt of Report on Revenues and Expenditures for February 2025

This agenda item begins at 18:33:29 [Watch Here](https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=9d80b857-81a9-4607-8b87-b2ad00320ad5&start=8559)
<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=9d80b857-81a9-4607-8b87-b2ad00320ad5&start=8559>

Board Secretary Bracety moved, seconded by Board Member Kuykendall, to approve consent agenda items iii. Intergovernmental Agreement – Town of Chino Valley – Yavapai College Chino Valley Campus Utility Improvement, iv. Waiver of Potential Conflict of Interest – Gust Rosenfeld Attorneys – Town of Chino Valley/Yavapai County Community College District, and v. Receipt of Report on Revenues and Expenditures for February 2025. The motion carried unanimously (Ayes: McCasland, Bracety, Kiel, Payne, and Kuykendall).

Board Member Payne moved, seconded by Board Member Kiel, to add the following to the consent agenda item i. Regular Meeting Minutes – Tuesday, February 18, 2025.

At 2(a)(i), I respectfully request the following to be added:

Mr. Kiel requested that the Board discuss an issue or issues prior to going into executive session. The Chair did not open the floor for discussion after a second to go into executive session, so Mr. Kiel decided not to attend the executive session. Mr. Payne stated that he was very concerned about the transparency to the public about why the Board is going into executive session or why the Board is holding a virtual meeting. He did not attend the executive session.

The motion failed (Ayes: Kiel and Payne; Nays: McCasland, Bracety, and Kuykendall).

Board Member Payne moved, seconded by Board Member Kiel, to add the following to the consent agenda item i. Regular Meeting Minutes – Tuesday, February 18, 2025.

At Board business 5(c), I respectfully request the following be added: Mr. Payne reported that on January 19 he sent Chair McCasland (Tape 14:42:44) a letter requesting that an agenda item be added to the next Board agenda pursuant to existing Governing Board policy. He also listed proposed actions. He was asking for a discussion regarding HLC alignment, delegation of authority, and overall governance and policy alignment with Board policies. The goal was to see that there is perfect alignment with the various Board policies and the Higher Learning Commission.

Because Mr. Payne requested the item be placed on the next Board or Workshop meeting January 19 and it was not on the February 18 agenda, he asked for implementation of Board Policy #308. Under that policy, if a

request to the Chair for an item to be placed on the agenda, and she does not put it on the next agenda, upon the Board member's request the matter must then be placed on the next Board agenda so the Board can vote on whether to discuss it. If approved, there is then full discussion.

Mr. Payne indicated that he believed the Board had not discussed the items contained in his letter to the Chair. Mr. Payne indicated that he saw conflicts between HLC policy and Board policy and wanted the Board to work them out in a positive fashion. He said he urged the Chair to prioritize the issues he raised in his letter to her on the 19th. The Chair responded that she believed the Board had already discussed this issue recently and need not return to it.

The motion failed (Ayes: Kiel and Payne; Nays: McCasland, Bracety, and Kuykendall).

Board Member Payne moved, seconded by Board Member Kiel, to add the following to the consent agenda item i. Regular Meeting Minutes – Tuesday, February 18, 2025.

At Board business (5)(c), I respectfully request the following be added: (At 14:54:04.) Board member Kuykendall said in part that he had seen nothing from Board member Kiel but “negativity and attacks on the Chairman and the president and the threats have got to end.” “Mr. Kiel since day one has made threats and been so disrespectful” and Kuykendall claimed he had never sat on a Board with so much “hate and discontent” coming from a Board member. He went on to ask what could be done legally to Mr. Kiel and claimed the reason the Board members were not holding in-person live meetings is when “somebody mentions firearms and they are unstable, it is a threat.” Mr. Kiel was not allowed to respond to the allegation by Mr. Kuykendall that he was “unstable” or anything else despite a request from him to be allowed to do so.

The motion failed (Ayes: Kiel and Payne; Nays: McCasland, Bracety, and Kuykendall).

Board Member Kiel moved, seconded by Board Member Payne, to add verbatim all comments from Board Member Kiel to the Tuesday, February 18, 2025 meeting. The motion failed (Ayes: Kiel and Payne; Nays: McCasland, Bracety, and Kuykendall).

Board Secretary Bracety moved, seconded by Board Member Kuykendall, to approve the consent agenda item i. Regular Meeting Minutes – Tuesday, February 18, 2025. The motion carried with a 3 to 2 vote (Ayes: McCasland, Bracety, and Kuykendall; Nays: Kiel and Payne).

Board Member Kuykendall moved, seconded by Board Secretary Bracety, to approve the consent agenda item ii. Board Executive Session Confidential Minutes – Tuesday, February 18, 2025. The motion carried with 3 ayes and 2 abstentions (Ayes: McCasland, Bracety, and Kuykendall; Abstentions: Kiel and Payne)

- c. District Governing Board Minutes Format – Ms. Yvonne Sandoval – Executive Assistant – **INFORMATION, DISCUSSION, AND DECISION**

This agenda item begins at 19:02:51 [Watch Here](#)

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=9d80b857-81a9-4607-8b87-b2ad00320ad5&start=10320>

Board Chair McCasland moved, seconded Board Member Kuykendall to approve the Board minutes format with only video links for each agenda item, motions with the votes, and any other items that are required by law. The motion carried with 4 to 1 vote (Ayes: McCasland, Bracety, Payne, and Kuykendall; Nay: Kiel).

- d. District Governing Board Emeritus Policy – Board Chair Deb McCasland –
INFORMATION, DISCUSSION, AND DECISION
 - i. Emeritus Nomination for Mr. Ray Sigafoos – Board Secretary Steve Bracety – **INFORMATION, DISCUSSION, AND DECISION**

This agenda item begins at 19:14:27 [Watch Here](https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=9d80b857-81a9-4607-8b87-b2ad00320ad5&start=11016)
<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=9d80b857-81a9-4607-8b87-b2ad00320ad5&start=11016>

Board Secretary Bracety moved, seconded by Board Chair McCasland, to approve District Governing Board Emeritus Policy 311. The motion carried unanimously (Ayes: McCasland, Bracety, Kiel, Payne, and Kuykendall).

Board Secretary Bracety moved, seconded by Board Chair McCasland to approve Mr. Ray Sigafoos as District Governing Board Emeritus. The motion carried unanimously (Ayes: McCasland, Bracety, Kiel, Payne, and Kuykendall).

- e. Executive Session
 - i. Pursuant to A.R.S. Section 38-431.03(A)(9), Discussion Regarding the College's Information Technology Security Plans, Procedures, Assessments, Measures or Systems – Mr. Patrick Burns, Chief Information Officer and Mr. Neil McComsey, Chief Information Security Officer- **PROCEDURAL**
{Time: 30}

This agenda item begins at 19:22:55 [Watch Here](https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=9d80b857-81a9-4607-8b87-b2ad00320ad5&start=11016)
<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=9d80b857-81a9-4607-8b87-b2ad00320ad5&start=11016>

Mr. Payne indicated that he needed to leave the board meeting and would not be able to attend the executive session. He left the meeting.

Board Secretary Bracety moved, seconded by Board Chair McCasland, to move into Executive Session A.R.S. Section 38-431.03(A)(9), Discussion Regarding the College's Information Technology Security Plans, Procedures, Assessments, Measures or Systems – Mr. Patrick Burns, Chief Information Officer and Mr. Neil McComsey, Chief Information Security Officer. The motion carried unanimously (Ayes: McCasland, Bracety, Kiel, and Kuykendall).

- f. Reconvene in Public Session

- 4. Adjournment of Board Regular Meeting: Procedural - **DECISION**

Board Secretary Bracety moved, seconded by Board Member Kuykendall, to adjourn the Regular Meeting. The motion carried unanimously (Ayes: McCasland, Bracety, Kiel, and Kuykendall).

Regular Meeting adjourned at 7:57 p.m.

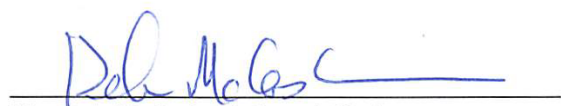
Respectfully submitted:



Yvonne Sandoval, Executive Assistant

4-22-2025

Date



Ms. Deb McCasland, Board Chair

Mr. Steve Bracety, Board Secretary