

Yavapai College
District Governing Board
Special Board Meeting

Tuesday, April 28, 2026
Rock House and Virtually
1:00 p.m.

The YouTube channel and Rock House will be open to the public at **12:45 p.m.** at the latest. All individuals attending the meeting in person will be allowed to bring clear bags **ONLY** into the meeting. In addition, the College has implemented advanced weapons detections systems/metal detectors for attendees. These requirements are similar for attendees at any sporting event or concert, and they are intended to ensure safety. Please plan accordingly.

Livestream Link:

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

Members' Present

Ms. Deb McCasland, Board Chair
Mr. Steve Bracety, Board Secretary
Mr. William Kiel, Board Member
Mr. Patrick Kuykendall, Board Member (Absent)
Mr. Toby Payne, Board Member

Administration Present

Dr. Lisa Rhine, President
Ms. Yvonne Sandoval, Executive Assistant (participated via Zoom)
Ms. Kimberly Whitman, Secretary to the Board

MINUTES

1. General Functions: Procedural
 - a. Call to Order

This agenda item begins at: 13:00:09

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=53fe4c98-ea9c-4fd1-ba27-b43b000aab13&start=17.112326>

Board Chair McCasland called the meeting to order at 1:00pm.

- b. Pledge of Allegiance

This agenda item begins at: 13:00:13

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=53fe4c98-ea9c-4fd1-ba27-b43b000aab13&start=20.892415>

Board Secretary Bracety led the Pledge of Allegiance.

- c. Adoption of Agenda - **DECISION**

Yavapai College District Governing Board operates as a policy governance Board. This means that the Board makes all the policy decisions, adopts an annual budget, and hires the college president. The college president oversees daily operations and supervises college employees.

This agenda item begins at: 13:00:36

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=53fe4c98-ea9c-4fd1-ba27-b43b000aab13&start=44.014589>

Board Secretary Bracty moved, seconded by Board Member Payne, to adopt the agenda. The motion passed unanimously. (Ayes: McCasland, Kiel, Payne and Bracty. Absent from vote: Kuykendall).

d. Election of Board Officers (Chair, Secretary) – **DISCUSSION AND DECISION**

This agenda item begins at: 13:01:26

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=53fe4c98-ea9c-4fd1-ba27-b43b000aab13&start=93.354439>

Board Chair McCasland shared a copy of Policy 302 on the presentation slides for the Governing Board and participants. Member Payne nominated Secretary Bracty for the role of Board Chair.

Board Member Payne, seconded by Board Chair McCasland, moved to elect Board Secretary Bracty as the District Governing Board Chair by acclamation. The motion passed with a 4-0 vote. (Ayes: McCasland, Bracty, Kiel and Payne. Absent from vote: Kuykendall).

Board Secretary Bracty nominated Board Member Payne for the position of Secretary of the District Governing Board. Board Chair McCasland nominated herself for the position of Secretary of the District Governing Board.

Board Secretary Bracty, seconded by Board Member Kiel, moved to elect Board Member Payne as the Secretary of the District Governing Board by acclamation. The motion passed with a 3-1 vote. (Ayes: Kiel, Payne, Bracty, Nays: McCasland, Absent from vote: Kuykendall).

2. Study Session

- a. Arizona Auditor General's Office Annual Audit Update - **INFORMATION** – Ms. Wendy Swartz, Chief Business Officer & Controller; Ms. Jean Dietrich, Principal CLA, and Mr. Rory Mulvihill, Senior CLA {Time: 15} (*Attached*)

This agenda item begins at: 13:07:27

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=53fe4c98-ea9c-4fd1-ba27-b43b000aab13&start=454.827105>

Ms. Swartz introduced the presenters to the District Governing Board. Mr. Jordan Boehm presented in place of Ms. Jean Dietrich. The presentation included audit responsibilities, results of the financial audit and governance communications. The presentation can be viewed at the link above.

- b. President's Report – Dr. Lisa Rhine, President – **INFORMATION ONLY** – {Time: 5}

- i. 2026 Yavapai College Faculty Emeritus (*Attached*)

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- ii. Budget to Actual Monthly Report and Cash Reserves Monthly Report, March 2026 (*Attached*)

This agenda item begins at: 13:20:27

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=53fe4c98-ea9c-4fd1-ba27-b43b000aab13&start=1234.340668>

Dr. Rhine provided a report to the District Governing Board. The report can be viewed at the link above.

3. Board Business

- a. Revision of District Governing Board Policy 304 - Board Secretary Bracety – **DISCUSSION AND DECISION** {Time: 10}

This agenda item begins at: 13:21:30

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=53fe4c98-ea9c-4fd1-ba27-b43b000aab13&start=1298.194746>

Discussion on Board Policy 304 and the new Board elections was held in session. Board Secretary Bracety read a statement to the District Governing Board and meeting attendee. The statement and discussion can be viewed at the link above.

- b. Yavapai College District Governing Board Legal Counsel Services and Creating Board Policy– Board Chair Deb McCasland – **DISCUSSION AND DECISION** {Time: 10}

This agenda item begins at: 13:28:09

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=53fe4c98-ea9c-4fd1-ba27-b43b000aab13&start=1696.889161>

Discussion was held between the Board Members on Legal Counsel Services and different opportunities/options for the District Governing Board. Discussion can be viewed at the link above.

Board Chair McCasland moved, seconded by Board Secretary Bracety to have Pierce Coleman PLLC to be the Yavapai College Board Attorney for only the Executive Session on review of the Presidents Employment agreement and employment. The motion failed 3-1. (Ayes: McCasland. Nays: Kiel, Payne, Bracety. Absent from vote: Kuykendall).

- c. 2026-2027 Yavapai College Preliminary Budget – Dr. Clint Ewell, Chief Operating Officer - **INFORMATION, DISCUSSION & DECISION** {Time: 60} (*Attached*)

This agenda item begins at: 13:50:50

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=53fe4c98-ea9c-4fd1-ba27-b43b000aab13&start=3057.742206>

Dr. Ewell provided a presentation on the Preliminary Budget to the District Governing Board. Discussion and questions were held in relation to the presentation. Discussion can be viewed at the link above.

Board Chair McCasland moved, seconded by Board Secretary Bracety, to approve the Preliminary budget that was presented today. The motion passed unanimously with a 4-0 vote. (Ayes: McCasland, Payne, Kiel, Bracety, Absent from vote: Kuykendall).

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The District Governing Board took a 10-minute personal break and returned to session at 3:02 pm.

d. Call to the Public - **INFORMATION ONLY** {Time: 20}

This agenda item begins at: 15:02:19

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=53fe4c98-ea9c-4fd1-ba27-b43b000aab13&start=7347.022059>

Members of the public were provided with three minutes at open call to address the District Governing Board. Open call can be viewed at the link above.

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 and Systems – Mr. Patrick Burns, Information Technology Chief Information Officer and Mr. Neil McComsey, Information Technology Chief Security Information Officer – **PROCEDURAL** {Time: 30}
- ii. Pursuant to A.R.S. Section §38-431.03(A)(3) and (7), Discussion and consultation with the College Attorney and its representatives to receive legal advice, consider the College's position regarding contracts that are the subject of negotiations, including the potential purchase of real property in Yavapai County, and instruct its attorney and/or representatives the same – Dr. Clint Ewell, Chief Operating Officer, Attorney Timothy Smith, and Mr. James Crockett, Executive Director of Facilities Management, - **PROCEDURAL** {Time: 30}
- iii. Pursuant to A.R.S. §38-431.03(A)(1), Review of President's Employment Agreement and Employment – Board Chair McCasland– **PROCEDURAL** {Time: 60}

This agenda item begins at: 15:27:38

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=53fe4c98-ea9c-4fd1-ba27-b43b000aab13&start=8865.763194>

Board Secretary Bracety moved, seconded by Board Chair McCasland, to move into the following Executive Sessions; Pursuant to A.R.S. Section §38-431.03(A)(9), Discussion Regarding the College's Information Technology Security Plans, Procedures, Assessments, Measures and Systems. Pursuant to A.R.S. Section §38-431.03(A)(3) and (7), Discussion and consultation with the College Attorney and its representatives to receive legal advice, consider the College's position regarding contracts that are the subject of negotiations, including the potential purchase of real property in Yavapai County, and instruct its attorney and/or representatives the same and pursuant to A.R.S. §38-431.03(A)(1), Review of President's Employment Agreement and Employment. The motion passed unanimously. (Ayes: McCasland, Kiel, Payne, Bracety. Absent from vote: Kuykendall).

iv. Reconvene in Public Session – **DECISION** {Time: 5}

This agenda item begins at: 17:30:57

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=53fe4c98-ea9c-4fd1-ba27-b43b000aab13&start=16264.740765>

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Board Secretary Bracety moved, seconded by Board Chair McCasland, to:

1. Pursuant to ARS Section §38-431.03(A)(9) to accept the information on the Colleges technology security plans procedures assessments and measurable systems as presented by Mr. Patrick Burns and Mr. Neil McComsey.
2. Pursuant to ARS Section §38-431.03(A)(3) and (7) to accept the advice of the college attorney and approve staff to proceed with the project and return with more details as available.
3. Pursuant to ARS Section §38-431.03(A)(1), to table the discussion on the Presidents contract to a future date in the near future.

The motion passed with a 4 to 0 vote. (Ayes: McCasland, Bracety, Kiel and Payne. Absent from vote: Kuykendall).

- f. Consent Agenda – **DECISION** {Time: 15}
 - i. Board Regular Meeting Minutes March 31, 2026 (*Attached*)
 - ii. Receipt of Report on Revenues and Expenditures for March 2026 (*Attached*)

This agenda item begins at: 17:32:47

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=53fe4c98-ea9c-4fd1-ba27-b43b000aab13&start=16374.675826>

Board Secretary Bracety moved, seconded by Board Chair McCasland, to approve the consent agenda. The motion passed unanimously. (Ayes: Bracety, Kiel, Payne, and McCasland. Absent from vote: Kuykendall).

4. Request for Future Agenda Items – **INFORMATION, DISCUSSION, AND DECISION** {Time: 10}

This agenda item begins at: 17:33:26

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=53fe4c98-ea9c-4fd1-ba27-b43b000aab13&start=16413.586441>

The District Governing Board discussed different item to put on a future agenda. Items include: Discussion on a future Board Attorney and the discussion of the President's contract.

Board Secretary Bracety moved, seconded by Board Chair McCasland, to have a regular meeting to discuss the hiring of a board attorney and an Executive Session in the near future to discuss the President's contract. The motion passed unanimously. (Ayes: Kiel, McCasland, Bracety and Payne. Absent from vote: Kuykendall).

5. Adjournment of Board Regular Meeting: Procedural – **DECISION** {Time: 1}

This agenda item begins at: 17:35:18

<https://yavapai.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=53fe4c98-ea9c-4fd1-ba27-b43b000aab13&start=16525.306857>

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Board Member Payne, seconded by Board Secretary Bracety, to adjourn the April 28th District Governing Board Special Meeting. The motion passed unanimously. (Ayes: Bracety, Kiel, Payne, McCasland. Absent from vote: Kuykendall).

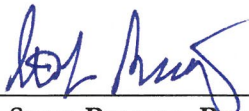
Respectfully Submitted,



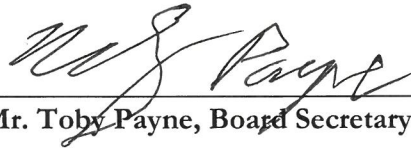
Kimberly Whitman, Recording Secretary

5/26/26

Date



Mr. Steve Bracety, Board Chair



Mr. Toby Payne, Board Secretary

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