



**Board of Trustees Regular Meeting
Tuesday, October 22, 2024 – 5:00 p.m.
Board Room**

AGENDA

1. General Institutional Functions

- 1.1 Call to Order
- 1.2 Public Statement: Adequate notice of this meeting specifying the time and location was transmitted via fax, posted to the Sussex County Community College website, and on the main entry doors to the Administration Building on October 18, 2024, pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-8.
- 1.3 Roll Call / Pledge of Allegiance
- 1.4 Welcome to Guests

All members of the public who provide public comment shall first identify themselves. Public comments may be submitted to the Board of Trustees Secretary via email or written letter if received at least (8) hours before the meeting. Written public comments shall be read at the meeting with the same time restrictions as all public comments at the meeting. Duplicative comments may be summarized at the discretion of the Board of Trustees Chair.
- 1.5 Courtesy of the Floor on Agenda Items Only (Public Session-5 Minutes per Speaker).

ACTION

- 1.6 Approval/Acceptance of Minutes
 - 1.6.1 Minutes from the September 24, 2024 Board of Trustees Meeting. (Attachment pgs. 1-5, Resolution No. GI10222024-1)
 - 1.6.2 Minutes from the September 24, 2024 Executive Session. (Attachment pg. 6, Resolution No. GI10222024-2)
 - 1.6.3 Acknowledgment of Receipt of Committee Meeting Minutes. (Attachment pgs. 7-10, Resolution No. GI10222024-3)
 - Personnel and Curriculum Committee – October 15, 2024.
 - Audit and Policy Committee – October 15, 2024.
 - Finance and Facilities Committee – October 15, 2024.

2. Consent Agenda – ACTION/RC

The President recommends items 2.1 - 2.5 for Board approval, as brought forth after discussion and review by Board Committees:

- 2.1 Approval of Personnel Items
 - 2.1.1 Personnel Actions September 10, 2024 - October 10, 2024. (Attachment pgs. 11 & 12, Resolution No. P10222024-1)

- 2.1.2 2025-2026 Administrative Calendar (Attachment pg.13, Resolution No. P10222024-2)
- 2.2 Approval of Curriculum Items – None this month.
- 2.3 Approval of Policy Items
- 2.3.1 The Following Policies are Presented for Re-adoption. There are no changes to the policies. (Attachment pgs. 14-17)
- Policy No. 200.18 Employee Classifications Policy (Attachment pg.14, Resolution No. AP10222024-1)
 - Policy No. 200.33 Insurance Benefits and Pension Policy (Attachment pg. 15, Resolution No. AP10222024-2)
 - Policy No. 200.34 Worker's Compensation Policy (Attachment pg. 16, Resolution No. AP10222024-3)
 - Policy No. 200.44 Reasonable Accommodation Policy (Attachment pg. 17, Resolution No. AP10222024-4)
- 2.4 Approval of Finance Items
- 2.4.1 Educational Solutions for \$42,393.00 & \$7,935.00 - Robotics Universal Robots UR3E and Robotics Allen Bradley PLC1400. Funded by Perkins. (Attachment pgs.18-22, Resolution No. BFF10222024-1)
- 2.4.2 FireFighter One for \$113,721.82 - Purchase (10) sets of packs, (20) cylinders, (12) regulators, and (20) facepieces. Compliant to NFPA 1981, Standard on Open-Circuit Self-Contained Breathing Apparatus (SCBA) for Emergency Services, 2018 Edition. Funded by the Booker Congressional District Spending Grant (Department of Education) (Attachment pgs. 23 & 24, Resolution No. BFF10222024-2)
- 2.4.3 North American Rescue for \$31,883.94 - TCCCMAN® training simulator provides enhanced in Tactical Combat Training Care (TCCC) from Point of Injury to transfer of higher care. Funded by the Booker Congressional District Spending Grant (Department of Education). (Attachment pgs. 25-30, Resolution No. BFF10222024-3)
- 2.4.4 Stillwater Township for \$50,000 - 2003 Pierce Pumper Fire Truck for PSTA. Funded by the Booker Congressional District Spending Grant (Department of Education). (Attachment pgs. 31 & 32, Resolution No. BFF10222024-4)
- 2.4.5 City Of Sun Prairie for \$220,000 - 2007 Pierce Enforcer 75' Fire Truck for PSTA. Funded by the Booker Congressional District Spending Grant (Department of Education). (Attachment pgs. 33 & 34, Resolution No. BFF10222024-5)
- 2.4.6 KFT Fire Trainer for \$20,255.00 - Live Fire Roof Prop (Container) Roof Prop to safely replicate roof operations at structure fires under live fire conditions. Funded by the Booker Congressional District Spending Grant (Department of Education). (Attachment pgs. 35-38, Resolution No. BFF10222024-6)

2.4.7 KFT Fire Trainer for \$18,405.00 - Live Fire Roof Prop (Ground) Roof Prop to safely replicate roof operations at structure fires under live fire conditions. Funded by the Booker Congressional District Spending Grant (Department of Education). (Attachment pgs. 39-42, Resolution No. BFF10222024-7)

2.4.8 KFT Fire Trainer for \$57,560.00 (Pilot Burn Box \$18,750.00, Plane \$38,810.00) - KFT's Portable Aircraft FireTrainer® O-100 replicates the fire of a small, single-engine aircraft. The O-100 Cessna has a fire in the engine space and cockpit that utilizes vapor propane for a single-stage fire that requires firefighters to make a proper approach and extinguishment of the fire in the confined area of a small aircraft engine compartment. Funded by the Booker Congressional District Spending Grant (Department of Education). (Attachment pgs. 43-47, Resolution No. BFF10222024-8)

2.4.9 Satisloh North America for \$24,201.88 - To ratify the purchase of repair/ replacement of work spindle component. Satisloh technician per diem and travel expense to perform repair. This was an imminent need to enable the continuation of optics technology instruction. Funded \$21,701.88 from the insurance claim and \$2500 from Optics Technology – Instructional budget. (Attachment pgs. 48-52, Resolution No. BFF10222024-9)

2.5 Approval of Facilities Items – None this month.

3. **Finance – ACTION/RC**

ACTION/RC 3.1 Recommendation: Acknowledge Receipt and Review of Financial Statements: September 30, 2024, Three Months YTD, FYE June 30, 2025. (Attachment pgs. 53-62, Resolution No. GI10222024-4)

ACTION/RC 3.2 Recommendation: Approve the letter from The Board of Trustees of Sussex County Community College entrusting Jon Connolly, President, to act on behalf of the organization in all matters related to the College's SNAP (EBT) application and the College's status as a SNAP Retailer Service Center. This authorization, effective October 22, 2024, will remain in effect unless the Board of Trustees notifies otherwise. (Attachment pg. 63, Resolution No. OBB10222024-1)

4. **Reports**

4.1 Correspondence File – (Attachment pgs. 64-67)

4.2 Report of the Nominating Committee.

5. **Presentations** – None this month

6. **Courtesy of the Floor on General Matters** (Public Session-5 Minutes per Speaker)

7. **Other Business**

Discussion / Reports / Announcements:

7.1 Trustee Activity Update

7.2 President's Report

7.3 Chair's Comments

7.4 The Annual Organization Meeting of the Board of Trustees will take place at 4:30 p.m. on Tuesday, November 26, 2024, in the Board Room.

7.5 The next meeting of the Board of Trustees will take place on Tuesday, November 26, 2024, in the Board Room.

8. **Executive Session** – None this month.

9. **Adjournment**