

ROWAN COLLEGE AT BURLINGTON COUNTY

**BOARD OF TRUSTEES
SPECIAL PUBLIC MEETING**

Tuesday, August 30, 2017

**Rowan College at Burlington County
Votta Hall, Willingboro Room
300 College Circle
Mount Laurel, NJ 08054**

MINUTES

CALL TO ORDER

Board of Trustees Chair George Nyikita welcomed everyone in attendance and called the meeting to order at 8:10 A.M. Participation by conference call was made available to Board members.

FLAG SALUTE

The meeting was opened with the Flag Salute by all in attendance.

ROLL CALL

Members Present: Mr. Christopher Brown, Mr. Kevin Brown, Mr. Primitivo Cruz, Ms. Renee Liciaga, Ms. Jamie Martin, Mr. George Nyikita, Mr. Mickey Quinn, Ms. Cassadie Hynd (Alumni Trustee)

Absent: Mr. Daniel Gee, Mr. Brian Kamp, Mr. Daryl Minus-Vincent

Also Present: Ms. Jaclyn Angermeier, Ms. Leah Arter, Mr. Matthew Farr, Dr. Martin Hoffman, Mr. Mark Meara, Ms. Anika Ragins-Riley, Dr. Anita Rudman, Dr. David Spang, Mr. Greg Volpe, Mr. William Burns (Board Solicitor), and Ms. Lynne Marie Devericks (Board Recorder)

PUBLIC ANNOUNCEMENT

Ms. Lynne Marie Devericks read the following statement: "In compliance with the Open Public Meetings Act, the Board passed a resolution on November 2, 2016, which was amended by a public notice released on August 29, 2017, setting forth the date, time, and location of regular meetings of the Board of Trustees, which resolution was, within seven days of passage, posted on the College Web site, sent to *The Burlington County Times*, *The Courier Post*, *The Trenton Times*, and the Burlington County Clerk."

MINUTES

There were no minutes presented to the Board for approval.

REPORTS

1. **President's Report:**

The President's Report was not submitted for the Special Meeting.

2. **Board Reports:**

A. **Finance/Facilities Committee:** Chair George Nyikita reported:

Chair Nyikita recommended moving Tabs 1 and 2 together and he proceeded with a review of the following resolutions for the Board's consideration:

Finance/Facilities Committee Action (Resolution(s) for Approval)

Tab #1: Resolution #2017-242-01, A Resolution to award a contract to Physio-Control for the purchase of LifePak 15 trainers in the amount of \$64,683.32.

Tab #2: Resolution #2017-242-02, A Resolution to award a contract to Laerdal Medical Corporation for the purchase of manikins and related equipment in the amount of \$270,823.36.

Chair Nyikita asked Ms. Jaclyn Angermeier, Executive Director Financial Services, to provide the rationale for the resolutions and explain why we need to move quickly. Ms. Angermeier explained these are purchases for the Paramedic Science Program, which may also be utilized in Health Sciences, particularly Nursing. These items are needed for the start of Fall 2017 Semester.

On motion by Chair Nyikita, with a second by Vice Chair Christopher Brown, and a unanimous vote in favor, the Board approved Resolutions 1 and 2.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
August 30, 2017**

RESOLUTION #2017-242-01

**TO AWARD A CONTRACT TO PHYSIO-CONTROL INC. FOR THE PURCHASE OF
LIFEPAK 15 TRAINERS AND RELATED EQUIPMENT
IN THE AMOUNT OF \$64,683.32**

WHEREAS, the College has a need for LifePak 15 trainers and related equipment to be used in the paramedic science and health sciences programs; and

WHEREAS, this will be a Business Entity Disclosure contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 and the Purchasing Agent has determined and certified in writing that the value of this contract will exceed \$17,500.00; and

WHEREAS, **Physio-Control Inc.** has completed and submitted a Business Entity Disclosure Certification which certifies that **Physio-Control Inc.** has not made any reportable contributions to a political or candidate committee in the County of Burlington in the previous one year, and that the contract will prohibit **Physio-Control Inc.**, from making any reportable contributions through the term of the contract; and

WHEREAS, in accordance with P.L. 2004, Chapter 3 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq., Chapter 271 P.L. 2005 (Adopted January 5, 2006) N.J.S.A. 19:44A-20.26 and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(3), it appears in the best interest of the College to award a contract to **Physio-Control Inc.**, 11811 Willows Road NE, PO Box 97006, Redmond, Washington, 98052; and

WHEREAS, in accordance with P.L. 2004, Chapter 3 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq., Chapter 271 P.L. 2005 (Adopted January 5, 2006) N.J.S.A. 19:44A-20.26 and P.L. 1982, c189 N.J.S.A. 18A:64A-25.5(3), the President recommends a contract be awarded to the following vendor: **Physio-Control Inc.**, 11811 Willows Road NE, PO Box 97006, Redmond, Washington, 98052;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 30th day of August 2017, that a contract be awarded to **Physio-Control Inc.** in an amount of \$64,683.32.

*******CERTIFICATE OF AVAILABILTY OF FUNDS*******

I, Jaclyn Angermeier, Executive Director of Financial Services, do hereby certify that adequate funds are available in the Restricted Budget to pay for the contract between Rowan College at Burlington County and **Physio-Control Inc.**

The money necessary to fund said contract is **\$64,683.32**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriation:

3-60341-9825 (Perkins FY18, Educational Equipment)

Jaclyn Angermeier
Executive Director of Financial Services

*******CERTIFICATION OF THE SECRETARY*******

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Special Meeting held on Wednesday, August 30, 2017** on the Mount Laurel Campus, Votta Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 George Nyikita
 Chairperson

 Paul Drayton
 Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
August 30, 2017**

RESOLUTION #2017-242-02

**TO AWARD A CONTRACT TO LAERDAL MEDICAL CORPORATION FOR THE
PURCHASE OF MANIKINS AND RELATED EQUIPMENT TO BE USED IN THE
PARAMEDIC SCIENCE AND HEALTH SCIENCES PROGRAMS
IN THE AMOUNT OF \$270,823.36**

WHEREAS, the College has a need for manikins and related equipment to be used in the paramedic science and health sciences programs; and

WHEREAS, this will be a Business Entity Disclosure contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 and the Purchasing Agent has determined and certified in writing that the value of this contract will exceed \$17,500.00; and

WHEREAS, **Laerdal Medical Corporation** has completed and submitted a Business Entity Disclosure Certification which certifies that **Laerdal Medical Corporation** has not made any reportable contributions to a political or candidate committee in the County of Burlington in the previous one year, and that the contract will prohibit **Laerdal Medical Corporation**, from making any reportable contributions through the term of the contract; and

WHEREAS, in accordance with P.L. 2004, Chapter 3 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq., Chapter 271 P.L. 2005 (Adopted January 5, 2006) N.J.S.A. 19:44A-20.26 and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(3), it appears in the best interest of the College to award a contract to **Laerdal Medical Corporation**, 167 Myers Corner Road, Wappingers Falls, New York, 12590; and

WHEREAS, in accordance with P.L. 2004, Chapter 3 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq., Chapter 271 P.L. 2005 (Adopted January 5, 2006) N.J.S.A. 19:44A-20.26 and P.L. 1982, c189 N.J.S.A. 18A:64A-25.5(3), the President recommends a contract be awarded to the following vendor: **Laerdal Medical Corporation**, 167 Myers Corner Road, Wappingers Falls, New York, 12590;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 30th day of August 2017, that a contract be awarded to **Laerdal Medical Corporation** in an amount of \$270,823.36.

*******CERTIFICATE OF AVAILABILTY OF FUNDS*******

I, Jaclyn Angermeier, Executive Director of Financial Services, do hereby certify that adequate funds are available in the Plant Budgets to pay for the contract between Rowan College at Burlington County and **Laerdal Medical Corporation**.

The money necessary to fund said contract is **\$270,823.36**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriation:

6-05094-9506 (Minor Capital FY17-18, Furniture & Equipment)
6-05094-9825 (Minor Capital FY17-18, Educational Equipment)

Jaclyn Angermeier
Executive Director of Financial Services

*******CERTIFICATION OF THE SECRETARY*******

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Special Meeting held on Wednesday, August 30, 2017** on the Mount Laurel Campus, Votta Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 George Nyikita
 Chairperson

 Paul Drayton
 Secretary

ADJOURNMENT OF PUBLIC SESSION

Chair Nyikita called for a motion to adjourn the Public Session to go into Executive Session. Board Solicitor William Burns read the Resolution to Convene Executive Session for the purpose of personnel discussion and matters that contain attorney-client privilege and anticipated pending litigation, specifically the status and handling of EEOC. Trustee Christopher Brown made the motion, second by Trustee Kevin Brown, and by unanimous vote in favor the Board of Trustees' Public Session adjourned at 8:17 A.M.

RETURN TO PUBLIC SESSION

With a motion by Chair George Nyikita, second by Trustee Christopher Brown, and a unanimous vote in favor, the Board reconvened the Public Session at 9:08 A.M.

Pursuant to discussion in the Executive Session, Board Solicitor William Burns made a Motion to accept the recommendations discussed during Executive Session regarding personnel, specifically to approve paid administrative leave for Mr. Paul Drayton, President, effective immediately and appoint Mr. Michael Cioce as Acting President.

With a motion by Trustee Primitivo Cruz, second by Trustee Kevin Brown, and a unanimous vote in favor, the Board approved the Motion.

Finance/Facilities Committee Action (Resolution(s) for Approval) - Continued

Tab #3: Resolution #2017-242-03, A Motion to approve requested business related travel.

Chair Nyikita indicated Tab 3 will be tabled until the September Board Committee Meeting.

Tab #4: Resolution #2017-242-04, A Motion to approve a contract with Lyft to provide alternative transportation options for RCBC students for FY18 in an amount not to exceed \$5,000.

Mr. Nyikita made a motion to approve Tab 4. With a second by Trustee Kevin Brown, one recusal by Trustee Primitivo Cruz, and six votes in favor, the Board approved Tab 4.

There were no questions and this concluded the Finance/Facilities Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
August 30, 2017**

RESOLUTION #2017-242-04

TO APPROVE CONTRACTS

To approve a contract with Lyft to provide alternative transportation options for RCBC students for FY18 in an amount not to exceed \$5,000.00.

- B. **Personnel Committee:** No Personnel Action.
- C. **Academic Committee:** Chair George Nyikita reported on behalf of Committee Chair Daniel Gee, who was absent.

Chair Nyikita proceeded with a review of the following resolution for the Board's consideration:

Academic Committee Action (Resolution(s) for Approval)

Tab #5: Resolution #2017-242-05, A Resolution to approve an agreement with Virtua Health, Inc. for facilities usage for clinical training and instructional purposes of our diagnostic medical sonography program from August 31, 2017 through August 31, 2020.

Mr. Nyikita requested a motion to approve Tab 5. On motion by Trustee Mickey Quinn, second by Trustee Christopher Brown, and a unanimous vote in favor, the Board approved Resolution 5.

COMMENTS FROM THE PUBLIC

Chair Nyikita invited comments from the public. There were none.

COMMENTS FROM THE BOARD

Chair Nyikita invited comments from the Board. There were none.

OTHER BUSINESS

No other business.

ADJOURNMENT OF PUBLIC SESSION

Chair Nyikita called for a motion to adjourn the Public Session. With no further business, Trustee Jamie Martin made the motion, second by Trustee Renee Liciaga, and by unanimous vote in favor the Board of Trustees' Meeting adjourned at 9:11A.M.

Respectfully submitted,

Mr. Michael Cioce
Acting President and Board Secretary

MC:imd