

LAKE TECHNICAL COLLEGE
Board of Directors Meeting
May 13, 2019
4:30 p.m.

OPENING:

The Board of Directors for Lake Technical College held a Meeting on Monday, May 13, 2019. Chairperson, Fire Chief, Richard Keith called the meeting to order at 4:30 p.m. in the Board Room, Eustis, Florida. Copies of the tabbed items will be included with the final, approved copy of the Meeting Minutes.

CALL TO ORDER:

The Pledge of Allegiance followed by a Moment of Silence

DETERMINATION OF A QUORUM:

Present:

Board Chairperson: City of Tavares Fire Chief, Richard Keith; Director; Mr. Mickey Gauldin; Mr. Fred A. M. Cobb; Mrs. Judy Beda

Board Officers: President, Dr. Diane W. Culpepper, PhD, Treasurer, Lorraine Foster, and Secretary, Lana F. Payne

Absent:

Vice-Chairperson, Dr. Isaac Deas; Director Member: Mr. C.A. Vossberg

MEETING MINUTES OF MARCH 4, 2019 MEETING The Minutes of the March 4, 2019 Board Meeting as written were approved *M/S/P (**motion made, seconded, passed*); no Members abstained.

PROGRAM SPOTLIGHT: Chairperson, Richard Keith introduced Mr. James Dillon, City of Tavares Public Works Director. Mr. Dillon has former experience working for the Public Works Department in Winter Garden and has been working for the City of Tavares for two years. He was invited to speak about potential partnership between the City of Tavares and Lake Technical College (LTC). Mr. Dillon met Dr. Culpepper several months ago through Chief Keith and he shared an idea he had about a potential new partnership between the City of Tavares and LTC's transportation programs. Dr. Culpepper has met with Mr. Dillon and Director, Mrs. Stephan, regularly about the potential partnership and the opportunities it will provide in Lake County.

Mr. Dillon discussed the challenges he has faced hiring qualified individuals while working for the City of Tavares Public Works department; finding individuals with the right qualifications for diesel and automotive. He stated that the City of Tavares has hiring prerequisites; for example, hiring individuals with Automotive Service Excellence (ASE) or Emergency Vehicle Training (EVT) Technician certifications; not only to meet National Fire Protection standards, but the EVT certification is necessary to be able to work on fire trucks, ambulances, and police cars. He began to think about the idea of partnering with a school and after researching this possibility, he found that partnerships between municipalities and schools do not exist and he wondered; why?

He said that the concept would be to combine the two; a municipality and a school, which would work side by side, with the hope of offering internship programs and to create an EVT curriculum. Conceptual information was distributed to Director Members.

Mr. Dillon stated that not being able to find qualified and certified candidates to fill positions creates a tremendous strain on the departments operations as well as safety operations. He felt that this partnership

would be a solution for both city and school. Currently, if one of the city's public service vehicles needs repair; it takes months to have it repaired and returned to the City of Tavares. The training and classes for fleet maintenance and EVT are offered as far away as Tampa. This prerequisite could now be met locally through this partnership. Dr. Culpepper stated that the facility has the potential to grow regionally and could become an epicenter for the County.

Dr. Culpepper informed Members that in addition to the regular meetings with Mr. Dillon, they have also been involved in a charrette with the architect to get a conceptual look at the project; have visited other automotive and diesel programs in sister-schools around the state. They are actively researching grants to secure funding for this project. She feels they are now poised with some good information going forward. She said that currently, the school's facilities for these programs are old, small, and in need of upgrading. This is a way for LTC to get a new facility for those programs. Initially, LTC may offer apprenticeship-type programs with the ultimate goal of moving Automotive Collision Technology Technician, Automotive Service Technology 1 & 2, and Diesel Systems Technician 1 & 2 programs to a new facility on the Tavares City property. Mr. Dillon explained that individuals must complete a certain amount of hours working on fire engines, ambulances, and police cars to be able to take the EVT Technician exam. This program will give the students those hours. Dr. Culpepper stated that there will be many graduates, and she does not expect the City of Tavares to offer jobs to every student that completes the program; however, the students will benefit by being involved in hands-on experiences from the beginning and will find jobs in many different places.

Dr. Culpepper said although this idea is all conceptual and everything depends on funding, they are already looking into grants such as the Economic Development Agency (EDA) grant, Department of Economic Opportunity (DEO) grants from the state, and the National Science Foundation (NSF) offers grants. She said LTC is not eligible to write for this grant (because it is not degree granting); however, Lake-Sumter State College (LSSC) President, Dr. Sidor, has expressed his desire to be a part of this project and in partnership with LSSC, LTC may be able to work on an NSF grant.

Discussion ensued among Members regarding the size of the city's facilities; being able to absorb all three automotive programs; expected start date of this long-range project; and how much additional space will be needed to accommodate the school's needs. Mr. Dillon responded that the design model provided to Members was very compact; however, the city has enough real estate to expand facilities and that is why they are pursuing grant funding options. He said the city has budgeted for design in 2020 and plans to enter into construction in 2021. He said the charrette with the architect will depict state requirements and needs, and how the space will be utilized; the information should be available in a month. With no further questions from Members, on behalf of the Board, Chairperson Keith thanked Mr. Dillon for speaking. (*After confirmation as a new Board Member*), Mr. Steele, returned to the project discussion asking if there was a way to get a private, public partnership with E-One, or the ambulance manufacturer, to make it easier when requesting money to fund the partnership project. Mr. Dillon commented that this is great advice and he confirmed that he is working on that as part of this project. Members agreed there was good potential with this partnership.

IT WAS THE CONSENSUS OF THE BOARD THAT DR. CULPEPPER CONTINUES TO PURSUE THIS PARTNERSHIP OPPORTUNITY.

REPORTS: None.

UNFINISHED BUSINESS: None.

CONSENT AGENDA – May 13, 2019 (*Tabs 2-5*) approved M/S/P; no Members abstained.
The Consent Agenda items of March 4, 2019 were approved M/S/P; no Members abstained.

Request to Hire: (*2018-2019 Main Campus & Institute of Public Safety*)

Full-time, 4531:

- **Non-Instructional, Non-Bargaining – Career Advisor** – Donaldson, Lyndi (*161360*)
- **Instructional – EMT/Paramedic** – Garbaravage, Joseph (*104111*)

Part-time, 4531:

- **Teacher, PT Corporate & Community Training** – Nixon, Michael (*161066*)
- **Teacher, PT Health (EMT)** – Kieffer, Carsten (*161383*), Brown, William Sam (*147310*), Lampp, Donald (*161316*), Ledford, Sam (*161319*)
- **Teacher, PT Health (LPN Clinical)** – Keefe, Dawn (*TBD*), O’Neil, Linda (*TBD*)
- **Teacher, PT Tech Trade (Welding)** – Bliss, Shane (*161382*)

Part time, 4535:

- **Teacher, PT Public Service** – (Firefighting) Chavers, Nichole (*161276*), Donaldson, Jerry (*161384*), Steven B. Hage (*161105*), Lewis, Nicholas (*161277*)

Transfer, Retiring, Resignation, Termination (*Tab 2*): (*2018-2019 Main Campus*)

Full-time, 4531:

- **Custodian** – Main Campus – Packard, Daniel (*156211*), *transfer effective 04/25/19*
- **Student Information Analyst – Data** – Szasz, Barbara (*152537*) *resignation effective 08/01/19*
- **Teacher, Health Job Prep – CNA** – Finotti, Cheryl (*159420*), *resignation effective 06/13/19*
- **Teacher, Industrial Job Prep – Culinary** – Evans, Lynette (*155168*), **Machining** – McMahan, Chris (*159838*) *resignations effective 06/13/19*
- **Teacher, Health Job Prep – LPN** – Srock, Charles (*157810*), *retirement effective 06/13/19*

2019-2020 LTC Faculty and Non-Instructional Calendars (*Tab 3*)

- *LTC 206-Day Faculty/Staff Calendar*
- *1155 Hours –Student Calendar (LTC Full-Time)*
- *LTC 247-Day Faculty/Staff Calendar*
(*LCS Calendars provided as information only*)

Property Disposition and Non-Cash Contributions – (*Tab 4*) (*4th Quarter Report*)

2019-2020 Agreement between Lake Technical College and Tarsha R. Jacobs CPA (*Tab 5*)

NEW BUSINESS: (*Tabs 6-15*) approved M/S/P; no Members abstained.

Attorney Kevin Stone review of Florida Sunshine Law and Lake Technical College's Public Comment Policy (Tab 6): *Board Members approved a request by Chairperson Keith to change the order of the Agenda; moving to Tab 7 to accommodate Attorney Stone's late arrival.*

Returning to Tab 6 discussion, Chairperson Keith stated to Members that the Florida Sunshine Law impacts the Board and he welcomed Attorney, Kevin Stone who was invited to provide a refresher segment for Members. Attorney Stone stated that with the expansion to the Board there is no better time to provide a refresher segment; he likes to provide annual refresher segments to all of the Sunshine Boards that he represents. He said that LTC's Board is different in that it's not an elected body. LTC's Board represents a non-profit corporation in the State of Florida that operates a charter technical career center; which by statute, is subject to the Florida Sunshine and Public Records Laws. He explained that there are entities advocating for open government and transparency who are professional attorney's fees generators with a purpose to sue local government entities for mistakes made in these two areas. While there are all kinds of ethics rules; the two topics he will address are the Public Records Law and the Sunshine Law; which are often discussed together because they are similar to each other. Attorney Stone defined the following:

- **The Sunshine Law** involves what people do. Meetings must be conducted in the public, with prior reasonable notice, and Meeting Minutes must be taken. The Board of Directors cannot hold Meetings unless staff issues a Meeting notice and ensures that the meetings are accessible to the public. Any communication or conversation about LTC issues or anything that would be foreseeable to come before the Board and discussed by two or more Director Members is considered a Meeting. This includes conversations by phone, e-mail, or asking one Board Member to relay information to another Board Member and then getting a response back. Trouble occurs when there is not reasonable notice, no Minutes taken, or by not making the meeting accessible to the public. He mentioned that as a volunteer Board, it is easy to have a meeting without intending to. Director Members must be careful that when they see each other at school functions to not discuss the business of LTC. He informed Members, if they discuss the business of LTC intentionally, it is a crime.
- **The Public Records Law** involves the documents, recordings, tapes, videos, and other items outlined in the statute. Any document that is generated and intended to communicate, preserve, or transmit information associated with LTC, (a public agency), is considered a public record and is subject to being inspected or copied by any person who asks anonymously or verbally; the request does not have to be submitted through a formal channel nor does the request have to be for a specific document (example: a Personnel form or Minutes of a Meeting.); a Public record is considered anything electronic, paper or video or anything that is generated for the intention to perpetuate, formalize, or communicate information having to do with LTC is considered a public record.

He said it is important for staff to know that fees may be charged to the requestor for copies or for the expense in researching information, and the agency can request a reasonable time to gather the information for the request.

It is important for Board Members to know they are obligated to preserve everything. This includes any hand-written notes or reminders-to-self during a Meeting; it is all considered a public record.

He recommended that if a Member no longer wishes to keep their information filed, they should provide it to the public agency so their records are kept according to state public record storage and disposal guidelines. He said it is very important that Members be careful about the type of messages they create, before they create one; to consider whether or not they are creating a record that can be saved and understand that whatever it is that is in their possession, is a public record and that anyone who requests to look at a record; can.

Attorney Stone informed Members that phone call conversations or discussion are not subject to the Public Records Law. But, Members are obligated to provide anything deemed a public record; including e-mail in In-boxes, texts messages, Facebook posts, or any communication to the public via electronic device. Deleting a Facebook post could be deemed as destroying a public record. Any questions of sensitive nature should be communicated to Dr. Culpepper by phone. Board of Director Members are allowed to speak to the attorney, school administrators, or school staff about LTC business; this is not a law violation.

Members were also advised to please contact the attorney or school when they receive requests for public records. He said the length of time that a public record is kept depends on the type of record. The State of Florida's Records Retention Schedule provides a guideline. There is a Supplemental Retention Schedule that pertains to school boards and addresses student records, which LTC may be affected by, where other agencies may not handle those types of records. Some records must be stored permanently, but records that can be disposed of are required to be logged. As for public records, regardless of who is communicating, those records are subject to the Public Records Law. Chairperson Keith informed new Members that when Board Secretary, Mrs. Payne, communicates to Director Members, she includes a reminder to not select "reply all" if response is necessary to avoid conducting LTC business among multiple Members. Members can select "reply" and directly respond to Mrs. Payne or Dr. Culpepper in e-mail. Attorney Stone recommended that Members forward any e-mail communication to Dr. Culpepper so that the school can handle these items appropriately because a misconception by the public about a Board, is that no one Member can speak on behalf of the Board in any authority. Until a particular item is brought before the Board, there is no way of knowing the Boards consensus as a whole and Director Members do not serve as day-to-day operational management of LTC; Members represent a corporate Board that governs and oversees hiring/firing of management at LTC.

IT WAS THE CONSENSUS OF THE BOARD THAT THE INFORMATION SESSION WAS A GOOD REMINDER FOR EVERYONE WORKING FOR THIS PUBLIC AGENCY AND THAT THE SEGMENT WILL BE CONDUCTED ON AN ANNUAL BASIS. *Attorney Stone addressed the Public Comment tab listed at the end of the agenda at this time. The information is provided in that tab in the Meeting Minutes.* Chairperson Keith and Dr. Culpepper thanked Attorney Stone for attending the Meeting and providing insight into these important topics.

Charter Board of Directors – Board Member Replacement (Tab 7): *Board Members approved a request by Chairperson Keith to change the order of the Agenda; Tab 7 preceded Tab 6 due to late arrival of Attorney Kevin Stone.*

Chairperson Keith stated that founding Charter Board Member, Mr. Joe Baxter, resigned from the Charter Board of Directors. He welcomed three local business professionals to the meeting; each submitted resumes in interest of serving as Director Members. He thanked each of them for being in attendance. Chairperson, Keith began by read from the LTC Bylaws:

Article 4; Section 1: *“The business of this organization shall be managed by the Board of Directors consisting of no less than five (5); no more than nine (9) Members.”*

Section 2: *The Directors shall be elected and shall hold office for a two-year term; with those Director positions whose terms are expiring filled annually. The election of any Director shall be by majority vote of the existing Directors at any Special or Regular Meeting.*

Section 3 – Chair of the Board: *“The Board of Directors shall elect a Director to serve a Chair of the Board. The Chair shall serve a term of one-year commencing July 1st and running through June 30th and shall set the Agenda and preside at all Meetings of the Board of Directors.”*

Section 10 – Vacancies: *“Vacancies of the Board of Directors shall be filled by a vote of the majority of the remaining Members of the Board of Directors for the remainder of the term vacated.”*

The Director Members briefly introduced themselves to the candidates. Chairperson Keith also provided information about the Members not present. Each of the candidates had the opportunity to introduce themselves and describe their interest in serving as a Director Member. (Resumes for all candidates were provided to the Board Members in advance of the Meeting and will be included with the final, approved copy of the Meeting Minutes).

- **Mr. Tim Morris, Owner, Ernie Morris Enterprises** –A recommendation by Dr. Sidor, President of LSSC. Mr. Morris, serves on multiple local boards including the LSSC Board of Directors. His participation provides an opportunity for LTC and LSSC to share a Board Member.
- **Mr. Gerald “Jerry” R. Cobb, Owner, Cobb’s Tractor Supply** –Mr. Cobb owns a local tractor supply business in Eustis. He has strong ties to LTC as a former student and instructor and continues to be a business partner and strong supporter of the school.
- **Mr. David Steele, Central Florida Health** – A recommendation by Member, Judy Beda. He has worked in Health Care since 1990 with a background of Information Systems and Finance.

Chairperson Keith notified candidates that the Board meets quarterly; it was his intention to fill Mr. Baxter’s vacancy at this Meeting.

Members discussed that it was refreshing having three new candidates interested in serving; that each candidate had outstanding professional backgrounds and quality candidates. Members agreed that with the growth of the school, it is important to have the additional representation to be able to better attend or participate in the school’s many functions that occur throughout the school year.

Members approved expanding the Charter Board of Directors to nine (9) Members; an acceptable number as outlined by the schools By-laws. Members agreed to accept all three applicants as Board of Director Members and that the additional Members would be a benefit to the school in the future. Members agreed that the Director Members remain an odd number Board; five (5) Members being a quorum for nine Members.

Recognizing the increase to nine Members, Chairperson Keith asked applicants if they were still in agreement to serve on a nine-Member Board instead of a seven-Member Board. All candidates acknowledged “yes”. The new Director Members were invited to join the Board of Directors panel at the front of the room and were thanked for their time and for attending the Meeting. *Chairperson Keith acknowledged arrival of Attorney, Kevin Stone and returned to Tab 6 of the Meeting Agenda.*

Election of 2019-2020 Charter Board of Director Members – Nominate and Approve 2019-2020 (Tab 8 a):

IT WAS THE CONSENSUS OF THE BOARD THAT NEW DIRECTOR MEMBER, MR. DAVID STEELE, BE NAMED TO FILL THE VACANT SEAT OF FORMER DIRECTOR MEMBER, JOE BAXTER (AN EVEN YEAR MEMBER WHO RESIGNED MID-TERM IN THE 2018-2019 SCHOOL YEAR) AND AS A NOMINATED AND APPROVED MEMBER WILL SERVE THE REMAINDER OF THE EVEN YEAR TERM THROUGH 2022 AND TO CONFIRM DIRECTOR MEMBER MRS. JUDY BEDA, NEW MEMBER, MR. GERALD COBB, CHAIRPERSON RICHARD KEITH, NEW MEMBER MR. TIMOTHY MORRIS, AND MEMBER MR. C. A. VOSSBERG SERVING ODD YEAR TERM THROUGH 2023; KEEPING HALF OF THE CHARTER BOARD MEMBERS ON TWO-YEAR CYCLES:

EVEN YEAR	ODD YEAR
Next Approval, 2021-2022 SY	Next Approval, 2022-2023 SY
Member Fred A.M. Cobb	Member Judy Beda
Vice-Chairperson Isaac Deas	Member Mr. Gerald Cobb
Member Mickey Gauldin	Chairperson Richard Keith
Member Mr. David Steele <i>replacing Joe Baxter in the 19-20 School Year</i>	Member Mr. Tim Morris
	Member C. A. Vossberg

Nominate and Approve 2019-2020 Chair and Vice-Chairpersons (Tab 8b):

IT WAS THE CONSENSUS OF THE BOARD THAT MEMBER, CHIEF RICHARD KEITH CONTINUE SERVING IN HIS POSITION AS CHAIRPERSON AND MEMBER, DR. ISAAC DEAS CONTINUE SERVING IN HIS POSITION AS VICE-CHAIRPERSON OF THE CHARTER BOARD.

RFA: 2019-2020 Election of Board Officers (Tab 8c): The Bylaws state: *“The officers of the organization shall be President, Secretary, and Treasurer, each of whom shall be elected by the Board of Directors and may be employees of Lake Technical College. The officers of the organization shall be elected annually by the Board of Directors at the meeting after the annual meeting, or as soon thereafter as practical. The Officers of the Corporation shall serve as ex-officio members (without vote) of the Board.”*

Members approved the Executive Director’s recommendation to reinstate for the 2019-2020 school year:

- Board President: Executive Director, Dr. Diane Culpepper
- Board Treasurer: Business Manager, Mrs. Lorraine Foster
- Board Secretary: Senior Executive Specialist, Mrs. Lana Payne

At-A-Glance Budget Summary January – March 31, 2019 (Tab 9): (no action required)

The 3-Month At-A-Glance Summary was reviewed by Business Manager and Board Treasurer, Mrs. Lorraine Foster. There was no discussion by the Board.

RFA: 2018-19 Budget Amendment - LTC Fund 100 (Tab 10): Mrs. Tarsha Jacobs, CPA, introduced herself to new Members and provided information regarding her professional background. She provided an update regarding the Fund 100 Budget Amendment stating that the overall budget is nearly the same. There are some differences to line-items; revenue, and salary updates were made as well to help reflect staffing changes from the beginning of the year; to-date. This included expenses for part-time instructional and contract changes, PELL insurance changes, Health Insurance changes are some of the changes reflected in this amendment. She requested approval of the amendment.

2019-2020 Lake Technical College Program Fee Schedules (Tab 11): Mrs. Stephan reviewed with Members the 2019-2020 LTC College fee schedule which was provided in advance for review and the document is on file with the official Meeting Minutes of the Board.

RFA: Non-Instructional Stipend (Tab 12): Dr. Culpepper requested approval of a one-time stipend for a non-instructional, non-bargaining employee who worked additional duties assigned during the 2018-2019 School Year in the Financial Aid and Testing departments. Her position as a Records Specialist (C08) is to provide support to the Admissions Office. The duties of these offices are performed by positions of a different pay-grade; Industrial Assistant (C09) and Financial Aid Specialist (E12). The amount outlined on the Request for Approval reflects the difference in hourly rate of the positions indicated above. Dr. Culpepper stated that employee provided reliable support throughout January – April, 2019. An hour's breakdown and rate calculation accompanied the Request for Approval.

RFA: 2018-2019 Assessment of Executive Director by Board Members (Tab 13): Members had prior review of the Campus Climate Survey Reports, Instructional Survey Report, and Classified Staff Survey Reports. The results of the Board of Director Survey Report was presented with tab 13. Dr. Culpepper received the highest rating of Satisfactory. Following the meeting, Chairperson, Chief Richard Keith, will meet with Dr. Culpepper to complete the LCS online assessment on behalf of all Members. Members agreed that Dr. Culpepper has demonstrated satisfactory performance of her assigned duties for the current school year 2018-2019.

RFA: 2019-2020 Executive Director Reappointment Resolution (Tab 14): Chairperson, Chief Richard Keith read the 2019-2020 Reappointment Resolution. IT WAS THE CONSENSUS OF THE BOARD TO REAPPOINT DR. DIANE CULPEPPER, EXECUTIVE DIRECTOR FOR THE 2019-2020 SCHOOL YEAR.

RFA: 2019-2020 Executive Director Personnel Resolution (Tab 15): Chairperson, Chief Richard Keith read the 2019-2020 Personnel Resolution. IT WAS THE CONSENSUS OF THE BOARD TO APPROVE DR. DIANE CULPEPPER, EXECUTIVE DIRECTOR TO ACT ON PERSONNEL APPOINTMENTS ON BEHALF OF THE BOARD OF DIRECTORS IN THE 2019-2020 SCHOOL YEAR.

Board Chairperson Report: Chairperson, Richard Keith mentioned several graduation ceremonies will be taking place as the school year comes to an end. He encouraged Members to participate as much as possible to show support to staff and students.

Executive Director's Report: Discussion topics. (Tabs 9-10 Items required no Board action).

- **Legislative Update:** Dr. Culpepper stated that the legislative session is over. It was an interesting session with a lot of new people in Tallahassee; both in the Florida Senate and the House of Representatives as well as a new Governor and new Commissioner of Education. She stated that Chancellor Duckworth did not tender a resignation; however, he has been reassigned to another location. His replacement is not yet known. LTC ended up with an additional \$60,000 in its budget than this time last year. Employee insurance costs will be increasing several thousand dollars per employee in the 2019-2020 school year. She stated that a large piece of legislation was passed; 7071, she has already provided information about this to faculty. There will need to be discussions with both the K12 and State College systems in the near future. This session included much discussion about charter and private schools on the subject of giving public funds to private schools. In July, she can provide a better update. Member, Timothy Morris stated that it was an unusual year. The Governor's agenda was unknown; except for the focus on

charter schools. He said Mr. Eric Hall is the new Chancellor of Innovation in the Florida Department of Education (FLDOE); his background is charter school innovation. The funding received by the state college system was not as favorable as they were hoping.

- **Charter Career Technical Center in Sumter County** – Dr. Culpepper and Dr. Sidor have been in discussions about developing a charter career technical center in Sumter County. The center would be sponsored by Lake Sumter State College (LSSC) and he would like LTC to be a partner. It is still in a very conceptual layout; there are many details to be worked out yet. Other partners include Sumter County Economic Development, Sumter County School District, and The Villages Charter School.
- **2022** – As a part of strategic planning, work sessions will be scheduled throughout 2019-2020 to discuss Human Resources and Payroll components in preparation of the transition year.
- **Tour of Greenville Technical College – March 15, 2019** Dr. Culpepper, Mrs. Stephan, Mrs. Laurie Bryant, and Program Specialist for Corporate & Community Training, and Mr. Brandon Maltuka from Lake County Board of County Commissioners (LCBCC) Economic Development division, toured Greenville Technical College in South Carolina. The school has a huge manufacturing center and an outstanding partnership with their local industry. LTC has signed an agreement with the National Aeronautics and Space Administration (NASA); students of the Machining Program will be building parts for a locker that will in the space station. She stated that the students are quite excited about that. The Welding Program is working to become an Authorized Training Facility (ATF) which will allow LTC to officially certify welders; students of LTC and individuals from the community. She stated that this will be a revenue generator because the closest ATF facilities are in Gainesville and Tampa.
- **SkillsUSA State Conference** (*update*) There were two state winners from LTC; however, no students won first place. For the first time in many years, there will be no students going to National competition.
- **The Chamber Alliance of Lake County – Leadership Award**
2019 Lake County Community Service Award – Dr. Diane Culpepper May 8, 2019 @ 6:00 p.m.

Campus Life Calendar – May 2019 (*provided as information*)

PUBLIC COMMENT: None. (*Attorney Stone addressed in Tab 6 New Business*) Chairperson Keith stated that LTC currently does not have Public Comment policy and very rarely does a public person attend an LTC Meeting and request to comment about an agenda topic or about non-agenda items. Members were provided a new Public Comment Policy in advance as part of Tab 6a prior to the Meeting for review. Attorney Stone commented that recent legislation expanded the right of public dispute on any proposition that came before a public Board; that anybody can speak. That legislation applies in the new LTC policy; however, with parameters and control. It is LTC's discretion to set a time limit on speech or to be able to appoint an individual representative for large groups. He stated there are also exceptions outlined in the policy.

IT WAS THE CONSENSUS OF THE BOARD THAT THE NEW POLICY WAS ACCEPTABLE, NEEDED, AND IN EFFECT FOR FUTURE MEETINGS.

DATE/TIME OF NEXT MEETING:

Proposed pre-scheduled meetings for **2019-2020** school year:

- First Quarter Monday, July 22, 2019 (4:30 p.m.)
- Budget Meeting Monday, September 16, 2019 (4:30 p.m.)
- Second Quarter: Monday, December 16, 2019 (4:30 p.m.)
- Third Quarter: Monday, March 9, 2020 (4:30 p.m.)
- Fourth Quarter: Monday, May 18, 2020 (4:30 p.m.)
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ADJOURNMENT: Meeting adjourned at approximately 6:26 p.m. M/S/P; no Members abstained.

Respectfully submitted,



Dr. Diane W. Culpepper,
Executive Director