

LAKE TECHNICAL COLLEGE
Board of Directors End-of-Year Budget Meeting
December 8, 2025 / 4:30 p.m.
Board Room, Building A

OPENING ITEMS:.....Chairperson

- Call to Order; The Pledge of Allegiance followed by a Moment of Silence
- Determination of a Quorum

DIRECTOR MEMBERS PRESENT:

Board Chairperson, City of Tavares Fire Chief, Richard Keith;

Board Vice-Chairperson, Mr. C.A. Vossberg;

Members: Mr. Mickey Gauldin; Dr. Isaac Deas; Mr. Gerald Cobb; Mr. Tim Morris, and Mrs. Bonnie Onofre

Chairperson, Richard Keith notified Members of the Board that he had not received confirmation from the Governance Training website acknowledging renewal of his Governance Training certificate. Therefore, Vice-Chairperson, Mr. C.A. Vossberg, led the Meeting.

PRESENTATIONS: None.

**MSP (*motion made, seconded, passed)*

**Copies of tabbed items will be included with the final, approved Meeting Minutes.*

APPROVAL OF THE MEETING MINUTES OF THE SEPTEMBER 15, 2025 MEETING (Tab 1)

The Motion for approval of the Meeting Minutes of the September 15, 2025 Board Meeting was approved.

***M/S/P.**

PUBLIC COMMENT: None.

REPORTS: None.

UNFINISHED BUSINESS: None.

CONSENT AGENDA (Tab 2 a -d): *(action topics)*

PERSONNEL: *(Main Campus & Institute of Public Safety 2025-2026 2nd quarter)*

(Charter Board Approval supports quarterly turnover reported by LTC to LCS Human Resources)

2a: APPOINTMENT, 2ND ASSIGNMENT, IN-HOUSE CHANGE ASSIGNMENT:

- **Adult Ed PT ADV FF** – Zuzchik, John C. (165681) *effective 09/29/25*; Rice John M. (171697) *effective 11/20/25*; Ridge Joseph L. (171777) (TBD) *Pending*; Ridge Michael W. (162187) *effective 11/20/25 Recommendation to Appoint 2nd part-time assignment*

2b: REQUEST TO HIRE:

- **Teacher, Industrial Job Prep (Cloud/Info. Tech)** – Padala, Vikram (171780) *effective 09/26/25*
- **Teacher, Health Job Prep PLGNY** – Ojeda-Martinez, Yvonne (171339) *effective 11/12/25*
- **Adult Ed Part-time AEG (ESOL)** – Rivera-Ruiz, Natacha (162753) *effective 10/06/25*; Shull, Lindsay (171958) *effective 10/28/25*;
- **Adult Ed Part-time Health (Clinical)** – Santiago, Glenda (171943) *effective 10/29/25*
- **Adult Ed Part-time Health (EMT/Paramedic)** – Armas, Christina (171941) *effective 11/04/25*

- **Adult Ed Part-time Firefighting** – Benway, Christopher (171664) *effective 10/27/25*; Edwards II, Michael S. (171663) *effective 10/27/25*; Green, Benjamin (165963) *effective 11/17/25*
- **Adult Ed Part-time Law Enforcement** – Andreano, Jack (171950) *effective 10/27/25*; Campbell, Brian (171951) *effective 11/03/25*; Counts, Melissa (TBD) *Pending*; Norton, Casey (171957) *effective 11/17/25*; Sharbaugh, Michael (TBD) *pending*
- **Adult Ed Part-time Tech Trade VP** – Schlagel, Amanda (171813) *effective 09/22/25*

2c: NON-REAPPOINTMENT, RESIGNATION, RETIRING, TERMINATION, OR TRANSFER:

- **Adult Ed PT GED ELCE** – Ortiz, Jessica (171782) *effective 09/23/25*
- **Adult Ed PT GED AEG2** – Torrance II, Rodney H. (126100) *effective 07/01/25*
- **Teacher, Health Job Prep (EMT/Paramedic)** – Gault, Jacob (165352) *effective 10/20/25 (Remains active Adult Ed PT Health (EMT/Paramedic))*

**2d: Property Disposition (2nd quarter reports)
Non-Cash Donations**

NEW BUSINESS: (Tabs 3 – 5)

At-A-Glance Budget Summary (Tab 3) (*Review; no action required*) Assistant Director of Finance-LTC, Mrs. Amy DiNella reviewed the Lake Technical College (LTC) 3-Month At-A-Glance Budget Summary, August 31, 2025 – October 31, 2025. The financial status report is on file with the official Meeting Minutes of the Board. With no further discussion by the Board following her review, Vice-Chairperson Vossberg thanked Mrs. DiNella for her report.

2024-2025 BKHM Final Financial Statements June 30, 2025 (Tab 4) (*action required*) CPA, Mrs. Tasha Jacobs, reviewed each section of the 51-page Financial Statement ending June 30, 2025 and provided a detailed summary of each section; referring Members to page 47 of the report which indicated an auditor finding pertaining to appropriations awarded to LTC and LTC's response on page 51.

Following the review, Chairperson, Chief Keith complimented staff, referring to page 6 of the report; Capital Assets, stating that every item listed has direct-ties to student success and impact on programs. Member, Bonnie Onofre questioned how students, or the general public, are made aware of these types of contributions; because, without this knowledge, it is easy to take these purchases for granted. Mrs. Thomas stated that news typically travels on an "as it impacts" basis. She shared students who are enrolled in the programs; and, who directly benefit, are very aware. She said the Program Advisory Committee Members learn about these types of purchases or changes at the Fall and Spring Meetings. She mentioned that Press Releases also announce some of the major purchases; but, generalized equipment is typically not announced. Chairperson, Chief Keith stated that Member Onofre makes a good point. He mentioned, for example, the specialized forklift that was purchased for use specifically in the Welding and Center for Advanced Manufacturing (CAM) programs; making it more efficient to move materials into the shop by being able to maneuver in different directions based on the length of materials that are delivered. He stated that most students; really most people, do not have a chance to see machinery that functions like that and to know that LTC is the only career technical school that has such state-of-the-art equipment. He said the building was built in the 1960's and although maintained beautifully, it might be what people remember after visiting the school. There are state-of-the-art Health Science manikins as well that fall into this same category. Mrs. Thomas mentioned that Mrs. Frazier is currently working with a new videographer to create more promotional-type messages for social media, those videos will show a lot of that technology and some of the new buildings that are going to be used in the near future.

With no further discussion or questions, Mrs. Jacobs requested approval of the Financial Statement ending June 30, 2025 to conform to state standard accounting and mandates. *M/S/P. The Financial Statement ending June 30, 2025 is available on the LTC Website: laketech.org.

RFA: 2025-2026 Annual Stipend for Safe School Officers (Guardians) (Tab 5) (action required) Mrs. Thomas reminded Members that the LTC Safe School Officer stipend is requested annually for individuals who voluntarily trained and serve as certified Safe School Officers (Guardians) and incur additional expenditures for supplies and equipment needed to protect students, employees, or guests of LTC. The Executive Director recommends continuing with the \$2,000 annual stipend for the 2025-2026 SY to help offset additional costs of duty-related expenses such as ammunition when practicing and for purchase of a personal holster; not costs of the weapon itself.

Member, Mr. Cobb questioned how many officers are assigned to this duty at LTC currently. Mrs. Thomas stated there is currently one, although there is also armed security on the campuses.

Vice-Chairperson, C.A. Vossberg questioned if the amount was still sufficient to cover costs involved. Mrs. Thomas stated yes. Member, Mickey Gauldin confirmed that the stipend amount does not cover the costs of the weapon purchase. Mrs. Thomas stated that is correct; the LCSO issues standardized pistols, and provides ammunition for a live-fire situations. When the individuals are no longer serving in the capacity of Safe School Officer, the weapon is returned to the LCSO. All other expenses, such as ammunition for practicing, are the responsibility of the Safe School Officer. *M/S/P.

BOARD CHAIRPERSON REPORT: Open discussion. Chairperson, Chief Keith stated that following this Meeting, he plans to attend the Graduation at IPS for the EMT/Firefighting Combo Class 138 @ 6:00 PM as mentioned in the Upcoming Events below and he also thanked Member, Mickey Gauldin for bringing the cookies that he and his wife share annually with the Board and LTC staff members. Mrs. Thomas agreed and encouraged everyone to partake and enjoy them. He thanked Member, Bonnie Onofre for attending the nursing program's Capping and Pinning ceremony in December.

Vice-Chairperson, C.A. Vossberg recognized Mrs. Thomas for her recent nomination to serve a second term on the Council of Occupational Education. Mrs. Thomas thanked the board and stated that she just completed her first three-year term and at last month's annual meeting, she was nominated to serve a second term. She said she is grateful for the opportunity and ability to do this work; and, although it is a lot of work, it is a good opportunity for LTC.

Reminder: 25-26 SY – Governance Training Status:

- Pending status - Chairperson, Chief R. Keith
- 2-hr refresher due 02/17/26 - Member, Bonnie Onofre
- 2-hr refresher due 04/06/26 - Vice Chairperson, C.A. Vossberg

(*log-in information will be provided by Board Secretary 1 month prior to renewal)

EXECUTIVE DIRECTOR REPORT: (non-action topics)

• **Construction updates –**

Lincoln Park Project – Phase I is underway and is ahead of schedule and under budget. This project is slated to be finished the third week of March 2026. New programs will start at the new facility in August 2026. In conversations with the team at Lake-Sumter State College (LSSC), concerning the Adult Education programs currently being offered at the Clermont campus; they are out of space, so LTC will be moving the GED prep and ESOL classes to the Lincoln Park campus and those classes will start in January 2026. There is an area needing less construction and with fresh paint and new carpet will be able to serve as classroom area for those classes until the construction project is completed.

Phase II grant funding has been received, and the design is being worked on. She is continuing to write an additional grant for funding to complete the project.

IPS Expansion Project – The slab for the IPS Expansion Project was poured a week ago and construction is on track to be finished by the end of June. The original locker rooms from the 1994 construction are being remodeled as part of the project. Other office areas and the parking lot will be under construction as well.

Renovation in Building II (*area that formerly housed the transportation programs*) – The design-build for Building II is completed, the final plans are received and work is expected to be done in three-months' time; sometime in June. This area is planned to house a new 320-hour Aluminum Welding and Fabrication program and Industrial Machinery Maintenance Technician program. It is the intention to run two cohorts of that each year. Mrs. Thomas commented that enrollment for the Welding program is beyond full and there is high-demand for certified welders in industry.

- **Grant updates** – No updates.
- **Kroger leaving Lake County** – Mrs. Thomas stated that she had the pleasure of attending the Lake County Board of County Commissioner's Meeting last week, and their team brought forth some information, after discussions with CareerSource Central Florida, LSSC, LTC, and some of the other educational providers, about the funds that had been previously allocated to Kroger this year and redirecting that to CareerSource to be able to offer scholarships or stipends to students that need to be re-skilled. She thanked Member, Tim Morris for his part as a Lake County Board of County Commissioner; and the unanimous vote by the county commissioners, for approving redirecting those funds. She stated that now there is a new program to help Lake County residents that were impacted by the situation with Kroger, to be able to be retrain and offer stipends to help with their household expenses.
- **Photo Updates for Board of Director and Board Officers** – Members who had photos made previously were issued their framed photos. Mrs. Thomas mentioned to Members that she plans to schedule a session for new photos in 2026. She will notify Members of the date.

UPCOMING EVENTS: (*non-action topics*)

Campus Life Calendar/Schedule of Program Graduation Ceremonies:

- **Monday, December 8, 2025 6:00 PM - IPS Class 138 Combo Graduation**
Eustis Community Center-601 Northshore Dr. Eustis FL 32726
- **Tuesday, December 16, 2025 6:00 PM - Eustis Paramedic Graduation**
Eustis Community Center-601 Northshore Dr. Eustis FL 32726

DATE/TIME OF NEXT MEETING:

Pre-scheduled dates remaining for 2025-2026 school year:

- 3rd qtr. – Monday, March 30, 2026 @ 4:30 p.m.
- 4th qtr. – Monday, May 18, 2026 @ 4:30 p.m. *Annual Meeting*
- Second, 4th qtr. – Monday, June 22 (or 29th), 2026 @ 4:30 p.m. *End-of-Year Budget*

ADJOURNMENT:

Respectfully submitted,



Mrs. DeAnna D. Thomas
Executive Director