

CABINET MEETING
MEETING MINUTES
February 16, 2021, 8:15 a.m.
Google Meet

MEMBERS (presence denoted by check):

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| ✓ Chris DeGeare | ✓ Kim Harvey-Manus | ✓ Allan Wamsley |
| ✓ Daryl Gehbauer | ✓ Dena McCaffrey | ✓ Tasha Welsh |

GUESTS: Mark Janiesch, Miriam Helms, Lisa Vinyard

| AGENDA ITEM | DISCUSSIONS/OUTCOMES |
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| Call to Order | Time: 8:15 a.m. |
| Budgeting and Forecasting Updates | Mark Janiesch did not give a monthly update as a separate budget meeting was held following the Cabinet meeting. |
| Approval of Minutes | <p>The minutes from the February 8, 2021 meeting were presented for approval.</p> <p>ACTION:</p> <ol style="list-style-type: none"> 1. Motion: Chris motioned to approve the February 8, 2021 minutes. <p>Second: Kim seconded. Vote: All approved.</p> |
| COVID Planning Review Alert Levels | <ul style="list-style-type: none"> ● The percentage of positive tests is down to 8.8%, moving to Level 2, Moderate Alert (Yellow). ● Jefferson County has downgraded alert status to Orange level. |
| FFCRA Leave | Discussed extension of paid leave as provided under FFCRA. Decided to extend it through April 30 then reassess. |
| Quarantine Update for Vaccinated Individuals | <p>The CDC released new guidance regarding quarantine for fully vaccinated individuals:</p> <ul style="list-style-type: none"> ● Vaccinated persons with an exposure to someone with suspected or confirmed COVID-19 are not required to quarantine if they meet all of the following criteria: <ul style="list-style-type: none"> ● Are fully vaccinated (i.e., ≥2 weeks following receipt of the second dose in a 2-dose series, or ≥2 weeks following receipt of one dose of a single-dose vaccine) ● Are within 3 months following receipt of the last dose in the series ● Have remained asymptomatic since the current COVID-19 exposure <p>Persons who do not meet all three of the above criteria should continue to follow current quarantine guidance after exposure to someone with suspected or confirmed COVID-19.</p> |
| JCA Facility-EMT/PAR Closure | Due to EMT/PAR program closure, impact on plans for JCA remodel need to be reassessed. |

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| | <p>ACTION:</p> <p>2. Daryl will review JCA plans with Dale and the project architect to come up with potential options for vacated 3rd floor space due to EMT/PAR closure.</p> |
| Extended Cabinet Meeting Schedule | <ul style="list-style-type: none"> ● Even though the February meeting was moved to the 23rd, the March meeting will still take place. ● Possible topics include Administrative Procedure on shared governance at Jefferson College; Academic Plan updates; and, the Student Services Plan. There may also be another round of rapid prototyping. |
| Mandatory Meal Plans-Viking Woods | <p>ACTION:</p> <p>3. Kim and Daryl will prepare a list of questions, and Daryl will arrange a meeting with Mike Kumpf to review.</p> |
| Day of Service/Permission Form | The College will require parental permission for students under 18 to participate in the Day of Service on campus this year. |
| VSIP | Discussed eligibility for compensation study increases. Decided to provide increases to eligible VSIP participants. |
| Inclement Weather/Remote Work Announcement | If the College is open, employees should be at work unless remote work is approved by the supervisor. |
| Standing Agenda Items: Action Items List | The Action Items list was not reviewed. |
| Remote Work Requests | No discussion. |
| Strategic Workforce Planning | No discussion. |
| Events Calendar | Approved Smash Bros event with Sarah Lafser as a sponsor. |
| Purchasing | CARES Act Purchasing <ul style="list-style-type: none"> ● CARES Act Funding Spreadsheet 2-12-21 |
| Enrollment | No discussion. |
| Budget | Meeting with Board Budget Subcommittee 2/17. |
| Integrated Planning | There will be a rapid prototyping session during the Extended Cabinet meeting in February. |
| Reports | No administrative reports were given this week. |
| Adjournment | Time: 9:00 a.m. |
| Additional Documents | Attached documents reviewed during this meeting: <ol style="list-style-type: none"> 1. Alert Levels, Triggers, & Activities |