District Board of Trustees
Board Meeting Minutes
June 16, 2026
Pensacola Campus – Broxson Hall

Board Workshop

Ms. Anita Kovacs presented a detailed workshop outlining the proposed FY 2026-2027 Operating Budget, Salary Schedule, and Charter Academy Budget. The Salary budget included an across-the-Board $500 increase to the base salary plus a $3% salary increase for eligible full-time employees, effective July 1, 2026, as well as a $1 per hour increase for adjunct faculty effective with the fall term. Topics covered included:

- Proposed Unrestricted Current Budget
  - Student Fee Rates
  - 2026-2027 Salary Schedule
- Proposed Foundation Support
- Fund 7 Capital Outlay Budget
- Charter Academy Budget

Board Meeting

Present: Chair Zack Smith, Vice Chair Todd Leonard, Mr. George Atchison, Mr. Rick Byars, Dr. Brooke Snyder, Ms. Audrey McDonald, Mr. Ed Fleming, Mr. Richard Holzknecht, Mr. Oscar Locklin, General Counsel Braden Ball, President Dr. Ed Meadows and staff.

Absent: None

I. Call to Order

Chair Zack Smith called the meeting to order at 6:09 p.m.

II. Introductions/Recognitions

Dr. Meadows and Chair Smith welcomed new Trustees, Mr. Rick Byars and Dr. Brooke Snyder.

III. Approval of Agenda

Chair Smith called for a motion to approve the agenda. Mr. Locklin moved for approval, Mr. Fleming seconded, and the motion passed unanimously.

IV. Public Comments

There were no public comments.

V. Consent Agenda

Chair Smith advised that any item could be removed from the Consent Agenda for separate consideration. As no items were removed, Mr. Byars moved for approval of the Consent Agenda, Mr. Holzknecht seconded, and the motion passed unanimously.

A. Approval of the May 19, 2026 Minutes

B. Finance

   1. Grant Pursuits
      a. Commercial Motor Vehicle Operator Safety Training Program
      b. American History and Civics Education – National Activities
      c. Strengthening Institutions Program
      d. FIPSE – Basic Needs for Postsecondary Students Program

   Information Items

   1. Current Contracts as of May 31, 2026
   2. Budget to Actual as of May 31, 2026
   3. Finance Committee Minutes, May 2026

C. Academic and Student Affairs

   1. Dual Enrollment Articulation Agreement – Chesterton Academy of the Florida Martyrs

   Information Items

   1. Academic and Student Affairs Committee Minutes, May 19, 2026

D. Facilities

   1. Approve Change Order #003 – Morette Company – Pensacola State College Airframe & Powerplant Maintenance Training Facility – Deduct ($674,892.90) – Owner Direct Purchases and Sales Tax Savings. Add 35 days to the contract time due to weather delays.
   2. Approve Change Order #001 - Morette Company - Pensacola State College Training Center, Building 21 Renovation- Deduct ($166,751.85) - Owner Direct Purchases and Sales Tax Savings
   3. Approve Change Order #001 - Hanto & Clarke GC, LLC - Pensacola State College Diesel Maintenance Training Facility - Deduct ($723,276.68) - Owner Direct Purchases and Sales Tax Savings

   Information Items

   1. Annual Comprehensive Safety Report
      Ms. Bracken said she was pleased to report that the 2025-2026 Comprehensive Safety Report had no noted deficiencies. Florida Statute requires that every public college facility must undergo an annual fire safety inspection. The inspection covers all campuses, centers, and sites.

E. Human Resources

   1. Reappointments for administrative contracts for the 2026-2027 fiscal year:
      a. Executive and Professional/Managerial personnel recommended for Annual Contract for Fund 1
      b. Professional/Managerial personnel recommended for Month-to-Month Contract
      c. Professional/Managerial personnel recommended for Annual Contract for Fund 2 (provided grant funds are available)
      d. Faculty recommended for Annual Contract
      e. Faculty recommended for Lecturer Contract
   2. Change the job role of the existing funded and filled position of the Assistant Athletics Coach (Volleyball) at Level 2 on the Professional/Managerial Salary Schedule, to Director of Athletic

Communications and Game Day Operations, at Level 4 on the Professional/Managerial Salary Schedule. (Athletics)

3. Change the job role of the existing funded and filled position of the Assistant Athletics Coach (Softball) at Level 2 on the Professional/Managerial Salary Schedule, to the position of Assistant Softball Coach and Supervisor of Dormitories, at Level 3 on the Professional/Managerial Salary Schedule. (Athletics)

Information Items

1. Human Resources personnel transactions occurring in May 2026.

VI. Action Items

A. Finance

1. Fall 2026 Fee Change Requests – Approved

Ms. Anita Kovacs, presented the proposed fee changes, explaining adjustments to selected laboratory fees and the annual recalculation of the Full Cost of Instruction fee. She stated that the statutory public notice requirement has been met. Mr. Locklin moved for approval, Mr. Byars seconded, and the motion passed unanimously.

2. FY 2026-27 Purchase Orders Exceeding $325,000 - Approved

Ms. Kovacs presented the Fiscal Year 2026-2027 purchase orders exceeding $325,000 requiring Board approval in accordance with Board Policy 6Hx0.5.003. She noted that the purchase orders had been reviewed by the Finance Committee prior to the Board meeting. The proposed purchase orders included:

- Custodial Services – GCA Services Group
- Landscape Services – Brightview Landscape Services
- Copier Systems Replacement – CPC Office Technologies
- Transportation Services – Student Transportation of America (Transportation for Charter Academy Students)

Dr. Snyder moved for approval, Mr. Byars seconded, and the motion passed unanimously.

3. Foundation DSO Recertification - Approved

Ms. Kovacs presented the PSC Foundation Direct Support Organization Audit Review Checklist for annual recertification as the College's Direct Support Organization, as required by Florida law. She reported that the Foundation remains in compliance with all statutory requirements, and the annual audit found no deficiencies in internal controls. Dr. Snyder moved for approval, Mr. Holzknecht seconded, and the motion passed unanimously.

4. FY 2026-27 Unrestricted Operating Budget - Approved

Ms. Kovacs noted that a detailed budget presentation had been provided during the Board Workshop and the Finance Committee meeting prior to the meeting. She asked if there were any questions and recommended Board approval There being none, Chair Smith called for a motion to approve the Fiscal Year 2026-2027 Unrestricted Operating Budget that includes: a) Exhibit A , Unrestricted Operating Budget; b) Student Fee Rates; and c) 2026-2027

Salary Schedule Mr. Locklin moved for approval, Dr. Snyder seconded, and the motion passed unanimously.

5. FY 2026-27 Budgeted DSO Funding - Approved
Ms. Kovacs noted that the 2026-2027 DSO Funding requests had been reviewed in detail during the board workshop as part of the overall budget presentation. There being no questions, Chair Smith asked for a motion for approval. Mr. Locklin moved for approval and Dr. Snyder seconded, and the motion passed unanimously.

6. FY 2026-27 Unexpended Plant Fund Capital Outlay Budget – Approved
Ms. Kovacs presented the proposed 2026-2027 Unexpended Plant Fund Capital Outlay Budget explaining that Florida Statute requires the Board to annually adopt a capital outlay budget identifying planned capital projects for the upcoming fiscal year. She noted that the projects were reviewed during the Board Workshop. There being no questions, Chair Smith called for a motion. Mr. Atchison moved for approval, Mr. Byars seconded and the motion carried unanimously.

B. Academic and Student Affairs

No action items.

C. Facilities

1. FY 2027-2028 Pensacola State College Capital Improvement Plan (CIP) – Approved
   Ms. Bracken presented the annual Capital Improvement Plan which is the College's legislative budget request for 2027-2028. The CIP was also reviewed at the Facilities Committee meeting prior to the Board meeting. She reviewed the College's top priorities for funding: 1) South Santa Rosa Health Science and Nursing Building; 2) Remodel Building 21 for a Training Center; and 3) Replacement of the Performing Arts Building (Building 8). Following the presentation, Chair Smith called for a motion. Mr. Atchison moved for approval, Dr. Snyder seconded, and motion passed unanimously.

D. Human Resources

No action items.

VII. General Counsel

No report.

VIII. President's Time

<u>Action Items</u>

1. Contract for Attorney Services for 2026-2027 – Approved
   Dr. Meadows presented a one-year blanket services contract for General Counsel Braden Ball for the 2026-2027 fiscal year. He explained that the contract is expected to reduce legal expenses while allowing the College to utilize additional counsel if needed. Chair Smith asked for a motion for approval. Mr. Fleming moved for approval, Mr. Locklin seconded the

motion, and the motion passed unanimously. Following the approval, Mr. Ball thanked the Board for the opportunity to continue serving as General Counsel. Chair Smith thanked Mr. Ball for his continued service.

2. 2026-2027 Board Meeting Schedule – Approved
   Dr. Meadows presented the 2026-2027 Board meeting schedule and noted that the August 11, 2026, meeting is scheduled one week earlier to avoid holding the meeting during the first week of classes. He noted that the schedule could be modified at any time if needed. Chair Smith called for a motion for approval. Mr. Holzknecht moved for approval, Mr. Fleming seconded, and the motion passed unanimously.

Announcements/Reports

- Dr. Meadows reported that the College's legislative funding requests for $5 million for the South Santa Rosa Health Science and Nursing Building and $500,000 to expand the Veteran Services Center are supported by both the House and the Senate and are now on the Governor's desk. During discussions, a Trustee requested talking points to assist Board members in communicating with the Governor's Office in support of the funding requests. Dr. Meadows agreed that he would provide talking points to the Trustees.

DSO Reports

1. Foundation
   Ms. Krieger provided an update on upcoming Foundation activities. She highlighted the upcoming Graze, Grapes & Grains donor appreciation event on July 22. She also provided an update on the Foundation's 250 for 250 campaign to establish an endowed scholarship commemorating America's 250th Anniversary. In response to Mr. Atchison's question regarding the Foundation's financial statements, Ms. Krieger explained that Foundation donations are often received in one year and used in a later year. As a result, the annual financial statements may not always show revenue and expenses in the same fiscal year.
2. Alumni Affairs and Athletics
   Ms. Lotz welcomed the new Trustees and thanked those who attended the recent Distinguished Alumni Awards celebration. Several Trustees who attended the event complimented Ms. Lotz and her staff for the outstanding job they did in planning and coordinating the Distinguished Alumni Awards event. Ms. Lotz also provided information on several upcoming Alumni events.

Other Reports

1. WSRE: Dr. Meadows presented the WSRE report on behalf of Sheila Nichols. He reported that the station had a full slate of programming scheduled to begin July 1 following the conclusion of PBS programming at the end of June.
2. Grants: Dr. Douma provided an update on grant applications currently being developed, including a Title III Strengthening Institutions grant to support student retention and completion, a History and Civics Education grant to provide teacher training, and the continuation of the College's Basic Needs/Pirate Cares grant, which provides assistance to students with essential needs. She also reported that the College is exploring additional funding opportunities in partnership with Escambia County related to the

Soccer Complex. Chair Smith expressed his appreciation for Dr. Douma's efforts in pursuing the History and Civics Education grant.

IX. Chair's Time

Chair Smith thanked Hailey Lotz for the successful Distinguished Alumni Awards event. He also recognized Gallery Director, Chelsea Weaver, and her staff for the current art exhibit, *250 Years of Freedom: Moments that Shaped America*, featuring the work of George Wilson. Chair Smith encouraged Trustees to visit the exhibit at the Anna Lamar Switzer Center.

<u>Action Items</u>

1. Confirmation of Board Chair: Chair Smith advised that the former Board Chair, Gordon Sprague had rotated off the PSC Board of Trustees following his appointment to the UWF Board of Trustees. Chair Smith noted that he had previously been elected to serve as Board Chair beginning in August. However, because of Mr. Sprague's early departure, he requested formal Board action confirming that he would assume the duties of Board Chair effective upon Mr. Sprague's departure. Mr. Locklin moved for approval, Mr. Byars seconded, and the motion passed unanimously.

2. Board Committee Appointments: Chair Smith announced the Board committee assignments for 2026-2027 year and appointed the committee chairs as follows:
   Finance Committee Chair: Todd Leonard
   Facilities Committee Chair: Richard Holzknecht
   Academic Affairs Committee Chair: Zack Smith

   Chair Smith also appointed Mr. Atchison as the Board Liaison to the PSC Foundation. Mr. Atchison expressed his appreciation for the appointment and indicated that he looks forward to serving in the role.

3. Presidential Search Committee: Chair Smith recommended establishing the Presidential Search Committee, consisting of all members of the Board of Trustees, with Chair Smith serving as the Committee chair. Mr. Atchison moved for approval, and Ms. Snyder seconded the motion which passed unanimously. Chair Smith stated that additional information regarding the search process, timeline, and procedure would be provided soon.

4. Delegation of Authority for Presidential Search: Chair Smith presented a recommendation to delegate authority to the Board Chair to retain a presidential search firm, legal counsel, and other professional or administrative support services necessary to facilitate the presidential search. Mr. Atchison moved for approval of the recommendation, Ms. Snyder seconded, and the motion passed unanimously.

5. Florida DOGE Review: Chair Smith made a motion that Board of Trustees request a DOGE review of the College's operations, policies, procedures, and financial practices. He stated that conducting a comprehensive audit of the College's operations now would provide the incoming president with useful information and recommendations during the transition. Dr. Snyder seconded the motion and the motion passed unanimously.

X. Good of the Order

No comments.

XI. Adjournment

There being no further business to come before the Board, Chair Smith requested a motion to adjourn. Mr. Holzknecht moved to adjourn the meeting, Mr. Fleming seconded the motion, and the motion passed unanimously.

The meeting adjourned at 6:58 p.m.

Recorded by: Pat Crews

Date Approved: 08/11/2026

Chair, District Board of Trustees

President