District Board of Trustees
Board Meeting Minutes
October 20, 2026

Pensacola Campus - Broxson Hall

Board Workshop – Dr. Debbie Douma, Dean of Grants, presented the workshop. She provided an overview of its operations, including staffing, the types of grants pursued by the college, the grand application and approval process, and the status of current grants and ongoing grants.

Board Meeting

Present: Chair Zack Smith, Vice Chair Todd Leonard, Mr. George Atchison, Mr. Rick Byars, Ms. Audrey McDonald, Mr. Richard Holzknecht, Mr. Oscar Locklin, Mr. Johnnie Wright, General Counsel Braden Ball, President Alex Kelly and staff.

Absent: Mr. Ed Fleming

I. Call to Order

Chair Zack Smith called the meeting to order at 5:34 p.m. and opened the meeting with the Pledge of Allegiance and an invocation. Chair Smith welcomed President J. Alex Kelly to his first Board meeting as President and introduced new Trustee Mr. Johnnie Wright. President Kelly summarized the new Trustee's banking and community service background.

President Kelly thanked Mel Miner and the Association of Florida Colleges for providing refreshments.

Professor Amber Carey, Director of the Robinson Honors Program, reported on the 2026 "Origins of America" trip to historic sites in Boston, Philadelphia, Colonial Williamsburg, Jamestown, and Yorktown. She outlined the proposed 2027 ten-day educational trip to Ecuador and the Galápagos Islands, emphasizing experiential learning, student access, safety, and responsible use of donated funds.

II. Approval of Agenda

Chair Smith called for a motion to approve the agenda. During consideration of the agenda, Mr. Locklin requested that the Campus Threat Management Policy (Item B.1.c) be removed from the Consent Agenda for separate discussion. Chair Smith advised that the request would be addressed when the board reached the Consent Agenda. Mr. Byars moved for approval, Mr. Holzknecht seconded, and the motion passed unanimously.

III. Public Comments

There were no public comments.

IV. Consent Agenda – Approved as amended

Chair Smith presented the Consent Agenda and acknowledged Mr. Locklin's earlier request to remove the Campus Threat Management Policy for separate discussion. He asked whether any other Trustees wished to remove an item from the Consent Agenda. There were no additional requests. Mr. Atchison moved to approve the Consent Agenda as amended. Ms. McDonald seconded the motion, and it passed unanimously.

A. Minutes - September 21, 2026
B. Finance
    1. Acceptance of FYE June 30, 2024 and June 30,2025 Statewide Florida Bright Futures Scholarship Program and Florida Student Assistance Grant Program Operational Audit
    2. Grant Pursuit- Governor's Job Growth Grant
    3. FY 25-26 Asset Additions and Deletions

<u>Finance Information Items</u>

1. Policies
    a. 6Hx20-3.001 Admissions Policies
    b. 6Hx20-3.013 Residence Classification
    c. 6Hx20-7.005 Campus Threat Management – TABLED
2. Active and Restricted Grants and Contracts as of September 30, 2026
3. Current Contracts as of October 5, 2026
4. Budget to Actual as of September 30, 2026
5. Florida College System Risk Management Consortium Budget to Actuals for the period July 1, 2026 to September 30, 2026
6. September 2026 Finance Committee Minutes

C. Academic and Student Affairs
    1. Articulation Agreements
        a. Career Certificate in Commercial Vehicle Training at PSC to the Associate in Science degree in Operations Management Technology at Florida Gateway College.
        b. Associate in Arts degree at PSC to the Doctor of Pharmacy degree at Florida Agricultural and Mechanical University.
        c. Robinson Honors Program Trip – Summer 2027

<u>Academic and Student Affairs Information Items</u>

1. 2026 College Affordability and Transparency Report
2. Money Back Guarantee State Report

D. Facilities
    a. Change Order #005 - Morette Company- Pensacola State College Airframe & Powerplant Maintenance Training Facility- Deduct ($23,070.56) - Owner Direct Purchases and Sales Tax Savings
    b. Change Order #003 - Morette Company- Pensacola State College Training Center - Building 21 Renovation - Deduct ($68,045.24) - Owner Direct Purchases and Sales Tax Savings - Adds 21 days to contract time for asbestos abatement
    c. Change Order #003 - Hanto & Clarke GC, LLC - Pensacola State College Diesel

Maintenance Training Facility- Deduct ($187,202.89) - Owner Direct Purchases and Sales Tax Savings

E. Human Resources

a. Add two positions of Coordinator, Academic and Student Affairs at Level 4 on the Professional/Managerial Salary Schedule. Eliminate the vacant and funded Director, Academic and Student Affairs at Level 5 on the Professional/Managerial Salary Schedule. (Academic and Student Affairs)

b. Remove the position title of Digital Marketing and Content Manager at Level 2 on the Professional/Managerial Salary Schedule to convert to a Web Administrator at Level 4 on the Professional/Managerial Salary Schedule [existing job description]. (Marketing and College Information)

c. Change the current funded and filled Coordinator, Veteran and Military Family Service Center position at Level 2 on the Professional/Managerial Salary Schedule to Level 4 on the Professional/Managerial Salary Schedule. (Veteran and Military Family Service Center)

d. Change the current funded and filled Hazardous Materials/Life Safety Coordinator at the non-exempt Level 1 on the Professional/Managerial Salary Schedule to Level 2 on the Professional/Managerial Salary Schedule. (Facilities, Planning and Construction)

e. Remove the "designation II from the position title of Maintenance Specialist at Level 5 on the Career Service Salary Schedule due to the elimination of Maintenance Specialist I. (Facilities, Planning and Construction)

Human Resources Information Items

1. Personnel transactions that occurred in August and September 2026

V. Action Items

A. Finance

1. Unexpended Plant Fund Capital Outlay Budget Amendment - Approved

Ms. Anita Kovacs presented an amendment reconciling estimated capital revenues and expenditures with fiscal year-end actual amounts. The amendment also reflected the appropriate capital-fund classification of a veterans-related appropriation and established approximately $75,000 in required maintenance reserves associated with the Aviation Airframe and Powerplant facility, a project expected to total approximately $15 million. Mr. Leonard moved for approval, Mr. Locklin seconded, and the motion passed unanimously.

2. RFQ 12- 2023/2024 Soccer Complex-Guaranteed Maximum Price (GMP) Contract and Phase III Documents- Approved

Ms. Kovacs presented the guaranteed maximum price and Phase III documents for the current soccer complex project. She reported that the Facilities Department has worked with Sam Marshall architects and The Morette Company to finalize the Phase III drawings and cost with the available budget. The final GMP for the project is $2,176,898.98. Mr. Leonard moved to approve the Phase III drawings and the GMP. Mr. Locklin seconded, and the motion passed unanimously.

3. Spring 2027 Course/Laboratory Fee Changes – Approved

Ms. Kovacs presented fee changes intended to align laboratory fees with current costs, noting that the recommendations had been reviewed by academic departments and publicly noticed as required. The increase to the full cost of instruction fee is an annual adjustment to keep the fee compliant with state rules. Chair Smith called for a motion for approval. Mr. Locklin moved for approval, Mr. Holzknecht seconded, and the motion passed unanimously.

4. Policy Changes – Approved

Ms. Kovacs presented the policy changes and provided Trustees with an explanation of the changes. She stated that the policies have been publicly noticed as required by Statute. Chair Smith clarified that the Board would only vote on Items VII 4a- 4c and that Item 7d is tabled. Trustee Locklin moved to approve the three policies, Mr. Leonard seconded, and the motion passed unanimously.

Ms. Kovacs presented proposed changes to:

a. Policy 6Hx20-3.006 Prepayments - Approved
b. Policy 6Hx20-7.002 Parking and Flow of Traffic - Approved
c. Policy 6Hx20-7.004 Protection of Human Subjects - Approved
d. Policy 6Hx20-8.001 Information Security and Technology Resources - Approved

She explained the administrative and clarifying purposes of the revisions. The proposed Information Security and Technology Resources policy was tabled. Mr. Locklin moved to approve the three policies, Mr. Leonard seconded, and the motion passed unanimously.

VI. General Counsel

No report.

VII. President's Time

President Kelly made two personnel announcements:

1. Dr. Michael Payne has been appointed as Vice President of Academic and Student Affairs
2. Mr. Steve Whiting has been appointed as Chief Information Officer.

He thanked them both for their service and expressed appreciation for their willingness to assume their new leadership roles.

President Kelly reminded Trustees of the upcoming Association of Florida Colleges events scheduled November 18-20 in Orlando. He then called on Ms. Hailey Lotz and Ms. Andrea Krieger to present the Alumni Affairs and the Foundation reports respectively.

Alumni and Athletics Report - Ms. Hailey Lotz provided an update on Athletics activities and upcoming events. She reported that the annual Pars for Pirates event had been canceled due to Hurricane Isaias. She also highlighted the recent Athletics Hall of Fame induction ceremony, during which four new members were inducted. A detailed report was provided in the Board packet.

Ms. Lotz announced that the women's soccer team had won its fourth consecutive FCSAA Division II Region 8 Championship, having earned the title in each of the program's four seasons. She also announced that Pensacola State College would host the South Atlantic District Tournament on October 30–31 and encouraged Trustees to attend and support the team. A detailed report was provided in the Board packet.

PSC Foundation Report - Ms. Krieger provided an update on Foundation activities and upcoming events. She announced an upcoming check presentation by the Florida College System Foundation to support scholarships and programs. She also reported that the Foundation had received $2,500 rom the Florida College System Foundation to assist students affect by Hurricane Isaias.

Ms. Krieger also highlighted the upcoming dedication of the Veterinary Technology facility in honor of William J. Trushell, who has contributed approximately $750,000 to the College in recent years. She also discussed ongoing fundraising initiatives, and the Technical Careers Philanthropy Councils. She noted that the Foundation continues to perform well financially.

Hurricane Isaias Recovery Update

Following the reports, President Kelly introduced a presentation on the College's response to Hurricane Isaias, recognizing the extensive work of College personnel and students in preparing for the storm, addressing the damage, restoring operations, and assisting students affected by the hurricane:

- Diane Bracken, Director of Facilities, Planning and Construction, provided an overview of hurricane damage to College facilities and the recovery efforts undertaken to restore campus operations. She recognized the coordinated efforts of College personnel and community partners.
- Steve Whiting, Chief Information Officer, reported on damage to the College's primary fiber connection and the use of backup connectivity to maintain essential technology services during recovery.
- Andrea Krieger, Executive Director of Institutional Development, reported on financial and other assistance received from community partners to support students affected by the hurricane, including a $5,000 contribution from Gulf Winds Federal Credit Union.
- Lindsay Listau provided an update on the Pirates CARE Team's efforts to assist students affected by the hurricane, including the distribution of meals, food, hygiene supplies, and other emergency assistance.

Following the presentation, President Kelly commended College personnel for their preparation and prompt response to the hurricane. Chair Smith expressed appreciation on behalf of the Board to everyone involved in restoring campus operations and assisting students in returning to class.

VIII. Chair's Time

1. Amendment of Agenda - Approved

Chair Smith requested that the agenda be amended to consider a resolution ratifying actions taken during the presidential transition and the ratification of President Kelly's employment contract. Mr. Atchison moved to amend the agenda, Ms. McDonald seconded, and the motion passed unanimously.

1. Resolution No. 2026-10-20-1

Chair Smith presented Resolution No. 2026-10-20-1 ratifying actions taken since the prior Board meeting consistent with the previously approved presidential transition resolutions. Mr. Locklin moved for approval, Mr. Byars seconded, and the motion passed unanimously.

2. President J. Alex Kelly Employment Contract – Approved.

Chair Smith presented President Kelly's employment contract, noting that Trustees had been provided an opportunity to review the contract prior to the meeting. He explained that President Kelly's base salary is lower than that of former President Meadows and that his compensation is more closely tied to performance goals to be established by the Board in consultation with President Kelly. Mr. Atchison moved to approve President Kelly's employment contract, effective October 19, 2026. Mr. Leonard seconded. Chair Smith asked if there was any further discussion. Hearing none, Chair Smith called for the vote and the motion passed unanimously.

Chair Smith congratulated President Kelly and thanked everyone who assisted with the presidential transition and the hurricane recovery and cleanup efforts. He expressed particular appreciation to the Trustees for their assistance during the transition and also thanked the faculty, staff, and students for their support. Chair Smith stated that he believed great things were ahead for Pensacola State College.

IX. Good of the Order

Chair Smith asked whether any Trustee had anything to bring before the Board under Good of the Order. No items were brought forward.

X. Adjournment

There being no further business, Mr. Byars moved to adjourn the meeting. Mr. Smith seconded, and the meeting was adjourned at 6:25 p.m.

Recorded by: Pat Crews

Date Approved: November 16, 2026

Chair, District Board of Trustees

President