

**COMMUNITY COLLEGE DISTRICT TWELVE
BOARD OF TRUSTEES
Centralia College**

**Hanson Boardrooms
Centralia College Boardrooms
Centralia, Washington**

**Study Session/Regular Meeting
January 8, 2026
3:00 P.M.**

MINUTES

- **Study Session**

Computer Replacement Plan – Casey Schmidt, Chief Technology Officer

Casey Schmidt, Chief Technology Officer, presented an overview of the computer replacement plan and explained how it aligns with the college's strategic plan. The IT department has implemented a more efficient system for device deployment, moving away from previous practices where older computers were retained for many years, resulting in frequent help desk calls and labor-intensive trickle-down distribution. Currently, devices are prepared in a standardized process, allowing technicians to focus on supporting the college rather than preparing individual machines.

Cost projections for technology over the next few years are relatively stable. The average cost per FTE device is approximately \$1,300–\$1,400, excluding software, with lab machines averaging around \$900. Historical trends indicate that standard laptop costs have remained consistent over the past decade, with some increase in memory pricing. Tariffs and potential technological shifts, including AI, introduce some uncertainty into future cost predictions.

Storage strategies have shifted to a cloud-first model using OneDrive. Devices are equipped with 256 GB local storage, while all user data is stored in the cloud. This approach allows for flexible expansion, reduces hardware requirements, and facilitates compliance with records requests by enabling centralized data queries across OneDrive, email, and SharePoint.

Regarding student devices, some older machines are being considered for library checkout programs. While these devices have life remaining, monitoring and controlling their use is challenging, and additional processes are being explored to better manage student access.

The IT team has also made significant improvements in asset and inventory management. A live dashboard is being developed to track computer deployment cycles and inventory levels, providing a clear view of what equipment is available versus what is required. These improvements aim to reduce excess equipment, streamline operations, and increase efficiency.

In conclusion, the initiatives in device deployment, cloud storage, and inventory management have already yielded positive results. These efforts are expected to continue reducing labor costs, optimizing resources, and improving overall service for employees and students.

The college will continue its efforts to deploy updated technology across campus, with full completion expected by March. Next steps:

- Continue deployment efforts, with full completion anticipated by March.

- Expand cloud storage capabilities as needed.
- Implement live inventory dashboards to monitor equipment availability and deployment cycles.
- Explore student device deployment and tracking strategies.
- Continue evaluating cost-saving measures, including software licensing consolidation and potential buyback of older devices.

1. Call to Order

Board Chair Annalee Tobey called the meeting to order at 4:05 p.m.

2. Roll Call

Board members present:

- Annalee Tobey
- Pretrina Mullins
- Mark Scheibmeir
- Chris Thomas
- Court Stanley

3. Introductions/Presentations:

Jason Moir, Interim Athletic Director, introduced the winter and spring sports teams.

Jason Moir introduced head coach Olivia Dean and assistant coach Kevin Slorey and the members of the women's 2025-26 softball team.

Jason Moir introduced head coach Tiffany Twiddy and assistant coach Jaylen Gist-King and the members of the women's 2025-26 basketball team.

Jason Moir introduced head coach Josef Chirhart and assistant coach Brandell Evans and the members of the men's 2025-26 basketball team.

Jason Moir introduced head coach Kayla Monroe and the members of the 2025-26 women's golf team.

Jason Moir introduced head coach Tanner Knapp and the members of the 2025-26 men's baseball team.

Open Forum

No one requested to speak in open forum.

4. CONSENT AGENDA

Adoption of Minutes:

It was MOVED BY Mark Scheibmeir THAT THE BOARD APPROVE THE REGULAR MINUTES OF December 11, 2025, AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

Policy Governance

Policy Updates

Dr. Mohrbacher provided an update noting four policies were approved. He also noted that several policy discussions, including those related to window coverings, were ongoing but were not addressed further. The window covering policy presents complex challenges and will require careful consideration and refinement.

Next month, there will be a presentation on a new risk management policy and related procedures. Centralia College has established an Enterprise Risk Management (ERM) program that provides a framework to proactively identify, assess, and manage risks that may affect the college's ability to achieve its mission, goals, and strategic objectives per the Governor's Executive Order 16-06.

5. Trustee Reports

Court Stanley reported participating in a legislative advocacy meeting held earlier that day. He highlighted key takeaways from discussions regarding the Governor's proposed budget, which currently reflects overall reductions across agencies. Proposed impacts include approximately a five percent reduction to state agencies, a three percent reduction to universities, and an estimated one and a half percent reduction affecting the college. An exception noted was a proposal related to increased income taxes on high-income earners.

He also referenced a proposal affecting the Running Start program, which would reduce the annual full-time equivalent (FTE) limit from 1.4 to 1.2, effectively decreasing the number of college credits available to participating students.

Dr. Mohrbacher added that the FTE limit had been increased several years ago and that the proposed reduction is intended to help offset K-12 funding shortfalls. He indicated that this proposal is unlikely to advance, as it is not being supported by the Superintendent of Public Instruction.

Additionally, a proposed bill related to the use of artificial intelligence in healthcare contexts, specifically regarding restrictions on AI being represented as nurses, noting uncertainty about its implications. He also stated that legislative advocates are encouraging continued engagement through February, with a primary focus on fully funding employee compensation.

Chris Thomas reported that he attended the Voetberg Family Christmas event held in Corbet Theater, which was well attended and reportedly sold out. The event highlighted positive community use of college facilities and strong family participation.

Mr. Thomas also attended recent men's and women's basketball games. The men's team was competitive, with the game extending into double overtime before resulting in a loss, while the women's team experienced a challenging performance that evening.

Additionally, Mr. Thomas helped coordinate a food donation drive at Riverside Golf Course in conjunction with a golf event. Although food donations were slightly lower than the prior year, cash donations were also received, and all proceeds and food items were delivered to the campus food pantry.

Mr. Thomas represented the board at the local tractor parade, noting strong attendance, particularly among families and children, and a positive community atmosphere. Downtown participation was described as robust, supported by good weather conditions.

On a personal note, Mr. Thomas spent much of the winter break supporting a family member during a transition in medical care. He also announced retirement from full-time employment with Providence, effective the following day, transitioning into semi-retirement.

The board acknowledged this milestone, and congratulations were extended. It was also noted that VP Tariq Qureshi has completed his official orientation and is now serving as a member of the Providence Board.

Pretrina Mullins attended the Affinity Group Trustees of Color meeting, noting limited updates during that session. She also attended a winter performance by the Centralia College East community choir and orchestra at the Roxy Theatre. The performance was well attended and received positively, highlighting strong community engagement and effective use of local facilities.

Annalee Tobey reported that she attended the college's annual *Nutcracker* production. The performance was noted as a highlight of the holiday season, with appreciation expressed for the quality of the production and the opportunity it provides for students to showcase their talents. The updated elements of this year's performance were well received, and the event was recognized as a valued asset for the community.

WA-ACT

No report provided.

ACCT

The 2026 Association of Community College Trustees National Legislative Summit is scheduled for February 8-11, 2026, at the Marriott Marquis in Washington, D.C.

ACCT is coordinating attendance at the upcoming legislative summit. Dr. Mohrbacher and Dr. Robert Cox are registered to attend, and trustees were advised that this was the final opportunity to be included. ACCT has confirmed that the event will proceed as planned, even in the event of a government shutdown.

6. President's Report

Dr. Mohrbacher announced that Court Stanley has been reappointed to another term, extending his service by approximately one and a half years. He noted that Pretrina Mullins is expected to receive her reappointment at a later date. Trustees were reminded that when an individual is appointed to complete another trustee's term, the appointment does not reset the full five-year term, often resulting in nonstandard term lengths.

Dr. Mohrbacher reported he met earlier in the day with Nate Humphrey and Joyce Loveday of Clover Park to discuss trustee appointment processes under Governor Ferguson's administration. They reported difficulty obtaining clear guidance from the Governor's appointments office regarding expectations and procedures. Senior staff

within the office encouraged outreach beyond the appointments office to obtain clarification, and further updates are expected in the coming weeks.

Regarding the state budget, Dr. Mohrbacher confirmed that the Governor's proposed budget includes a one and one-half percent reduction for community colleges. He noted that this was a more favorable starting point than anticipated, as reductions of up to three percent had been expected. For the college, a one and one-half percent reduction equates to approximately \$300,000 of the base allocation.

Dr. Mohrbacher reported that tuition for the upcoming academic year will increase by 3.3 percent. Assuming flat enrollment, this increase is projected to generate approximately \$165,000 in additional revenue. However, changes to the state allocation model will result in a reduction of approximately \$90,000. If the Governor's proposed operating budget were adopted as presented, the combined impact would result in an estimated net reduction of \$200,000 to \$225,000 for the college. Dr. Mohrbacher emphasized that the Governor's proposal is typically a starting point for legislative negotiations and not the final outcome.

On the capital budget, Dr. Mohrbacher noted that the system requested \$145 million in Climate Commitment Act funding for energy efficiency and sustainability projects across colleges, while the Governor's proposal reflects a \$4 million reduction, creating a significant discrepancy. He clarified that these differences do not affect the capital projects list, which includes two projects submitted by the college, and are not expected to impact the Teacher Education Building in the coming year unless the state's fiscal outlook worsens. Historically, the capital budget is more stable than the operating budget due to statutory separation of operating, capital, and transportation funds. He further explained that some facilities-related salaries continue to be paid from capital funds as a result of policy changes during the 2009–10 recession, though efforts have been made to reduce this practice.

Dr. Mohrbacher confirmed that the legislative session is a short session beginning the following Monday.

An update was provided on the mobile classroom initiative, which continues to serve students at multiple locations, including upcoming visits to Napavine. The program has been described as effective for both students and the college but is currently funded only for the current year. Dr. Mohrbacher noted that Bill Sullivan has been coordinating the effort and receives only a modest stipend through the Centralia Community Foundation. Discussions are planned with the Foundation regarding long-term sustainability of the program.

Dr. Mohrbacher also reported that the administration is exploring the possibility of hiring a full-time grant writer. The proposal, discussed with trustees and scheduled for further discussion with Cabinet, would involve subsidizing the position initially, with the long-term goal of sustaining it through grant-generated overhead. He noted that the college has not previously had a full-time grant writer, though peer institutions vary in their approach. Increasing grant revenue was identified as a key strategy to offset rising costs and constrained state funding.

Dr. Mohrbacher reported the Centennial group will reconvene to discuss the development of a new time capsule. Because the Teacher Education Building will not be available on time, an alternative location will need to be identified. An event in spring is planned to assemble and place the time capsule. Additionally, the college is exploring

the creation of a permanent display featuring documents and artifacts from the centennial year.

7. SAALT

Alicia Jenkins, Student Advocacy Activities Leadership Team (SAALT) President, reported that the first week back from winter break was short but productive, with SAALT distributing school and resource materials to students and increasing opportunities for direct interaction. Additional tabling activities are planned to further engage students on campus.

Ms. Jenkins announced that SAALT will be hosting a student leadership conference later in the month. The event will include Centralia College students and participants from South Puget Sound Community College, pending confirmation. Information and registration details will be distributed campus-wide to encourage participation.

Upcoming programming includes a Mobile Museum in recognition of Black History Month, as well as “Big Wave Movie Mondays,” a new partnership initiative designed to promote student engagement through off-campus activities.

Ms. Jenkins concluded by noting that SAALT leadership will continue planning additional events, including activities associated with Martin Luther King Jr. Day, as they resume full operations following the academic break.

8. Faculty

No report submitted.

9. Classified

Emil Parke-Fagerness, classified representative, stated that no reports from classified staff were submitted.

10. Instruction

Connie Smejkal, Vice President of Instruction, reported that faculty contract negotiations have begun and are currently underway and are expected to continue through the spring, with a projected completion timeframe around May.

Ms. Smejkal referenced the written instructional report provided to the board, which highlights updates related to Transitional Studies, Corrections Education, and student transfers.

In response to questions about the College in the High School program, Ms. Smejkal noted that participation has declined statewide, a trend reflected locally. She explained that a primary challenge continues to be the availability of qualified faculty who meet hiring requirements for these programs. The college continues to pursue opportunities to expand offerings where possible and can provide additional statewide data from the State Board upon request.

Ms. Smejkal also reported that the College 100 College and the Career Success course was launched this quarter at several partner high schools. The course is designed to support college readiness and educational planning and aligns with K–12 career planning requirements. The course is open to any high school student through the college’s dual enrollment options and appears on the student’s college transcript.

While participation is currently limited, the course is viewed as a promising tool for preparation and recruitment. She confirmed that the course began at select schools during fall quarter and is expected to expand gradually.

11. Human Resources & Equity

Joy Anglesey, Vice President of Human Resources and Equity, referred the board to the Year-in-Review Human Resources report provided in the meeting materials and noted that the past year was exceptionally active for HR operations.

In response to a question regarding employee turnover costs, Ms. Anglesey explained that industry standards estimate turnover costs at approximately 50 percent of an employee's annual salary, accounting for recruitment, onboarding, training, and associated expenses. She noted that higher-level positions incur greater turnover costs and offered to provide specific institutional data on turnover-related expenses at a future meeting. She emphasized that turnover costs are often hidden within routine operations but represent significant financial impact, including technology setup and onboarding costs, and that retaining employees can result in substantial savings.

Ms. Anglesey addressed questions related to staffing capacity following the departure of an HR team member, noting that the remaining staff are managing a significant workload. She explained that equity-related responsibilities have been absorbed into her role. While core functions continue to be performed, some initiatives have been delayed or redistributed among staff.

Ms. Anglesey noted that the college is exploring the possibility of securing grant funding to support a position similar to the one that was lost, potentially as part of a broader grant-writing strategy. She acknowledged that grant-funded positions are typically time-limited and may serve only as an interim solution.

She further noted that the former staff member played a critical role in providing informal support to employees, serving as a trusted listener and resource for harm reduction and workplace concerns. While those conversations continue within HR, Ms. Anglesey expressed that the absence of that role has had a noticeable impact on employee support capacity and overall workload, which is interconnected with employee satisfaction and turnover.

In response to questions about workplace safety and L&I claims, Ms. Anglesey explained that HR is working to improve the timely reporting of workplace incidents. She noted that delayed incident reporting often complicates claim management, as HR may not become aware of injuries until months later when an L&I claim is filed. She explained that contesting L&I claims requires substantial documentation and carries a high level of proof. Improved incident reporting would allow for better tracking, response, and prevention of injuries.

Joy Anglesey reported that the college was minimally impacted this year by changes to the exempt wage threshold, with only three employees affected. The larger increase scheduled for next year, approximately \$11,000, will be more challenging and will require careful consideration of overtime costs as staffing decisions are made.

12. Student Services

Dr. Robert Cox, Vice President of Student Services presented his report, which focused primarily on Financial Aid. He noted that Tracy Dahl, Director of Financial Aid, was present to assist in responding to questions related to the report.

Dr. Cox reported that the college is forming a partnership with St. Martin's University, to establish an advising presence on campus. The partnership will support the identification of students planning to transfer to St. Martin's University. As part of the agreement, St. Martin's University will participate in a reverse transfer process, returning credits for students who transfer prior to completing their associate degree to ensure degree completion and accurate student credentialing.

Dr. Cox provided an update on the upcoming legislative session. The State Board for Community and Technical Colleges (SBCTC) has begun outreach to colleges to identify students and staff willing to testify on proposed legislation. Darcell Scott and his team have identified several students who have agreed to participate in this effort.

Dr. Cox addressed the implementation of the upcoming accessibility laws, which will take effect soon. He commended Beth May for leading the college's accessibility work, noting that the materials were well done and easy to understand. His board report was the first one completed in compliance with accessibility guidelines and stressed that, while accessibility can be a challenging topic, the required training has been valuable and effective.

Tracy Dahl, Director of Financial Aid, provided additional information regarding financial aid challenges affecting students. She explained that some students arrive at the college with unresolved financial aid issues from prior institutions, including outstanding balances or loans that were not repaid. In some cases, these students are in default or subject to collection or garnishment actions and are no longer in communication with the originating institutions or the U.S. Department of Education. Ms. Dahl clarified that these situations do not involve the college's current students incurring new defaults, but rather students who attended other institutions prior to enrolling and whose prior financial aid status affects their eligibility. She noted that contacting the appropriate agencies or individuals to resolve these issues has been increasingly challenging.

Dr. Mohrbacher added that staffing limitations at the federal and institutional levels have contributed to delays in email responses, access to financial aid systems, and student outreach. He noted that previous methods of resolving issues through informal or expedited channels are now limited. Despite these challenges and ongoing regulatory changes associated with recent federal legislation and negotiated rulemaking processes, processing timelines have remained faster and more consistent.

Dr. Mohrbacher reported on the status of anticipated federal grant opportunities. He noted that the college had hoped that attaining Hispanic-Serving Institution (HSI) status would make it eligible for Title V grants, which can provide funding in the hundreds of thousands of dollars annually and potentially several million dollars over a five-year grant period. However, these grant opportunities are not currently available.

Dr. Mohrbacher also provided an update on TRIO programs, noting ongoing delays at the federal level. He reported that the college has not yet received a deadline to close out the TRIO Student Support Services (SSS) grant, which did not receive continued

funding. The college is awaiting the opening of the required federal reporting system in order to complete the closeout process.

13. Administrative Services

Tariq Qureshi, Vice President of Finance and Administration, reported that, year to date, the college's budget is trending approximately \$1.9 million under budget, representing about 15 percent under projected expenditures.

Mr. Qureshi noted that the accounting team has completed preparation of the financial status reports and is now preparing for the upcoming audit by the State Auditor's Office.

He added that the college has begun efforts to strengthen grant development and is actively pursuing grant opportunities.

Mr. Qureshi further reported on capital grant activity. He stated that during the current fiscal year within the biennium, the college applied for three capital project grants and was successful in all three applications. As a result, the college will be moving forward with those capital projects during the current year using the awarded funds. He noted that the college intends to continue pursuing similar capital grant opportunities going forward.

14. Foundation

Christine Fossett, Associate Vice President of Advancement, reported that the advancement team is off to a strong start for the year. She stated that fundraising goals are on track to be met by the end of the current month. Ms. Fossett noted that there are several significant projects planned for the year, which will require focused planning to ensure successful execution. Overall, she reported that progress to date has been positive.

Dr. Mohrbacher commended Ms. Fossett and the Advancement team on the strong early performance and suggested that the team may consider stretching future fundraising goals.

15. New Business

No new business submitted.

16. Old Business

Strategic Planning

Dr. Mohrbacher for Fia Eliasson-Creek, Executive Director of Institutional Research, linked the presentation by Casey Schmidt and Amanda Witt at the December board meeting, as examples of Goal 2.2 of the Strategic Plan, which focuses on modernizing Centralia College to create a more innovative, efficient, and effective workplace.

Dr. Mohrbacher noted that Objective 2.2.1 calls for 80 percent of college-wide operations and processes to be streamlined through efficient automation and reduced manual effort. He reported that several initiatives are contributing to this objective,

including improvements to the College Planner confirmation processes, purchasing systems, PaperCut implementation, and the computer replacement program. He added that additional efforts are underway, varying in scope and stage of completion, and that progress across these initiatives continues to advance the college toward achieving this strategic objective.

Dr. Mohrbacher further noted that Objective 3.2.3 also aligns with these efforts. This objective focuses on enhancing Centralia College's technology infrastructure to improve accessibility, interactivity, and connectivity. He reported that ongoing initiatives in systems upgrades, automation, and process improvements contribute directly to advancing this objective.

Dr. Mohrbacher provided additional context on technology infrastructure improvements, noting that Mr. Schmidt's work in streamlining processes has focused primarily on the end-user experience but also included enhancements to server performance and connectivity. Some planned summer projects, including connecting different buildings in a redundant fashion to improve reliability, were completed earlier due to unexpected system failures over the holiday period.

Dr. Mohrbacher added that these completed connectivity improvements contribute directly to the college's strategic plan objectives, including enhanced accessibility, interactivity, and infrastructure reliability. Reporting on these initiatives demonstrates progress toward strategic goals.

Accreditation

Dr. Mohrbacher for Fia Eliasson-Creek, Executive Director of Institutional Research, reported that the college received approval for the proposed Bachelor of Arts in Computer Science; however, upon further review, the program was placed on hiatus. The decision was based on two key factors: logistical challenges associated with offering the degree as a joint program with other colleges, and significant overlap with the college's existing Bachelor of Applied Science (BAS) programs.

As a result, the college will not proceed with the BA in Computer Science at this time. Dr. Mohrbacher noted that this decision streamlines accreditation reporting, as the college is not required to submit a report detailing implementation of the program. He emphasized that this approach allows the college to operate more efficiently while maintaining alignment with accreditation requirements.

Dr. Mohrbacher clarified that the college does not currently have any planned reporting requirements. He noted that the next scheduled accreditation reports will be due in the upcoming spring and the following spring, as previously outlined in the accreditation reporting schedule.

17. Executive Session

Under RCW 42.30.110, the board may hold an executive session for the purpose of reviewing the performance of a public employee and current or potential agency litigation or to review professional negotiations.

At 5:30 pm board members moved into executive session to consult with legal counsel about current or potential litigation and to review the performance of public

employees. The Board will be in Executive Session until 6:25 p.m. unless notified that the time is extended.

The Board extended Executive Session an additional fifteen minutes to reconvene at 6:45 pm

The Board has adjourned the Executive Session and reconvenes in Open Session. The time is 6:42 p.m.

The Board will proceed with the final agenda items.

18. Action from Executive Session

There was no action from executive session.

19. Announcement of Upcoming Meeting Date and Place:

The next board meeting will be Thursday, February 12, 2026, via Teams and Centralia College Boardrooms, Centralia, WA.

20. Comments

21. Adjournment:

The meeting adjourned at 6:45 p.m.

APPROVED:

Annalee Tobey, Board Chair

Dr. Bob Mohrbacher, Board Secretary