

**HAGERSTOWN COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**MINUTES**

***Joint Meeting  
March 19, 2019***

A joint meeting of the Washington County Commissioners and Board of Trustees of Hagerstown Community College was held on Tuesday, March 19, 2019, in the Elliott Center, Rooms 211 and 213, beginning at 12:00 pm. In attendance:

Board Members

Austin Abraham, Chair  
Carolyn Brooks  
Patricia Cushwa  
James Klauber, Secretary / President  
Paula Lampton  
William Proctor  
Gregory Snook  
John Williamson, Vice Chair

HCC Affiliates – Business Session

Trevor Jackson – Vice President, Administration and Finance  
Beth Kirkpatrick – Director, Public Information and Government Relations  
Christine Ohl-Gigliotti – Dean of Students  
Barbara Roulette – Recording Secretary  
Theresa Shank – Dean, Continuing Education and Workforce Development  
Carol Rothstein – Associate Dean of Instruction  
David Warner – Vice President of Academic Affairs and Student Services

County Officials

Terry Baker – Vice President, County Commissioner  
Jeff Cline – President, County Commissioner  
Kim Edlund – Director, Budget and Finance  
Sara Greaves – Chief Financial Officer  
Wayne Keefer – County Commissioner  
Kim Jacobsen – Legal Secretary  
Rob Slocum – County Administrator  
Randy Wagner – County Commissioner  
Danielle Weaver – Director, Public Relations and Marketing  
Cort Meinelschmidt – County Commissioner  
Kirk Downey – County Attorney

Media

Alexis Fitzpatrick

## **Call To Order**

Chair Abraham presided and convened the joint meeting at 12:33 pm.

## **Annual Report to the Commissioners (President Klauber) (PowerPoint)**

President Klauber presented a PowerPoint which highlighted the major initiatives of the College. Safety on the campus has been increased with 250 new surveillance cameras, twist locks for all doors in the academic areas, an outdoor public address system, an indoor public address system with speakers on every floor, electric door lock installation, and an upgrade to the software for emergency announcements. An exciting new development was the creation of the Career and Technology Education Middle College, which will provide students with early college classes in fields like Advanced Manufacturing. WCPS is currently reviewing the plan, and it is expected that students will be registered for the fall semester. The College's capital improvement projects have been shifted around a bit. The Maintenance Building and Foreign Languages Building have been removed from the projects list. President Klauber said that air conditioning for the ARCC should take top priority, as well as finding a permanent home for the CVT program. The WorkKeys initiative has been quite successful so far, with seventy-two companies signed up out of the required eighty-five. Employer participation is critical. The first cohort group of students from Goodwill are scheduled to take their tests on Friday, March 22. The College's enrollment for the next year is expected to stay relatively flat, as is the case throughout Maryland.

## **College Request for FY20 Support**

President Klauber said the College is asking the County for a 3% increase over FY19, which would bring the total appropriation for FY20 to \$10,336,349 million.

## **Commissioners' Questions and Comments**

Commissioner Cline thanked the College for being cutting edge and implementing the latest equipment and techniques. He said that the College instills in students not only knowledge and skills, but also a measure of confidence to continue on, either academically or in the work world.

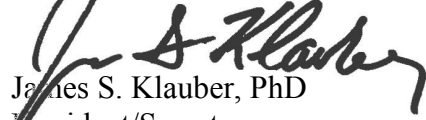
## **Comments from Trustees**

The trustees expressed their belief that HCC is a valuable asset to the surrounding community and an important factor for economic development in Washington County, and that it is important that the College have the financial support to keep the momentum going. The Trustees thanked the Commissioners for their past support, and asked that they do their best for the College going forward.

**Adjournment**

There being no further business or discussion, the joint meeting was adjourned at 1:29 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "James S. Klauber". The signature is written in a cursive style with a large initial "J".

James S. Klauber, PhD  
President/Secretary