UNITED TRIBES
TECHNICAL COLLEGE

United Tribes Technical College (UTTC)
Board of Directors (BOD) Meeting
December 6, 2024 @ 9:45 am
UTTC Building 7 Board Room
ZOOM Teleconference Meeting
Bismarck, ND

Board Members Present:

1. Jamie Azure, Chair, Turtle Mt. Band of Chippewa Indians (TMBCI), UTTC BOD *Chair*
2. Chad Counts, Councilman, TMBCI, UTTC BOD
3. Lonna Jackson-Street, Chair, Spirit Lake Tribe (SLT), UTTC BOD
4. ReNa Little-Lohnes, Councilwoman, Spirit Lake Tribe (SLT), UTTC BOD *Secretary*
5. Janet Alkire, Chair, Standing Rock Sioux Tribe (SRST)
6. Charles Walker, Councilman, SRST *Treasurer*
7. J. Garret Renville, Chair, Sisseton Wahpeton Sioux Tribe (SWST), UTTC BOD *Vice-Chair*
8. Mervin Packineau, Councilman, Three Affiliated Tribes (TAT), UTTC BOD

Board Members Absent:

1. Mark Fox, Chair, TAT, UTTC BOD
2. Joan White, Councilwomen, SWST, UTTC BOD

Others Present:

1. Dr. Leander R. McDonald, President, UTTC
2. Courtney Lawrence, Executive Assistant, UTTC
3. Garrett Ludwig, Kelsch, Ruff, Kranda, Nagle & Ludwig Law Firm
4. Katina DeCoteau, Chief Finance Officer (CFO), UTTC *via zoom*
5. Melvin Miner, Campus Planner, UTTC
6. Dr. Amy Dewitt, Principal, Theodore Jamerson Elementary School (TJES), UTTC
7. Dr. Monte Schaff, Dean of Enrollment Management, UTTC *via zoom*
8. Collette Brown, Executive Director, SLT
9. Harvey VanSciver, Community Development Specialist, United States Department of Agriculture (USDA)
10. Shawn Damberger, Safety & Occupational Health Specialist, Bureau of Indian Education (BIE)
11. Robert Parisien, Education Specialist, BIE
12. Ted Styles, Supervisory Facilities Operations Specialist, BIE
13. William Mooney, Chief Judge, United States Probation and Pretrial Services

I. **CALL TO ORDER**: Director Jamie Azure, Chair, called the meeting to order at 9:45 a.m. Roll call was taken, and a quorum was established.

II. **APPROVAL OF AGENDA**

Motion #1 by Director ReNa Little-Lohnes, seconded by Director Chad Counts, to approve the agenda. Motion passed by unanimous decision by all present.

III. APPROVAL OF MINUTES

November 1, 2024, UTTC Board Meeting minutes.

Motion #2 by J. Garret Renville, seconded by Director ReNa Little-Lohnes, to approve the November 1, 2024, UTTC Board meeting minutes. Motion passed by unanimous decision by all present.

Bureau of Indian Education Visit

Ted Styles, Supervisory Facilities Operations Specialist, Robert Parisien, Education Specialist, and Shawn Damberger, Safety & Occupational Health Specialist introduced themselves. Ted Styles gave an update on maintenance projects at TJES, work orders, and space request for a new building, and new school status. TJES is on the FY 2025 Greenbook list where BIE is estimating 15 years before TJES would be at the top of the list. Mr. Styles is pushing to lobby for TJES to receive a new school sooner and recommended considering the 105L program where UTTC would make a loan for the new school then charge a lease fee back to TJES.

IV. CONSENT AGENDA

All director and division reports were submitted for approval: Academic Affairs, Campus Services, College Relations, Theodore Jamerson Elementary School, and Safety & Security.

Motion #3 by Director Janet Alkire, seconded by Director J. Garret Renville, to approve the Consent Agenda. Motion passed by unanimous decision by all present.

V. PRESIDENTS REPORT

President McDonald presented his report and highlighted the main events for the month of December.

Motion #4 by Director J. Garret Renville, seconded by Director Chad Counts, to approve the President's Report as presented. Motion passed by unanimous decision by all present.

FINANCE REPORT

Katina DeCoteau, CFO, presented the Finance and Human Resources reports for the month of December.

Motion #5 by Director Charles Walker, seconded by Director J. Garret Renville, to approve the Finance and Human Resources reports as presented. Motion passed by unanimous decision by all present.

CAMPUS PLANNER REPORT

Melvin Miner, Campus Planner, presented the Campus Planner report for the month of December.

Motion #6 by Director J. Garret Renville, seconded by Director Lonna Jackson-Street, to approve the Campus Planner report as presented. Motion passed by unanimous decision by all present.

VI. UNFINISHED BUSINESS

No unfinished business at this time.

VII. NEW BUSINESS

Revised Immunization Policy
Dr. Monte Schaff presented the Revised Immunization Policy.
Motion #7 by Director J. Garret Renville, seconded Director ReNa Little-Lohnes, to approve the Revised Immunization Policy as presented. Motion passed by unanimous decision by all present.

Substitute Policy
Dr. Amy DeWitt, TJES Principal, presented the Substitute Policy.
Motion #8 by Director J. Garret Renville, seconded by Director Lonna Jackson-Street, to approve the Substitute Policy as presented. Motion passed by unanimous decision by all present.

TJES Head Lice Policy
Amy DeWitt presented the TJES Head Lice Policy.
Motion #9 by Director ReNa Little-Lohnes, seconded by Director Lonna Jackson-Street to approve the TJES Head Lice Policy as presented. Motion passed by unanimous decision by all present.

UTTC Resolution #24-12-01 accepting all BIE Minor Improvement & Repair (MI&R) and Facilities Improvement & Repair Funds (FI&R) by P.L. 100-297 Procurement/Project Management Option for Theodore Jamerson Elementary School.
Amy DeWitt presented the UTTC resolution #24-12-01 accepting BIE MI&R and FI&R by P.L. 100-297 Procurement/Project Management Option for TJES.
Motion #10 by Director J. Garret Renville, seconded by Director Lonna Jackson-Street to approve the UTTC Resolution #24-12-01 accepting BIE MI&R and FI&R by P.L. 100-297 Procurement/Project Management Option for TJES as presented. Motion passed by unanimous decision by all present.

BOD Meeting dates were handed to the BOD for next year.

Executive Session-President McDonald's Annual Evaluation-
Motion #11 by Director Charles Walker, seconded by Director Lonna Jackson-Street to convene an Executive Session for President McDonald's Annual Evaluation @ 11:39am. Motion passed by unanimous decision by all present.

Motion #12 by Director Lonna Jackson-Street, seconded by Director ReNa Little-Lohnes, to exit Executive Session @ 12:09am. Motion passed by unanimous decision by all present.

Motion #13 by Director Lonna Jackson-Street, seconded by Director J. Garret Renville, to accept President McDonald's employment contract. Motion passed by unanimous decision by all present.

2025 is a strategic planning- retreat year

UTTC recognized outgoing Board of Director Councilwoman Joan White for her service on the Board.

VIII. ADJOURNMENT

Next meeting will be held January 3, 2024, in the UTTC Building 7 Board Room @ 8:30am.
Motion #14 by Director J. Garret Renville, seconded by Director ReNa Little-Lohnes, there being no further business to come before the board today, December 6, 2024, the meeting adjourned at 12:16 p.m. Motion passed by unanimous decision by all present.

ReNa Little-Lohnes, Secretary
UTTC Board of Directors

Approval of December 6, 2024, Board Minutes

Motion #2 by Director Mervin Packineau, seconded by Director Janet Alkire, to approve minutes of December 6, 2024, UTTC Minutes. Motion passed by unanimous decision by all present January 3, 2025.