

President's Cabinet Meeting

December 27, 2021

Action Items

Participating: Angela Buck, Mike Williams, Dottie Martin, Tim Crowley, Barry Ingraham, Matt Grillo, Mike Williams, Lindsay LeBlanc, Leah Buck, Sue Bernard

Tim—EDA grant will be discussed at a meeting following this one.

- Facial recognition didn't work on Sue's phone for storm cancellation last week. Sue will meet with Barry to fix.
- Refugee resettlement zoom meeting needs to be set up. Sue and Tim will meet today to invite people. Sue has contacted people in Bangor who are working on the same project there, in order to be involved and observe their work. The local group may be able to find funding to do the planning that it would take to be a new area for refugees. The federal government would have to sign off on a resettlement in northern Maine.
- COVID is blowing up. Tim is encouraging employees to work from home. Put out work assignments/expectations to everyone working from home.
- Ryan Drost was not comfortable with delaying the semester, but Tim went ahead and put out info to the campus due to the number of COVID cases in the community and conversations with department heads. Semester will be delayed until the 18th.

Leah—CDL expansion—January 2-3 should get approval for funding from state ARPA, allowing NM to submit an application for statewide CDL and Logging. Currently, one applicant for CDL position and has been received and Lindsay will forward. Bangor area will have one session and one will be for the Dover-Foxcroft area for statewide CDL. Please let Tim know if we know of potential employees in this and any field.

- Mechanized Logging—another cycle this summer is being planned. Likely land in Passadumkeag will be the used again.
- Working on federal motor carrier compliance work. February 7th is the timeline for compliance.

Tim—Tracking system for non-credit programs. Training in the next week or so for people at the System and Dave Wyman, Edward, Leah, Holly, Kelly Ayotte, someone in Registrar's office. Tim will contact Michelle from the System who is most familiar with the program to come up with a date for the training.

- SIS—issues regarding the time this is taking, with no budget. Tim wants a group conversation about SIS. Process isn't working.

Barry—Courtney and David are working from home.

- Deveau Construction Company is underway on their work on EMS Sim lab. Paint has been chosen and will begin this week.
- Mike is working on builder's risk—waiting on risk management. Everything is moving on the project.
- Windows and doors for the apartments will begin next week on the 3rd.
- Carl Allen will be on campus on the 4th to go over scope of work for job hazard assessments. John will be invited to that meeting.

- HVAC applicant will be interviewed on January 5.
- Working on making room 206 operational for the PN classes which begin on the 18th.
- EMS scheduling software will be ordered.
- Log for vulnerabilities. Going well.

Tim wants time with Chris for tutoring sessions. Barry will get it scheduled.

Angela—Note to Eric Wellman regarding changes in rural EMS. Has been somewhat disconnected but did talk with Angela once last week. Tim wants to keep him engaged in simulation project.

Tim—Discussed with Unity College about Water Treatment program...it wants to use our labs. Begins with a discussion with SM. SM hasn't been enthusiastic partner. Unity is moving everything online and pushing their environmental effort. Tim wants more information on the College and who it is.

- Administrative day has been scheduled. We will hear more from Angela on that.
- Received the recommendation for the PN faculty position. Will attempt to move that out of his office today.
- Still working on a final budget for the PN program...waiting to determine the funding source. Tim will question the System since he is reluctant to hire a person not knowing what the budget is and how long the funding is available. Will students pay for a portion of their course? Tim will reach out to Dan or Chris.

Angela—will be discussing waiting lists for courses with Abby.

- Ryan wants students to see class availability on January 10.

Lyndsey---Short processing week---get in timecards.

Mike—clean-up week. Wants to finish AHEC revised agreement...need to book salaries.

- LPN-We need to finish all the work on this issue including determining number of faculty needed. Ed is on vacation but available. Must finish work regarding Twin Rivers and Porvair. Still needs to collect money on LPN 1. 50% match has been booked but haven't received it yet.

Dottie—Mike, Barry and Dottie—problems with vendor for the online donation payment process. Might look at other vendors. CLASSY is not working. Tim says try LifeFlight donation process.

Sue—Met with Sunshine Benefactor to deliver Dave Raymond's book as a Christmas gift. He was thrilled. They will visit again in January.