

\\President's Cabinet Meeting Minutes

August 15, 2022

In attendance: Timothy Crowley, Michael Williams, Griffin Goins, Barry Ingraham, Abby Clark, Leah Buck

Absent: Angela Buck, Lindsay LeBlanc

Emergency Action Plan: Review of updated documents (attached) and being posted in more areas on campus. Matt Grillo is the campus incident commander. Need to rethink/reevaluate fire drills as unsafe for everyone to go to designated areas outside (specific to shooter situation). All exterior doors on campus are still locked. RaveAlerts will begin being sent out via Griffin Goins; President Crowley and Griffin will conduct these together.

Barry Ingraham:

- Unvaccinated employees still need to conduct weekly tests
- Working on NECHE report information for Angela Buck
- Contract for AC in CHR 215 is done and moving forward with that project
- Need to replace a compressor in Edmunds; cost \$15,000
- Assigning safety training to all employees this week
- Working on laptop docking stations distribution
- Having issues on whether or not need sprinkler system in canopy for EMS simulation or not
- Just need to complete agreement for the Early Childhood Education Childcare Facility
- Admissions flooring will be a Christmas break project
- Working with Matt Grillo and Griffin Goins to put Alertus & RaveAlert app on phones
- Still looking for custodial hires-hired one through B&P Cleaners; 4 did not work out through Tempo

Mike Williams:

- Working on model of time spent on MJRP projects
- Executive Foundation meeting on Wednesday
- Clayton Endy starting Accountant II position on the 6th; all other applicants have been notified
- Pepsi awarded bid
- Audit requests sent

Leah Buck:

- Logging is going well. We have lost one student who has moved out of state.
- Caterpillar sold the buncher and gave us a 2010. The equipment dealers are selling a lot of the equipment we are utilizing, which creates more work with fire suppression documentation, transporting to the woods and insurance.

- Some of the new instructors we hired for this summer for logging probably not going to be long-term
- Today is the first day the July CDL students are hands-on with the driving range
- Will provide draft schedule of upcoming CDL courses to President Crowley
- Dennis will start sending Holly attendance to get the stipend checks cut to students
- Mike and Leah participating in meeting on Monday regarding the removal of the 10% Cost Allocated from all MJRP program budgets and how to recapture those costs with documenting personnel costs of those who are involved in MJRP projects.

Matt Grillo:

- Enrollment is currently at 557; last year at this time it was 478
- 5 international students have ability to get visa, 1 has already obtained
- Nursing orientation today
- Corey from Aramark is inquiring about a weekend meal schedule
- Jon Blanchard & Lee Griffin working on family housing
- COVID-19: vaccination status does not impact quarantine; daily assessment will continue in fall; sick leave can be used if have COVID
- Case of Monkeypox confirmed in the county
- Submitted two recommendations for OnCourse for College position to President Crowley
- Working on updating the Residential Advisory job description

Griffin Goins:

- President Crowley stated the gold tournament was successful; \$13,000 raised
- Will get out news release this week on Nicole Cote accepting Director of Marketing position
- Discussion on Wellness Center front desk position
 - President Crowley advised to post position (receptionist) and we will look for funding
 - Leah will see if Kelly Ayotte interested
 - Will put up signage to drive traffic to Wellness Center entrance

President Crowley:

- Need to start looking at start date & open house date for EMS Simulation lab
- Going to meeting at Maine Maritime on the 17th RE: WPT. Looking at receiving \$1.2 million for this project. Presidents from two other sister campuses will be joining
- Senator King will be on campus on August 23rd
- Holding a Foundation & General Advisory meeting on August 16th to discuss athletics and refugee resettlement
- Attended a System's Presidents Council meeting last week to discuss shared services, SIS project and finances
- Presque Isle City Council Public Hearing on the 7th regarding the Community Block Grant
- Mary Smith was in the area and she is looking to help fund room & board for international students

Meeting end at 11:22 a.m.

