

**HENRY FORD COLLEGE  
BOARD OF TRUSTEES MEETING  
5101 Evergreen Road  
Dearborn, Michigan 48128  
(313) 845-9650**

**Administrative Services and Conference Center  
Rosenau Board Room**

**April 17, 2023  
7:00 p.m.**

**I. CALL TO ORDER AND ROLL CALL**

Hussein Berry	_____	Mary Petlichkoff	_____
Patrick D'Ambrosio	_____	Irene Watts	_____
Roxanne McDonald	_____	Chair James Thorpe	_____
Adel Mozip	_____		

**II. APPROVAL OF MINUTES**

A. Approval of Minutes for the following Board of Trustees Meetings

- Regular Board of Trustees Meeting – March 20, 2023
- Board of Trustees Policy Committee Meeting – March 20, 2023

Recommended action: Make any necessary corrections and move to approve these minutes.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

**III. RECOGNITION AND ACKNOWLEDGEMENTS**

**IV. PRESIDENT'S ITEMS**

**V. DISCUSSION ITEMS**

- A. Proposed Winter 2023 Technology Investment Fund Projects – Board Report #4694  
Vice President Satkowski
- B. Proposed Fiscal Year 2023-2024 Budget – Board Report #4695  
Vice President Satkowski

**VI. ACTION ITEMS**

A. Citizen Participation

*Citizens wishing to address the Board on agenda and non-agenda items for action who have submitted a blue card by 7:10 p.m. to the Secretary may speak at this time. The Board may not be in a position to respond to non-agenda items; therefore, speakers should not anticipate an immediate response to their comments or questions. For the benefit of all concerned, do not mention the names of students or College employees. Please limit comments to three minutes. If during those three minutes the comments become personally directed, abusive, obscene, or irrelevant, your public comment time may be interrupted or ended.*

B. Special Consideration of an Action Item

Secretary comments: *“Are there any action items on this agenda which Board members or the President wish to discuss and vote on separately? If there are, we will exclude these from the action below.”*

C. Action to Approve Action Items

Background information: At this time, the Secretary will call for a single action to approve all the action items on this agenda except for items excluded from this action by Board member request.

Recommended action: Move to approve action items numbered 1 through 8 as recommended in this agenda, except for \_\_\_ (if necessary).

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

D. At this time, the Secretary will return to any agenda items which Board members asked to discuss and vote on separately.

**BIDS AND CONTRACTS**

- 1. Landscape Maintenance Services – Board Report #4696  
Vice President Satkowski

Recommended action: Move to approve a contract award to DJ’s Landscape Management, Inc. for \$94,575.00 for Landscape Maintenance Services for the 2023 growing season, as requested by Facility Services in accordance with the specifications of Sealed Bid #22483.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

- 2. Cisco IP 8811 Series Phones – Board Report #4697

Vice President Satkowski

Recommended action: Move to approve a contract award to Sentinel Technologies for \$71,700.00 for (three hundred) Cisco IP 8811 Series Phones, as requested by Information Technology Services, in accordance with the specifications of Sealed Bid #22503.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

3. Palo Alto Enterprise Firewalls with 3-Year Licenses – Board Report #4698  
Vice President Satkowski

Recommended action: Move to approve a contract award to AmeriNet for \$547,013.53 for two Palo Alto PA-5250-AC Enterprise Firewalls and associated three-year security software and support subscriptions as requested by the Information Technology Services department, in accordance with Quote #QUO-20480-D6V8G2 dated April 11, 2023.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

4. Contract Bid Thresholds – Board Report #4699  
Vice President Satkowski

Recommended action: Move to approve changes in dollar limits for Micro Purchases or Small Purchases, Request for Quotations, and Competitive Sealed Bids to the limits defined in the current version of Dearborn Public Schools Guideline 6320.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

## **HUMAN RESOURCES**

5. Director of Nursing, School of Health and Human Services  
Vice President Gonko

Recommended action: Move to approve the appointment of Trinalynn Moore, to the position of Director of Nursing, School of Health and Human Services, at Grade 4, Step 12, of the 2022-2025 HFC Administrators' Association, Local 71, Salary Schedule, effective TBD.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

6. SSA Employee Unpaid Extended Health Leave  
Vice President Gonko

Background information: A member of the Support Staff Association (SSA) has requested additional time be granted on a previously Board-approved

unpaid extended health leave. The employee meets the SSA Collective Bargaining Agreement’s requirements outlined in Article 19 for this unpaid extended health leave provision, which also states “leave extensions will be granted only upon recommendation of the President and approval of the Board of Trustees.” (Article 19.B.1.a, p. 27)

Recommended Action: Move to approve the request of a member of the Support Staff Association (SSA) for an additional unpaid extended health leave for a period not to exceed four and a half months from this date based on the employee’s healthcare provider’s expected date of the employee’s return to work, and in accordance with the recommended guidelines for extended leaves.

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

**BOARD-ADMINISTRATIVE SERVICES**

7. 2023-2024 (FY2024) Tuition Adjustment  
President Kavalhuna

Recommended action: Move to approve the tuition rates for in-district students at \$111.00, out-of-district students at \$194.00, and out-of-state/international students at \$281.00 for fiscal year 2023-2024 (beginning with the 2023 Fall Semester).

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

8 Board of Trustees Policy Updates  
Trustee Watts

Background information: On March 20, 2023, the HFC Board of Trustees Policy Committee discussed and reviewed changes to the following policies:

- System of Accounting
- Audit
- Trust and Agency Fund
- HFC Foundation

Recommended action: Move to approve the changes to the following policies:

- System of Accounting
- Audit
- Trust and Agency Fund
- HFC Foundation

MOVED BY: \_\_\_\_\_ SUPPORTED BY: \_\_\_\_\_

## **VII. BOARD OF TRUSTEES BUSINESS**

- A. Acknowledgements of Correspondence
- B. Board Committee Reports
- C. Requests for Information and/or Future Agenda Items
- D. Board Member Commentary

## **VIII. FUTURE MEETING DATES**

- A. Monday, May 8, 2023, **P-12** Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- B. Monday, May 15, 2023, **P-12** Study Session, 6:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room
- C. Monday, June 5, 2023, **P-12** Board of Education Meeting, 7:00 p.m. at the Administrative Service Center in the Frank Franchi Board Room.
- D. Monday, June 12, 2023, **HFC** Board of Trustees Policy Committee Meeting, 6:00 p.m. at the Administrative Services and Conference Center in the Cabinet Conference Room.
- E. Monday, June 12, 2023, **HFC** Board of Trustees Meeting, 7:00 p.m. at the Administrative Services and Conference Center in the Rosenau Board Room.

## **IX. ADJOURNMENT**

Note: Meetings of the Board of Trustees will end no later than 9:30 p.m. unless a majority of Board members votes to extend the meeting by fifteen (15) minutes.

*Individuals who wish to attend the Board of Trustees meeting and require special accommodations should contact the Office of the President at (313) 845-9650. Two days advance notice would be appreciated.*