

APPROVED MINUTES OF A REGULAR MEETING OF THE BOARD OF TRUSTEES  
OF THE COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB

A regular meeting of the Board of Trustees of the Community College District of the County of Macomb was held Thursday, April 21, 2022, at 7:30 p.m., in Room 147 of the Public Service Institute, East Campus, 21901 Dunham Road, Clinton Township, Michigan.

1.0 [CALL TO ORDER](#)

The meeting was called to order by Chairperson Lorenzo at 7:42 p.m.

2.0 [ROLL CALL](#)

Present:

Katherine Lorenzo, Chairperson  
Frank Cusumano, Vice Chairperson  
Roseanne DiMaria, Treasurer  
Kristi Dean, Secretary  
Joan Flynn, Trustee  
Shelley Vitale, Trustee  
Vincent Viviano, Trustee

Absent: None

Also present:

James Sawyer, President  
Sharon Kowal, Assistant to the President  
Jeffrey Steele, General Counsel

3.0 [APPROVAL OF AGENDA](#)

MOTION by Viviano, supported by Flynn, to approve the agenda as presented.

ALL IN FAVOR:

AYES: Viviano, Flynn, Cusumano, Dean, DiMaria, Vitale, Lorenzo

NAYS:

MOTION CARRIED.

4.0 [APPROVAL OF MINUTES](#)

4.1 [Information Session, March 16, 2022](#)

4.2 [Regular Meeting, March 16, 2022](#)

MOTION by Flynn, supported by Cusumano, to approve the minutes of the March 16, 2022 information session and regular meeting minutes, as read.

ALL IN FAVOR:

AYES: Flynn, Cusumano, Dean, DiMaria, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

5.0 [BOARD OF TRUSTEES REPORTS \(verbal\)](#)

5.1 [Board of Trustees Reports](#)

Chairperson Lorenzo thanked the PSI staff for inviting the board to have tonight's meetings at east campus. It is a real joy, and we are looking forward to the tour afterwards.

5.2 [Trustee Endowment Fund](#)

MOTION by Viviano, supported by DiMaria, to approve the transfer of \$1,000 from the General Fund to the Trustee Endowment Fund in memory of Connie Bolanowski.

ROLL CALL VOTE:

AYES: Viviano, DiMaria, Dean, Flynn, Vitale, Lorenzo

NAYS: Cusumano

MOTION CARRIED

POINT OF PRIVILEGE: Trustee Cusumano stated that he wrote a check to the Macomb Community College Foundation from his personal funds in the amount of \$100 in memoriam to Trustee Connie Bolanowski. He presented the check to Chair Lorenzo for forwarding to the Foundation.

6.0 [PRESIDENT'S REPORT \(verbal\)](#)

Dr. Sawyer shared that he had the good fortune to work with Trustee Bolanowski when he was provost. She was a very gracious person and very committed to the college and the community. He appreciated her leadership as a trustee during her term of service. She will be missed by many. Dr. Sawyer posthumously thanked Trustee Bolanowski for all she did for the college.

7.0 [FINANCIAL REPORTS](#)

7.1 [Financial Statements – March 31, 2022](#)

MOTION by DiMaria, supported by Flynn, to receive and file the financial statements for the nine months ended March 31, 2022.

ALL IN FAVOR:

AYES: DiMaria, Flynn, Cusumano, Dean, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

7.2 [Investment Report – March 31, 2022](#)

MOTION by DiMaria, supported by Vitale, to receive and file the investment report of securities held as of March 31, 2022.

ALL IN FAVOR:

AYES: DiMaria, Vitale, Dean, Flynn, Viviano, Lorenzo

NAYS: Cusumano

MOTION CARRIED.

8.0 [AUDIENCE PARTICIPATION \(verbal\)](#)

None.

9.0 PERSONNEL REPORTS

9.1 Personnel Report

9.1A Kathleen Stockman, Grant Administrator, Procurement Technical Assistance Center, MCAAP

MOTION by Cusumano supported by DiMaria, that the Board of Trustees approve the personnel action for Kathleen Stockman, Grant Administrator, Procurement Technical Assistance Center, MCAAP.

ROLL CALL VOTE:

AYES: Cusumano, DiMaria, Dean, Flynn, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

9.1B Mark Jewett, Associate Dean of Applied Technology, MCAAP

MOTION by DiMaria supported by Flynn, that the Board of Trustees approve the personnel action for Mark Jewett, Associate Dean of Applied Technology, MCAAP.

ROLL CALL VOTE:

AYES: DiMaria, Flynn, Cusumano, Dean, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

9.1C Eric Crump, Associate Director of Facilities Services, Skilled Trades, MCAAP

MOTION by Cusumano supported by Viviano, that the Board of Trustees approve the personnel action for Eric Crump, Associate Director of Facilities Services, Skilled Trades, MCAAP.

ROLL CALL VOTE:

AYES: Cusumano, Viviano, Dean, DiMaria, Flynn, Vitale, Lorenzo

NAYS:

MOTION CARRIED.

9.1D Thomas Zalewski, Associate Director of Facilities Services, Maintenance and Custodial, MCAAP

MOTION by DiMaria supported by Flynn, that the Board of Trustees approve the personnel action for Thomas Zalewski, Associate Director of Facilities Services, Maintenance and Custodial, MCAAP.

ROLL CALL VOTE:

AYES: DiMaria, Flynn, Cusumano, Dean, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

9.1E [Daniel Brengel, Director of Reading & Writing Studios and Learning Centers, MCAAP](#)

MOTION by Cusumano supported by DiMaria, that the Board of Trustees approve the personnel action for Daniel Brengel, Director of Reading & Writing Studios and Learning Centers, MCAAP.

ROLL CALL VOTE:

AYES: Cusumano, DiMaria, Dean, Flynn, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

9.1F [Matthew Zeig, Counselor, MCCFO](#)

MOTION by Flynn supported by DiMaria, that the Board of Trustees approve the personnel action for Matthew Zeig, Counselor, MCCFO.

ROLL CALL VOTE:

AYES: Flynn, DiMaria, Cusumano, Dean, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

10.0 [REPORTS OF ADMINISTRATION – INFORMATION ITEMS](#)

10.1 [Miller Dynasty 400 TIG Welders – Perkins Grant Fund](#)

MOTION by DiMaria, supported by Cusumano, that the Board of Trustees receive and file the information reports.

ALL IN FAVOR:

AYES: DiMaria, Cusumano, Dean, Flynn, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

10.2 [Hill-Rom Hospital Suites - HEERF Grant Funding](#)

MOTION by DiMaria, supported by Vitale, that the Board of Trustees receive and file the information reports.

ALL IN FAVOR:

AYES: DiMaria, Vitale, Cusumano, Dean, Flynn, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

11.0 [REPORTS OF ADMINISTRATION – ACTION ITEMS](#)

11.1 [Donations – March 31, 2022](#)

MOTION by DiMaria, supported by Flynn, to accept the donations as presented and acknowledged by the College, with thanks.

ALL IN FAVOR:

AYES: DiMaria, Flynn, Dean, Vitale, Viviano, Lorenzo

NAYS: Cusumano

MOTION CARRIED.

11.2 [Change Orders \(None\)](#)

11.3 [Authorization for Purchases](#)

11.3A [Perkins Grant Fund – Cavitron Jet Plus Dental Equipment](#)

MOTION by DiMaria, supported by Vitale, that the Board of Trustees authorize the Administration to purchase twenty (20) Cavitron Jet Plus equipment packages from Dentsply North America LLC, located in York, PA in the amount of \$54,500 from the Perkins grant fund.

ROLL CALL VOTE:

AYES: DiMaria, Vitale, Cusumano, Dean, Flynn, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

11.3B [Housekeeping Services Contract](#)

MOTION by DiMaria, supported by Flynn, that the Board of Trustees authorize the Administration to enter into a three-year contract for housekeeping services, upon the approval of General Counsel, with ABM of Troy, MI in the amounts of 1<sup>st</sup> year \$1,799,283, 2<sup>nd</sup> year \$1,844,266, 3<sup>rd</sup> year \$1,890,372, first year beginning July 1, 2022, with an option to renew for a fourth and fifth year and authorize the Administration to contract for additional cleaning services, as considered necessary.

ROLL CALL VOTE:

AYES: DiMaria, Flynn, Cusumano, Dean, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

11.3C [Gasoline and Diesel Fuel](#)

MOTION by DiMaria, supported by Flynn, that the Board of Trustees authorize the Administration to renew the College's Gasoline and Diesel Fuel agreement, upon review and approval of General Counsel, for a three-year term with Spencer Oil of Roseville, MI, the lowest bidder meeting college specifications in the amount of \$279,760.

ROLL CALL VOTE:

AYES: DiMaria, Flynn, Cusumano, Dean, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

11.3D [Blackbaud Customer Relationship Management Database Renewal](#)

MOTION by DiMaria supported by Dean, that the Board of Trustees authorize the Administration to enter a 3-year contract renewal, upon the approval of General Counsel, with Blackbaud NXT of Charleston, South Carolina to renew the existing customer relationship management database in an amount not to exceed \$235,000.

DISCUSSION: Trustee Cusumano asked if it is the Foundation or the College that will be the contracting party on behalf of the institution? Mr. Jeff Steele, General Counsel, said it will be the college. Trustee Cusumano asked if the primary focus of the use of this software is for the Foundation or the College? Mr. Steele responded the Foundation.

Trustee Flynn asked if we were supposed to take bids on this? Dr. Sawyer said this is for the renewal of an existing software. Trustee Flynn said so we just automatically renew it. Dr. Sawyer said it is not automatic, we go back to a bidding process to get the best deal that we can, but the reality of implementing a new software every few years just isn't practical. This is a renewal and we try to garner the best deal we can from the supplier.

ROLL CALL VOTE:

AYES: DiMaria, Dean, Flynn, Vitale, Viviano, Lorenzo

NAYS: Cusumano

MOTION CARRIED.

#### 11.3E [Strategic BPR and Improvement Services](#)

MOTION by DiMaria supported by Cusumano, that the Board of Trustees authorize the Administration to enter into a time and materials contract, upon the approval of General Counsel, with DoctumsGlobal of Mt. Prospect, IL, for strategic business process improvement services in an amount not to exceed \$341,860.

DISCUSSION: Trustee Flynn said this is not the lowest bid, but it is the closest state to Michigan. She said Plante & Moran is quite a bit higher, so she is glad this is the one being recommended.

ROLL CALL VOTE:

AYES: DiMaria, Cusumano, Dean, Flynn, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

#### 11.3F [Temporary IT Infrastructure Staffing](#)

MOTION by DiMaria supported by Cusumano, that the Board of Trustees authorize the Administration to award a contract to Ferrilli, Inc., of Haddonfield, NJ, for temporary IT infrastructure staffing pending individual contract review by the College's General Counsel, in a total amount not to exceed \$115,200.

DISCUSSION: Trustee Cusumano commented that these costs are very high, and the board is necessarily reliant on the good judgement of the administration. He notes that from previous votes on these types of contracts that the payments are for more than what we pay the president of the college. Not being an expert in the field he relies on the good judgement and recommendation of the administration.

ROLL CALL VOTE:

AYES: DiMaria, Cusumano, Dean, Flynn, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

11.4 Renovation Items

11.4A 2021-23 Major Renovation Projects

MOTION by DiMaria supported by Cusumano, that the Board of Trustees approve the 2021-2023 Major Renovation Program and authorize the administration to solicit proposals, quotes and bids and award contracts, subject to the approval of General Counsel, to the lowest qualified bidders that will provide acceptable quality, service, and performance meeting College specifications.

DISCUSSION: Trustee Flynn asked if this is for remodeling? Dr. Sawyer said they are major renovations. Trustee Flynn asked who is doing the work? Dr. Sawyer said the board is authorizing the administration to solicit proposals and bids for the work.

ROLL CALL VOTE:

AYES: DiMaria, Cusumano, Dean, Flynn, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

11.4B CN Data Center Cooling Unit Replacement and Proposed Budget

MOTION by DiMaria supported by Cusumano, that the Board of Trustees approve the proposed budget for the replacement of the Center Campus N Building Data Center Cooling unit and the bids as presented and authorize the award of contracts subject to the review and approval of General Counsel.

DISCUSSION: Trustee Flynn said this is the same renovation as the first one, how come the first one doesn't have bids? There are bids for the second one. Mr. Bill Simonson said the 2021-2023 renovation program is due to go out for bid in June. We are asking for authorization for the budget and to award contracts after we take bids. We will bring the bids back to the board as an information item to show the bidding process. Trustee Flynn asked if she missed out on the meeting where we gave approval to go out for bids on this one? Mr. Simonson said no we did not ask for the budget to be approved prior to going to bid on this project. It was small enough that we could get it out for bid and have approval in time to award contracts to meet the schedule. Trustee Flynn said sometimes you go out for bids and sometimes you don't. Mr. Simonson said we always go out for bids. Trustee Flynn said sometimes you ask us. Mr. Simonson said we have taken some bids on the 2021 renovations: the chiller and the chill water pumps. Those bids are in hand and we are waiting for the authorization of the project to award those. Trustee Flynn said she has been on the board three years, and she is still learning.

ROLL CALL VOTE:

AYES: DiMaria, Cusumano, Dean, Flynn, Vitale, Viviano, Lorenzo

NAYS:

MOTION CARRIED.

12.0 POLICY ACTIONS (none)

13.0 ADJOURNMENT

MOTION by DiMaria, supported by Viviano, to adjourn the meeting.

ALL IN FAVOR:

AYES: DiMaria, Viviano, Cusumano, Dean, Flynn, Vitale, Lorenzo

NAYS:

MOTION CARRIED.

The meeting adjourned at 8:17 p.m.

COMMUNITY COLLEGE DISTRICT OF THE COUNTY OF MACOMB BOARD OF TRUSTEES

---

Secretary