Board of Trustees Meeting Minutes
June 12, 2026
Six and Kane, 63 N. Fraley Street, Kane, PA 16735
10:00 a.m.

Attendees:	Virtual Attendee:	Administration/Staff:	Absent:
Mr. Duane Vicini	Dr. Kim Rees	President Susan Snelick	Ms. Jen Gesing
Mr. Jamie Evens	Mr. Justin Leventry	VP Ben Malczyk	Mr. Ryan Betts
Mr. Scott Olewine	Ms. Jessica Herzing	VP Mike Giambrone	Mr. Bob Esch
Ms. Amy Shields	Ms. Heather Evans	VP Adam Johnson	Mr. Aaron Singer
	Ms. Alyce Busch	Mrs. Andrea Shene	

Agenda Item	Discussion/Action	Follow-up Action Items
Call to Order	Chairperson Evens called the meeting to order at 10:02 a.m.	
Roll Call	Mrs. Shene completed the roll call. A meeting quorum was in attendance. Introductions were completed.	
Public Comment	No comments.	
Meeting Minutes	The meeting minutes from the April 10, 2026, Board of Trustees meeting were presented for approval. Chairperson Evens requested a motion to approve the April 10, 2026 meeting minutes. Trustee Vicini so moved, second by Trustee Olewine. The motion passed unanimously.	
New Business	**A. Community Development-** Dannielle Fickenworth provided a presentation that was shared by VP Johnson on the work done in Kane as part of the Community Development Workforce Department. Programs offered across the region were shared. Kane Sparks was the catalyst for many of the programs that run in Kane. The West Penn Power Fund provides	

	grants to offer Z Space. A home health care series will roll out shortly in collaboration with UPMC Kane and Judge Cleland. Culinary programs were discussed. **B.** **Consent Agenda-** Policies 2145, 2150, 2200, 4010, 9235, 9310, 9320 were provided for approval. Trustee Evans noted that the committee reviewed these policies and recommended them to the full board for approval. A motion to approve the policies as presented was so moved by Trustee Shields, seconded by Trustee Herzing. The motion passed unanimously. C. **Annual Retreat -**The retreat will be held on September 10-11. The governance committee met and made recommendations for changing the location to Venango. The agenda will include a communication plan for legislative communication as well as NPRC Operations/Historical Plan. A video "story" could be created and shared on the NPRC website as well as onboarding new members. NPRC's Marketing team will be consulted and a third party may be needed to build this plan. **D.** **Golf Outing-** The outing will be held September 24 at the Bavarian Hills Golf Course. A mailer will be sent as well as a packet with information. The landing page is ready; sponsorship opportunities and team registration can be found on this page. Intentional sponsorship is also being done. **E.** **Gala Updates –** The survey was completed by 4 members. A location change for next year is being considered to maximize fundraising for the students. A shift will also include the invitee list and creating an "experience". A potential to hold the event in the NPRC space. A discussion on the intent of holding events in the east and west to avoid targeting the same businesses multiple times a year. Tentative March 20, 2027 date.	
Standing Committees Reports and Recommended Actions		

Finance & Audit Committee	1. Finance and Audit Committee approved meeting minutes. The minutes from the April 28, 2026 meeting were provided for review. 2. Monthly Statements- The monthly statements for April were reviewed. Reserve funds are being used until the PDE funding is received. A motion to approve these financials as presented was so moved by Trustee Olewine and seconded by Trustee Vicini. The motion passed unanimously. 3. Healthcare Insurance Renewal- The committee reviewed the options available for the next year. The fully funded plan was recommended and approved for the 2026-2027 fiscal year. A new broker assisted with a transition in plans. There were cost savings with moving from Guardian for life, short-term, and long-term disability coverage to One America. Chairperson Evens requested a motion to approve the fully funded plan for the 2026-2027 fiscal year. So moved by Trustee Rees and seconded by Trustee Herzing. The motion passed unanimously.	
Strategic Growth Committee	1. Strategic Growth Committee approved meeting minutes. The meeting minutes from the February 18, 2026 meeting were provided for approval. The Strategic Plan Pillar One: Student First was discussed.	
Executive Committee	1. Executive Committee approved meeting minutes. The meeting minutes from the April 2, 2026 were provided for review.	
Academic Affairs Committee		
Ad Hoc Policy Development	1. Ad Hoc Policy Committee approved meeting Minutes. The meeting minutes from the July 29, 2025 meeting were provided for review.	
College Advancement Committee	This committee will meet on June 17, 2026.	

Governance and Nominating Committee	1. Governance and Nominating Committee approved meeting minutes. The meeting minutes for the February 23, 2026 meeting were provided for review. There was a discussion on new membership and the annual retreat. 2. RFQ NPRC Comprehensive Communication Strategy-	
Task Force Committee Reports and Recommended Actions		
President's Report	The County Spotlights were highlighted. Legislative Visits were discussed. President Snelick thanked Trustee Herzing for her time in attending these meetings. Trustee Leventry drafted a letter to support the request for additional funds from PDE addressed to Senate Leadership. Commencement was discussed. Podcasts and news interviews regarding accreditation were completed. The SBHE hosted a regional meeting on June 10. Warren Gives participation was discussed.	
VPA Report	DE continues to grow. Engagement with 20 school districts. Two funding streams; Teach scholarship and Northwest PDO were discussed. The academic team participated in the curriculum and career institute recently.	
VPESS Report	Presented Zero Bound initiative. With the new marketing group, the initiative will roll out July 1. Recruitment initiatives for fall are underway. 2025 served 1375 individual students. The breakdown of enrollments compared to last year were discussed. Element 451 board participation was shared. SEM plan enrollment course for VP Cummings was discussed.	
VPFO Report	IT has nearly completed a physical inventory of NPRC equipment. E waste has been recycled. Our .edu domain change is complete. Open enrollment will begin next week for benefits. Merit reviews are complete, staff will be informed by the end of the month of their merit increase. Staffing was discussed. The 24-25 PDE grant is complete, the 25-26 grant is executed and NPRC is awaiting receipt of those funds. Collection efforts with students was discussed.	
VPWFD Report	Increases in enrollments, two EMT cohorts running, new fire training collaborations. Apprenticeships and customized trainings continue to grow. Through Career	

	Link, 36 programs eligible with WEOA. Ed2Go enrollments continue to grow. Culinary continues to expand. A grant with St Marys school was discussed. An update on CDL was provided.	
CEC Collaboration Report	VP Johnson shared the results of meetings with CEC directors in one-on-one meetings. Themes included communication challenges, WFD aligned programs, community based programs, duplication of efforts, identify gaps in accountability, budgetary concerns with decreases in in-person attendance, and marketing.	
Advisory Committee	VP Malczyk shared the minutes from the two advisory groups, Human Services and Early Childhood Education, that have already met. Public Safety will be meeting soon. The actionable items that have grown from these meetings were also shared.	
Adjournment	Chairperson Evens requested a motion to adjourn at 12:14 p.m. so moved by Trustee Vicini, seconded by Trustee Shields. The motion passed unanimously.	

Respectfully submitted by: Andrea Shene

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Amy Shields, Secretary of the Board Date