

Minutes of the  
**BOARD OF COOPERATIVE EDUCATIONAL SERVICES**  
of  
**UINTA COUNTY SCHOOL DISTRICT NO. ONE**  
and  
**WESTERN WYOMING COMMUNITY COLLEGE**

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When the Clerk's signature is affixed, this is an official and public record of the Board of Trustees, organized under the laws of the State of Wyoming.

**Meeting Location:** Educational Service Center

XX Regular      \_\_\_\_\_ Called

**Date:** December 20, 2016

**CHAIRPERSON/CLERK  
CERTIFICATION**

*These minutes are a true account of proceedings approved by majority vote of a quorum of the membership.*

**Trustees Attending:**

Dr. Thomas Spicer (audio)  
Josh Welling  
Cassie Torres  
Dave Bennett

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*Chairperson Signature*

**Also Attending Were:**

Mike Williams  
LaDean Andreasen  
Heidi Currutt  
Kiley Ingersoll

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*Clerk Signature*

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The meeting was called to order by Vice Chairperson Bennett at 6:01 p.m. There being a quorum present the meeting was adjourned by Chairperson Bennett at 6:39 p.m.

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**I. WELCOME AND CALL TO ORDER**

Vice Chairperson Bennett called the meeting to order at 6:01 p.m.

**RESOLUTION/ACTION ITEMS**

**II. APPROVAL AND SETTING OF AGENDA**

Motion: Josh Welling to approve the setting of the agenda

Second: Cassie Torres

Vote: Unanimous, motion carries

**III. REVIEW AND APPROVAL OF MINUTES**

Board Meeting November 15, 2016

Motion: Josh Welling to approve minutes

Second: Dr. Thomas Spicer

Vote: Unanimous, motion carries

**IV. SCHEDULE OF BILLS**

**A. General Fund**

Motion: Cassie Torres to approve amount of \$114,186.49

Second: Josh Welling

Vote: Unanimous, motion carries

**B. Payroll**

Motion: Cassie Torres to approve amount of \$75,036.07

Second: Josh Welling

Vote: Unanimous, motion carries

**C. Bills Prior to Next Board Meeting as Listed**

Motion: Cassie Torres to approve

Second: Josh Welling

Vote: Unanimous, motion carries

**V. COMMUNICATIONS**

**A. Visitors to Address the Board**

**B. B.O.C.E.S. Roundtable**

Dr. Thomas Spicer asked who the new board members were from UCSD #1. Dave Bennett stated they were Cassie Torres and Jenny Welling. Both Dr. Thomas Spicer and Dave Bennett stated their welcome to the new members.

**C. Director's Report**

In addition to the written report:

Mike Williams also wanted to welcome the new board members present and stated he would give a larger overview once the board members from WWCC were also appointed.

Mike Williams did complete the training for Work Ready Communities and stated we did hold a public launch for the initiative that was in the paper. We will continue to look for support of employers in the area.

Mike Williams stated he met with Merle Lester at the high school and they discussed asking the community for a vocational training mil. More information on this will be coming once a plan is solidified.

Mike Williams stated he met and discussed the partnership we currently have with UW. It is the goal to strengthen and develop this partnership to better serve our community and increase the presence of UW in Southwest Wyoming. Dr. Thomas Spicer agreed more UW presence is needed and offered his assistance if he was ever needed.

**D. WWCC Coordinator's Report**

In addition to the written report:

Heidi Currutt stated WWCC is winding down before the break.

Heidi Currutt stated there are currently 101 students registered for the spring semester today. The CNA program will start again in February 6. January 18, 2016 will be the start of the next semester.

Heidi Currutt has stated she is working with Uinta B.O.C.E.S. #1 for Work Keys and how to find the best approach to facilitate and move the program forward.

**VI. NEW BUSINESS**

**A. Election of Board Officers**

Motion: Dr. Thomas Spicer to nominate Dave Bennett for Chairperson

Second: Josh Welling

Vote: Unanimous, motion carries

Motion: Cassie Torres to cease nominations for Chairperson

Second: Josh Welling

Vote: Motion Carries

Motion: Josh Welling to nominate Cassie Torres for Vice Chairperson

Second: Dr. Thomas Spicer

Vote: Unanimous, motion carries

Motion: Josh Welling to cease nominations for Vice Chairperson

Second: Dr. Thomas Spicer

Vote: Motion Carries

Motion: Cassie Torres to nominate Josh Welling for Clerk  
Second: Dr. Thomas Spicer  
Vote: Unanimous, motion carries

Motion: Dr. Thomas Spicer to nominate Jenny Welling for Treasurer  
Second: Josh Welling  
Vote: Unanimous, motion carries

**B. Approval of the Meeting Schedule 2017**

Motion: Josh Welling to approve the stated schedule as presented with the change for the December meeting to be moved from December 19, 2017 to December 13, 2017  
Second: Cassie Torres  
Vote: Unanimous, motion carries

Discussion: Dave Bennett stated he felt the December meeting for Uinta B.O.C.E.S. #1 should be moved earlier for convenience and holiday schedules. One possibility was the day after the USCD #1 board meeting.

**VII. OLD BUSINESS**

**A. Quarterly Board Meetings**

Motion: Cassie Torres to table the quarterly board meetings until the February 2017 meeting  
Second: Josh Welling  
Vote: Unanimous, motion carries

Discussion: Mike Williams stated the previous board had been discussing the ability for Uinta B.O.C.E.S. #1 to move to a quarterly board schedule. Mike Williams stated the board would meet 5 times per year. Dr. Thomas Spicer stated while he was in favor of going to this schedule, he felt it would be appropriate to provide some background and information to the new members before moving to the schedule. Cassie Torres asked how the payment of the bills would work. Mike Williams stated that the board would preapprove the bills that were within the budget and then re-approve the bills at each meeting.

**VIII. NEXT MEETING - Tuesday, January 17, 2017 – 6:00 p.m.  
Uinta B.O.C.E.S. #1 Education Center  
1013 W Cheyenne Dr.**

**IX. ADJOURNMENT**

Per Chairperson Bennett at 6:39 p.m.

Board Approved: