

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

Once 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: Uinta B.O.C.E.S.
#1

XX Regular ___ Called

Date: March 11, 2026

Trustees Attending:

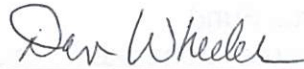
Dan Wheeler
Dave Bennett
Jim Jessen (Remote)
Robbie Lee (Remote)

Also Attending Were:

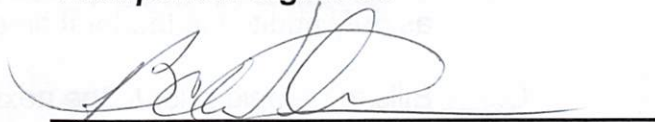
Sheila McGuire
Candy Hamblin
Traci Dodsworth

CHAIRPERSON/CLERK CERTIFICATION

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



Chairperson Signature



Clerk Signature

Chairperson Wheeler called the meeting to order at 6:07 p.m. There being a quorum present, the meeting was adjourned by Chairperson Wheeler at 7:22 p.m.

I. WELCOME AND CALL TO ORDER

Chairperson Wheeler called the meeting to order

II. APPROVAL AND SETTING OF AGENDA

Motion to approve: Jim Jessen

Second: Robbie Lee
Vote: Unanimous Motion Carries

III. REVIEW AND APPROVAL OF MINUTES

Motion to approve: Dave Bennett

Second: Jim Jessen

Vote: Unanimous Motion Carries

IV. SCHEDULE OF BILLS

A. General Fund

Computer-generated checks 77356 through 77416 totaling \$94,917.80 and Electronic Fund Transfers in the amount of \$93,543.54 to be issued in payment for January and February bills as duly audited in the amount of \$188,461.34.

B. Payroll Fund

Computer-generated checks totaling \$15,391.00 and Electronic Transfers Fund of \$76,463.18 to be issued in payment of January and February payroll as duly audited in the total amount of \$91,854.18.

C. Bills to be paid prior to the next Board meeting

- All payroll checks related to current Uinta B.O.C.E.S. #1 employees' payroll for pay periods prior to the next regularly scheduled board meeting
- All expenditures that fit within the approved 2025 - 2026 Uinta B.O.C.E.S. #1 approved budget.

The Executive Director is assigned the authority to approve these vouchers and have checks issued. The bills paid before board approval will be verified at the next board meeting

Motion to approve: Jim Jessen

Second: Dave Bennett

Vote: Unanimous Motion Carries

V. Communications

A. WST Department Report – Candy Hamblin

Key highlights:

- Workforce Safety Training originated in 1996 as Petroleum Industrial Safety Training (PIST).
- The program later became Industrial Safety Training (IST) and is now Workforce Safety

Training (WST).

- WST provides comprehensive health and safety training to prevent workplace injuries and incidents.
 - Over the past 30 years, WST has trained more than 30,000 students.
 - Since 2013, approximately 9,941 nationally recognized certifications have been issued through organizations including OSHA, National Safety Council, American Heart Association, and others.
 - Evanston High School students received 108 OSHA 10-hour certifications through the program.
 - Training numbers have increased significantly:
 - July–December: 130 students trained
 - January–February: 290 students trained
 - Upcoming activities include presentations at the Chamber of Commerce Lunch & Learn.
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B. WWCC Coordinator Report – Traci Dodsworth

- Fall registration preparations are underway.
 - An Application Night is scheduled for April 8 with Western Wyoming Community College admissions staff.
 - A CNA course will be offered this summer.
 - Western is expanding HyFlex courses, allowing students to attend in person, via Zoom, or fully online.
 - Scholarship applications are now matched automatically through an updated scholarship portal.
 - A fully online Biology 1010 course will be available in the fall.
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C. B.O.C.E.S. Director's Report

Dual Enrollment

- Recent legislation includes \$10 million annually for statewide dual enrollment.
- The Wyoming Department of Education is developing implementation guidelines.
- BOCES previously budgeted \$50,000–\$70,000 annually for dual enrollment costs.
- The board will monitor how the funding will affect future budgeting.

Facilities and Operations

- First-floor restroom tile replacement completed in November.
- Third-floor restroom renovation scheduled for late May.
- Continued discussions with local economic development leaders regarding workforce training initiatives.

Grants and Funding

- Federal grants for Adult Education and 21st Century Learning Centers have been renewed.
- The Ready to Work (FBI) grant will continue for a third year without a new application.
- ARPA funds deadline extended to October.

Upcoming Events

- Workforce Training presentation at Chamber of Commerce.
- BOCES Gala: April 11
- Graduation Ceremony: May 9

VI. New Business

A. Liability Insurance Renewal (2026–2027)

The annual liability insurance policy renewal was presented.

- Previous premium: \$58,420
- New premium: \$62,794.73
- Budgeted amount: \$65,000

An additional Armed Assailant Policy was quoted at \$6,964 for \$1,000,000 coverage.

Motion to approve: Dave Bennett

Second: Jim Jessen

Vote: Unanimous Motion Carries

B. Budget Update

Financial update:

- 65% of projected revenue received
- 57% of projected expenditures spent
- Approximately \$200,000 positive balance at this stage of the fiscal year

Higher marketing expenses are primarily due to the promotion of the upcoming BOCES Gala.

C. Excess Old Property

The board discussed surplus equipment from the workshop, including:

- A Glowforge laser engraver
- Several Prusa 3D printers

The equipment is no longer in use due to advances in technology. Staff will be allowed to submit bids first, followed by a public sale if needed.

VII. Old Business

No items.

VIII. Executive Session

The board entered executive session to discuss the **Director's contract renewal for 2026–2027**.

- Increase Director's salary from **\$95,000 to \$96,000**.
- Provide a **performance bonus not to exceed \$5,000** to be evaluated next year based on revenue and financial conditions.

Motion to approve: Dave Bennett

Second: Jim Jessen

Vote: Unanimous Motion Carries

IX. Adjournment

Next meeting: **May 13, 2026 – 6:00 PM**

Meeting adjourned at 7:23 pm