

**LOWER COLUMBIA COLLEGE
BOARD OF TRUSTEES REGULAR BOARD MEETING**

MINUTES

FEBRUARY 18, 2026

1. CALL TO ORDER (DETERMINATION OF QUORUM)

Chair Silva called the regular meeting of the District 13 Board of Trustees to order at 8:33 a.m. on Wednesday, February 18, 2026, in the Heritage Room 100 in the Administration Building of Lower Columbia College. The LCC Board of Trustees meeting was also offered virtually via Zoom. When the meeting was called to order, the following individuals were present, ensuring a quorum.

BOARD OF TRUSTEES: Marc Silva, Chair
Bogi Kim, Vice Chair (late arrival)
Alice Dietz
Mike Karnofski

COLLEGE PRESIDENT: Kristen Finnel, Interim President

2. INTRODUCTION OF GUESTS:

Guests: Henry Brewster, Stefanie Gilberti, Mindy Leasure, and Angie Rogers.

Others in Attendance: Nolan Wheeler, Wendy Hall, Dan Ruiz, Shelley Williams (AAG), Matt Holloway, Jacob Coder, Chris Wood, Thomas Herold, and Tracy Powell.

Virtual Attendees: Emilee, Anonymous, Minka Atkinson, April Tovar, Taryn Williams, and Laura Sampson/LCC Chat Moderator.

3. APPROVAL OF AGENDA

Chair Silva called for a motion to approve the agenda. A motion was made by Trustee Dietz and seconded by Trustee Karnofski to approve the agenda as presented.

MOTION: By Trustee Dietz, seconded by Trustee Karnofski

OUTCOME: **The motion carried unanimously**

4. CONSENT ITEMS

The following consent items were offered for the Board's consideration.

4.a. Minutes of the January 21, 2026, Regular Board Meeting

4.b. Minutes of the January 26, 2026, Special Board Meeting

4.c. HS/EHS/ECEAP Annual Self-Assessment Action Plan

The program conducts an annual self-assessment to inform program planning and support continuous quality improvement. Staff, parents, and program leadership participate in the process. The completed self-assessment is shared with the Policy Council and the Board of Trustees for adoption.

Chair Silva called for a motion to approve the consent agenda. Trustee Karnofski requested corrections to the January 21, 2026, minutes (*Policy Governance*, page 5) and the January 26, 2026, minutes (*Action as a Result of Executive Session*, page 2) to reflect the correct individual's name. Trustee Dietz requested correction of a spelling error in the January 21, 2026, minutes (*Virtual Attendees*, page 1).

A motion was made by Trustee Karnofski and seconded by Trustee Dietz to approve the consent agenda as presented, with the noted revisions to the January 21, 2026, and January 26, 2026, minutes.

MOTION: By Trustee Karnofski, seconded by Trustee Dietz

OUTCOME: The motion carried unanimously

5. COLLEGE INPUT (REPORTS)

5a. President's Report

Kristen Finnel, Interim President and Vice President of Instruction, provided a brief overview.

Highlights included:

- NACEP Virtual Accreditation Site Visit was held last week for our CiHS program.
- The College and Career Prep department also completed an SBCTC BEdA reporting and compliance review, receiving no corrective actions and many commendations.
- We hosted the Future Business Leaders of America's Winter Conference on Friday, January 30. Over 400 high school students from Southwest Washington were in attendance.
- The Natural Science department hosted a STEM advising night last week, connecting 34 STEM students with area faculty, advisors, and representatives from WSUV.
- Teacher Education expansion: LCC has submitted a letter to the Professional Educators Standards Board to offer teacher preparation at Grays Harbor College beginning fall 2026. This will be a two-year location modification of LCC's currently approved BAS-TE degree program while Grays Harbor College works through the PESB approval process.

Wendy Hall, Vice President of ECR and Student Access, provided a brief overview. Highlights included:

- Strategic Enrollment

- State FTE for Winter quarter is 2,225, compared to 2,151 on the same calendar day last year (+3.4%).
- Total FTE for Winter quarter is 2,839, compared to 2,655 on the same calendar day last year (+6.9%).
- 2025-26 Annual State FTE is 1,819, compared to 1,661 on the same calendar day last year (+9.5%).
- 2025-26 Annual Total FTE is 2,248, compared to 2,055 on the same calendar day last year (+9.4%).
- Accreditation
 - A letter from the NWCCU finalizing our Fall 2025 evaluation results is expected by the end of the month.
 - The NWCCU is planning to roll out a new set of Standards in 2027.
- Guided Pathways
 - We are developing our 2026-27 Guided Pathways workplan, which is due to the SBCTC in mid-March.
 - The Washington CTC system has until 2029 to demonstrate to the Washington Legislature that its investment in Guided Pathways has "moved the needle."

Nolan Wheeler, Vice President of Administration, provided a brief overview. Highlights included:

- The waterline repair project on 15th Avenue is still underway.
- The FY25 Financial Statement Audit continues.
- The Grandstand project plans are under review with the City of Longview, and bid documents are nearly complete.
- Athletics Hall of Fame Event tonight.

Dan Ruiz, Executive Director of DEI, Student Programming, and Housing, provided a brief overview. Highlights included:

- ASLCC students enjoyed the DC Legislative Summit trip and are excited to work on campus.
- The English & American Culture Program with Atomi University is being held on campus through March 10, 2026.

Mindy Leasure, Director of Head Start/ECEAP/EHS Written Report, Budget Status, and Program Report

- In addition to the written reports provided to the Board, Mindy Leasure presented the Improper Payment Review Summary Report from the Administration for Children and Families, which identified three areas requiring additional information from the College. Leasure and the Head Start fiscal team will collaborate with the LCC Finance Office to submit the required information within the 30-day response period and take any necessary actions outlined in the federal notice. She will keep the Board informed as

determinations are made. Leasure also thanked Trustees Kim and Silva for attending program activities the previous month.

6. INSTITUTIONAL MONITORING

[Academic Transfer Monitoring Report](#)

Deans of Instruction Henry Brewster and Stefani Gilberti presented information on LCC's Key Performance Indicators to provide context for indicators that fell below Mission Fulfillment.

A motion was made by Trustee Karnofski and seconded by Trustee Kim to increase the mission fulfillment threshold for Student Performance in Transfer Classes to 80% for all categories.

MOTION: By Trustee Karnofski, seconded by Trustee Kim

OUTCOME: The motion carried unanimously

7. BOARD BUSINESS/INFORMATION ITEMS

7.a. Communications Process

Trustee Dietz requested information on best practices for receiving and distributing public input. Shelley Williams, Assistant Attorney General, reminded the Board that members may speak as individuals, not on behalf of the Board, and provided the following guidance: Communications related to public comment should be forwarded to Tracy Powell for distribution to the Board. All other communications may be forwarded to Interim President Kristen Finnel for direction and distribution.

7.b. Nomination of Board Officers for 2026-28 (effective March 2026)

In accordance with Policy Governance, the Board nominates officers for two-year terms in February. The election of officers is conducted as the final item of Board business during the regular March Board meeting.

A motion was made by Trustee Dietz and seconded by Trustee Karnofski to nominate Trustee Kim for Board Chair.

MOTION: By Trustee Dietz, seconded by Trustee Karnofski

OUTCOME: The motion carried unanimously

A motion was made by Trustee Karnofski and seconded by Trustee Kim to nominate Trustee Dietz for Board Vice Chair.

MOTION: By Trustee Karnofski, seconded by Trustee Kim

OUTCOME:

The motion carried unanimously

8. PUBLIC COMMENT

An opportunity for public comment was provided; none was received.

9. BOARD WORKSHOP TOPICS

9.a. Review Anticipated Budget Parameters and Priorities, and Quarterly Budget Report:

Vice President Nolan Wheeler presented the Operating Budget Assumptions for FY27.

- Current projections based on Governor Ferguson's proposed budget.
- FY27 allocation will include a 1.5% decrease across the board.
- FY27 allocation will include a reduction tied to goods and services expenditures.
- FY27 allocation will decrease by an additional \$114,667 due to the updated allocation model.
- FY27 Tuition/Fee Revenue has increased by 5% from the FY26 Projected Final Amount. Total budgeted \$7.35MM
- FY27 Running Start Revenue has increased by 5% from the FY26 forecasted collection amount. Debt service for the Main Building COP will then be deducted from that total (\$250,000). Total budgeted: \$4.2MM
- FY27 Open Doors Revenue forecasted to increase to \$20K.
- All local revenue in FY26 will be expended, with no carry-forward into FY27.
- There will be a 2% salary increase for all classified and exempt staff. Faculty will receive a 2.7% salary increase. These increases will be only partially funded (79/21) in the FY27 State Allocation.
- FY27 health insurance rates will increase to \$1,355/month from \$1,315/month. This increase will be partially funded (79/21) in the FY27 State Allocation.
- FY27 Operating Budget will total approximately \$38MM.

9.b. Review College Mission: The Board completed its annual review of the College Mission Statement, as required by Board Policy. No changes were recommended.

9.c. Review College Priorities for 2026-27: Vice President Wendy Hall presented the first draft of the 2026-27 College Priorities for the Board's review. The draft was developed during the Monitoring Report Planning Lunches and incorporates revisions made in response to accreditation recommendations related to shared governance. The document will be shared with the campus for review this spring, with final Board approval anticipated in June.

9.d. Accreditation: Vice President Wendy Hall provided an update on efforts related to accreditation recommendations. She shared several initiatives currently underway and noted that employee budget forums have been reinstated, generating more than 150 ideas from employees. The next step will be to compile the ideas and share updates with employees

regarding the progress and feasibility of those proposals.

9.e. Male Enrollment: Donna Meyers and Angie Rogers provided an update on male enrollment trends, noting that the proportion of male students is influenced by high female enrollment in programs such as nursing and education. Overall, enrollment and graduation rates have increased for both male and female students. Meyers highlighted outreach efforts to engage male students, including the Brothers in Power conference, Try-a-Trade events, high school outreach, college fairs, and the Senior Success program. Vice President Wendy Hall noted that targeted digital marketing and program interest in areas such as engineering, robotics, and applied bachelor's degrees are also supporting recruitment efforts.

9.f. HR DEI Report (Sam Orth): This item was tabled.

9.g. IT Support for Trustees: Matt Holloway, Jacob Coder, and Chris Wood assisted Trustees with their LCC accounts.

9.h. OPMA Refresher: Shelley Williams, Assistant Attorney General, provided OMPA refresher training for the Board. The Board requested that annual refresher training be scheduled each February. Training materials are available through the Washington State Office of the Attorney General: [AGO's OPMA Open Government Training](#).

10. POLICY GOVERNANCE

10.a. Policy Review Schedule: The Board of Trustees regularly reviews sections of Board policy to determine whether revisions are necessary and approves any needed updates. There were no Board policies scheduled for review at this meeting. The policy review cycle will resume with Section 4: Executive Limitations.

11. EXECUTIVE SESSION

At 11:04 a.m., Chair Silva called for an Executive Session to review the performance of a public employee and to discuss with legal counsel representing the agency litigation, or potential litigation, to which the agency or the Board is likely to become a party. The Executive Session was anticipated to end at 11:34 a.m.

12. ADJOURN EXECUTIVE SESSION

Chair Silva reopened the public meeting at 11:34 a.m.

13. ACTION AS A RESULT OF EXECUTIVE SESSION

No action was taken as a result of the Executive Session.

14. ADJOURNMENT

With no further business, Chair Silva called for a motion to adjourn at 11:36 a.m. Trustee Karnofski moved to adjourn the meeting, and Trustee Kim seconded the motion. The Board meeting was adjourned.

MOTION: By Trustee Karnofski, seconded by Trustee Kim

OUTCOME: The motion carried unanimously.

On March 18, 2026, the Board of Trustees of Community College District 13 approved the minutes of the February 18, 2026, regular meeting.



Kristen Finnel, Interim Secretary to the Board