



## BOARD OF TRUSTEES EXECUTIVE COMMITTEE

### Meeting by Videoconference

#### **By Zoom Platform:**

*(September 17, 2020)*

#### **Meeting Minutes**

**In Attendance:** Executive Committee Members (via video conference): Chair Joseph Morone, Vice Chair Jamie Burnett, Secretary Kass Ardinger, Todd Black, Jackie Eastwood, Chris Pope, Wally Stevens (for Alex Walker). Other Trustees: Amy Begg, Don Birx, Jim Dean, Cathy Green, Shawn Jasper, Todd Leach, Tyler Minnich, Mike Pilot, Mark Rubinstein, Michael Shannon, Marjorie Smith, Greg Tewksbury, Melinda Treadwell, David Westover, and Jonathan Melanson (for Governor Sununu). Staff members participating (via video conference): Lisa Thorne, Cathy Provencher, Jim McGrail, Karen Benincasa, Tia Miller, and Ron Rodgers. Member of the public observing (via video conference): Daniela Allee from New Hampshire Public Radio.

**Call to Order:** At 4:00 pm, Chair Morone called the meeting to order, had the roll called, and noted the presence of a quorum sufficient for the conduct of business.

**Conduct of a Telephonic Meeting:** Chair Morone made the following announcement regarding the conduct of a telephonic meeting and counting all members toward the quorum requirement whether or not physically present in the meeting location:

This meeting is being held by electronic means in conformance with the Governor's emergency declaration of March 13, 2020, and subsequent emergency orders, as well as the applicable provisions of the New Hampshire Right-to-Know Law, RSA 91-A. If during the conduct of this meeting, anyone has difficulty connecting or staying connected to the video or audio feed please contact Tia Miller at [tia.miller@usnh.edu](mailto:tia.miller@usnh.edu).

**Approval of Minutes:** On motion made by Trustee Eastwood and seconded by Trustee Burnett, the committee unanimously approved the minutes for the meetings of September 10, 2020.

*VOTED, that the Executive Committee approve the minutes of the Executive Committee meeting of September 10, 2020, as presented.*

**Campus Updates and COVID Testing Dashboards:** Chair Morone called on the Presidents to provide updates on campus reopening and the COVID testing programs at their institutions. The early results at each of the institutions are very encouraging. The few problems that emerged have been quickly and effectively addressed. President Treadwell presented the dashboards developed to keep the Board of Trustees informed on current conditions at each of the institutions. Members of the committee expressed appreciation for the hard work done to make the start of the fall semester a success.

**USNH COVID Early Retirement Program:** USNH CHRO Jim McGrail provided a brief update on the progress of the COVID Early Retirement Program (CERP). The application deadline is October 15. The applications have been very strong; Mr. McGrail expects the final total may be as high as 350 to 400 employees across USNH, from all eligible employee groups.

**USNH Paid Holiday Schedule:** USNH CHRO Jim McGrail presented a recommendation from the Administrative Board to add Juneteenth to the schedule of USNH employee paid holidays, increasing the total number of holidays from eleven to twelve. Mr. McGrail explained the benchmarking findings in support of the recommendation: Peer group institutions range from 11 to 14 paid holidays and the State of New Hampshire provides 13 days for its employees. On motion moved by Trustee Burnett and seconded by Trustee Eastwood, the Executive Committee unanimously approved the recommendation.

*VOTED, on recommendation of the Administrative Board, the Executive Committee hereby approves the addition of a twelfth holiday (Juneteenth) to the annual USNH Holiday Schedule, subject to collective bargaining agreements. AND FURTHER, as a result of this addition, USNH USY policy will be amended as seen in the supporting documentation attached to this motion.*

**Non-public Session:** At 4:55 pm, the Executive Committee voted to go into non-public session for the reasons described below. On motion made by Chair Morone and seconded by Trustee Burnett, the committee voted unanimously by roll call to go into non-public session:

*VOTED, that the Executive Committee go into nonpublic session for the purpose of discussing the annual performance evaluation of the USNH presidents and chancellor as authorized by the Right to Know Law provisions regarding personnel matters including the performance of one or more public employees, RSA 91-A:3, II (a).*

**Executive Non-public Session:** At 5:40 pm, the committee voted to go into executive non-public session to discuss the annual performance evaluation of the USNH presidents and chancellor. On motion made by Trustee Burnett and seconded by Trustee Eastwood, the committee voted unanimously to go into executive non-public session:

***VOTED**, that the Executive Committee go into executive nonpublic session as authorized by USNH Board Bylaws, Article V, Section 4g.*

**Return to Public Session:** At 5:55 pm, on motion duly made and seconded, the Executive Committee voted to return to public session. Chair Morone announced the committee took no votes and made no decisions while in non-public session.

**Adjourn:** At 6:00 pm, Chair Morone called for further business and, hearing none, called for a motion to adjourn the meeting. The motion was duly moved, seconded, and unanimously approved. The meeting was adjourned.