



Excellence • Integrity • Success • Equity • Community

**DISTRICT BOARD OF TRUSTEES
REGULAR MEETING
TUESDAY, SEPTEMBER 17, 2024 - 12:00 NOON**

**FACILITATED FROM THE INSTRUCTIONAL PERFORMING ARTS CENTER
8657 OLD PASCO ROAD, WESLEY CHAPEL**

JOIN VIA ZOOM:

<https://phsc.zoom.us/j/84167499650?pwd=XuIWahN6tY9Auvo805NBfIISEDOWtF.1>

A. GENERAL FUNCTIONS

- 1.1 Call to Order
- 1.2 Roll Call
- 1.3 Pledge of Allegiance and Invocation
 - 1.3.1 Vision Statement and Mission Statement
- 1.4 Recognition of President's Guests
 - 1.4.1 Student Representative, Gilberto Mattei-Fernandez, In Recognition of His Time Served as Student Representative to the District Board of Trustees
- 1.5 Hearing of Citizens and Petitions
- 1.6 Approval, Minutes/July 10, 2024; Consent and Hand-Out Agenda Items
- 1.7 President's Report

Informational

- 1.7.1 Nursing and Allied Health Advancement Institute Bay News 9 Story
- 1.7.2 Trustee Representation on Foundation Board
- 1.7.3 Strategic Plan Update
- 1.7.4 Listening Tour Findings

APPROVAL/RATIFICATION & INFORMATION ITEMS

B. ACADEMIC AFFAIRS

Approvals

- 2.4 New Course Fees
- 2.5 Pasco Sheriff's Office and PHSC Interlocal Agreement
- 2.6 Authorization to Become a Local Education Agency (LEA) for Charter School

Informational

- 2.7 Instruction Updates
- 2.8 Instructional Rank Changes

D. FINANCIAL SERVICES

Approvals

- 4.5 PHSC 2023-2024 Annual Financial Report (AFR) Executive Summary
- 4.6 Fund 1 2023-2024 Year-End Budget Transfers
- 4.7 PHSC 2024-2025-2024 Carryforward Spending Plan
- 4.8 Budget Amendments, 2024-2025
 - 4.8.1 Fund 1 Unrestricted Current Funds
 - 4.8.2 Fund 2 Current Restricted
 - 4.8.3 Fund 3 Auxiliary Services
 - 4.8.4 Fund 5 Scholarships
 - 4.8.5 Fund 7 Unexpended Plant Fund

Informational

- 4.9 Monthly Budget Summary

E. STUDENT AFFAIRS

Approvals

- 5.1 2024-2025 Student Representative

F. ENROLLMENT MANAGEMENT

Informational

- 6.1 Enrollment Report

G. GOVERNMENT RELATIONS AND GENERAL COUNSEL

Informational

- 7.1 Legislative Summary
- 7.2 Union Update
- 7.3 Title IX Update

H. TRUSTEE REMARKS

I. ADJOURNMENT

6Hx19-1.16 COLLEGE VISION STATEMENT AND MISSION STATEMENT

The purpose of this Board Rule is to establish the Vision Statement and Mission Statement of Pasco-Hernando State College.

VISION STATEMENT

We will be the premier college of choice for our community, driving transformational change for intellectual, social, and economic mobility through educational opportunities.

MISSION STATEMENT

Pasco-Hernando State College, a comprehensive, learning-centered institution, serves its community by providing affordable, accessible, and diverse educational experiences that empower students to achieve academic success, personal enrichment, and socio-economic advancement.

Rule Adopted: 3/20/72; 12/16/74; 8/25/75; 11/19/79; 1/23/84; 5/20/85; 10/19/87; 4/10/90; 3/21/95; 4/16/96; 2/24/98; 2/18/02; 1/20/04; 4/18/06; 1/15/08; 10/28/10; 4/17/12;+01/21/14; 11/20/18; 05/18/21

Effective Date: 3/20/72; 12/16/74; 10/7/75; 11/19/79; 1/23/84; 5/20/85; 10/19/87; 4/10/90; 3/21/95; 4/16/96; 2/24/98; 2/18/02; 1/20/04; 4/18/06; 1/15/08; 10/28/10; 4/17/12;+01/21/14; 11/20/18; 05/18/21

Legal Authority:

General Authority: Florida Statutes: 1001.64; 1001.65; 1004.65

Other References:

Law Implemented: Florida Statutes: 1001.64 (1)(2)(4);1001.65(1)(16)(24); 1004.65; 1011.82; 1011.84

Proposer: Timothy L. Beard, President

+Amendment renamed the College to "State College" and added Baccalaureate Degrees to the Mission.



Excellence • Integrity • Success • Equity • Community

**DISTRICT BOARD OF TRUSTEES
REGULAR MEETING *DRAFT MINUTES*
WEDNESDAY, JULY 10, 2024 - 12:00 NOON**

**FACILITATED FROM THE WEST CAMPUS CONFERENCE CENTER
10230 RIDGE ROAD, NEW PORT RICHEY**

JOIN VIA ZOOM:

<https://phsc.zoom.us/j/84167499650?pwd=XuIWahN6tY9Auvo805NBfIISEDOWtF.1>

A. GENERAL FUNCTIONS

1.1 Call to Order

1.2 Roll Call

Roll call was taken and indicated the following Board members in attendance: Ms. Marilyn Pearson-Adams, Chair, Mr. Lee Maggard, Mr. John Mitten, Mrs. Nicole Newlon, Mr. Ryan Brady, Dr. Gino Collura, and Student Representative Gilberto Mattei-Fernandez. Dr. Jesse Pisors, College President, and Mr. Andrea Brvenik, Vice President of Government Relations and General Counsel, were also present.

Absent: Dr. Becky Schulkowski and Mr. John Allocco, Jr.

College administrators and staff present: Dr. Lisa Richardson, Dr. Chris Bibbo, Mr. Brian Horn, Mrs. Nicole Miller, Mr. John Fey, Mrs. Zoe Zalta, Mrs. Jessica White, Mrs. Jennifer Van Matre, Ms. Caitlin Gille, Ms. Raven Dixon, Mr. Jared Rolf, Mr. Tyler Claassen, Mr. James Mohring, Ms. Lydia Massias, Dr. Misty Price, Dr. Bob Bade, Dr. Stacey Thomson, Ms. Chiquita Henderson, Mrs. Courtney Boettcher, Dr. Daniel Powell, Mr. Steven Wasilefsky, Dr. Gerene Thompson, Mrs. Teresa Montanez, Mr. Joe Conte, Mrs. Laura Raposa, Dr. Davina Jones, Dr. Alysen Heil, Mr. Dennis Feltwell, Mr. Reggie Wilson, Mr. Curtis Scaglione, Mr. Calen Barnhart, Ms. Emmalise Feliciano, Ms. Holland Haley, Ms. Krista Knowles, Ms. Samantha Mutter, Mr. Tristan Johnson, and Ms. Autum Alexis.

1.3 Pledge of Allegiance and Invocation

1.3.1 Vision Statement and Mission Statement

1.4 Recognition of President's Guests

1.4.1 FBLA Students and Advisors

1.5 Hearing of Citizens and Petitions

Dr. Caitlin Gille stated that each faculty member received in the mail a ballot to vote on the proposed faculty union. The Union is pleased with the increase in compensation and nursing stipend. She stated that the Administration did not respond to the Union's proposal to remove the multiplier.

Dr. Lydia Massias expanded on the multiplier, stating that applying multiplier diminishes the value of the faculty's work. She urged the Board to reaffirm their commitment to the changes suggested by the Union.

Dr. Stacey Thomson supports Dr. Caitlin Gille and Dr. Lydia Massias stating that the multiplier needs to be corrected.

1.6 Approval, Minutes/June 18, 2024; Consent and Hand-Out Agenda Items

Mrs. Newlon made a motion to approve the Minutes/June 18, 2024; Consent and Hand-Out Agenda Items. The motion was seconded by Mr. Mitten and unanimously approved.

1.7 President's Report

1.7.1 Informational Summary Report, District Board of Trustees 2023-2024 Self-Evaluation

1.7.2 "I Belong Here" Video

APPROVAL/RATIFICATION & INFORMATION ITEMS

B. PERSONNEL

Approvals

2.1 2024-2025 Annual Compensation Plan: Salary Schedule and Employment Procedure

Mrs. Teresa Montanez and Mr. Brian Horn presented the 2024-2025 Annual Compensation Plan: Salary Schedule and Employment Procedure. Mr. Lee Maggard made a motion to approve the 2024-2025 Annual Compensation Plan: Salary Schedule and Employment Procedure. The motion was seconded by Mrs. Nicole Newlon and unanimously approved.

2.2 Instructional Rank Change

Dr. Daniel Powell and Dr. Gerene Thompson presented the Instructional Rank Change. Mr. John Mitten made a motion to approve the Instructional Rank Change. The motion was seconded by Dr. Gino Collura and unanimously approved.

C. ACADEMIC AFFAIRS

Approvals

3.2 New Courses

Dr. Daniel Powell and Dr. Gerene Thompson presented the New Courses. Mrs. Nicole Newlon made a motion to approve the New Courses. The motion was second by Mr. John Mitten and unanimously approved.

3.3 Course Revisions

Dr. Daniel Powell presented the Course Revisions. Mr. John Mitten made a motion to approve the Course Revisions. The motion was second by Dr. Gino Collura and unanimously approved.

3.4 Course Fee Revisions

Dr. Daniel Powell presented the Course Fee Revisions. Mr. John Mitten made a motion to approve the Course Fee Revisions. The motion was second by Mrs. Nicole Newlon and unanimously approved.

3.5 Florida Department of Education Institutional Certification of General Education Courses

Dr. Daniel Powell and Dr. Gerene Thompson presented the Florida Department of Education Institutional Certification of General Education Courses. Mr. John Mitten made a motion to approve the Florida Department of Education Institutional Certification of General Education Courses. The motion was second by Mrs. Nicole Newlon and unanimously approved.

3.6 Hernando County Schools Dual Enrollment Agreement

Dr. Daniel Powell and Mrs. Laura Raposa presented the Hernando County Schools Dual Enrollment Agreement. Mr. John Mitten made a motion to approve the Hernando County Schools Dual Enrollment Agreement. The motion was second by Dr. Gino Collura and unanimously approved.

3.7 CareerSource Pasco Hernando Training Provider Agreement

Dr. Daniel Powell and Dr. Alysén Heil presented the CareerSource Pasco Hernando Training Provider Agreement. Mrs. Nicole Newlon made a motion to approve the CareerSource Pasco Hernando Training Provider Agreement. The motion was second by Mr. Ryan Brady and unanimously approved.

3.8 East Campus Welding Lab Modification

Dr. Daniel Powell and Dr. Alysén Heil presented the East Campus Welding Lab Modification. Mr. Ryan Brady made a motion to approve the East Campus Welding Lab Modification. The motion was second by Dr. Gino Collura and unanimously approved.

D. FACILITIES

Approvals

4.3 East Campus – LEMA Construction Inc – Student Success Center

Mr. Steven Wasilefsky presented the East Campus – LEMA Construction Inc – Student Success Center. Mr. Ryan Brady made a motion to approve the East Campus – LEMA Construction Inc – Student Success Center. The motion was second by Mr. John Mitten and unanimously approved.

4.4 East Campus – LEMA Construction Inc – Student Success Center, Deductive Change Order – Trane USA/HVAC Equipment Trane Controls

4.5 East Campus – LEMA Construction Inc – Student Success Center, Deductive Change Order – Trane USA/HVAC Equipment

4.6 East Campus – LEMA Construction Inc – Student Success Center, Deductive Change Order – Johnson Controls/Security Equipment

Mr. Steven Wasilefsky presented the East Campus LEMA Construction Inc Student Success Center, Deductive Change Order for the Trane USA/HVAC Equipment Trane Controls, Trane USA/HVAC Equipment, and Johnson Controls/Security Equipment. Mr. Lee Maggard made a motion to approve items 4.4, 4.5 and 4.6. The motion was second by Mr. John Mitten and unanimously approved.

E. FINANCIAL SERVICES

Approvals

5.2 2023-2024 Property Inventory

5.3 Disposal/Write-Off of College Property

Mr. Brian Horn presented the 2023-2024 Property Inventory and the Disposal/Write-Off of College Property. Mr. Ryan Brady made a motion to approve the 2023-2024 Property Inventory and the Disposal/Write-Off of College Property. The motion was second by Mr. Lee Maggard and unanimously approved.

5.4 Budget Amendments, 2023-2024

5.4.1 Fund 2 Current Restricted

5.5 Budget Amendments, 2024-2025

5.5.1 Fund 2 Current Restricted

Mr. Brian Horn presented the Budget Amendments, 2023-2024 for Fund 2 Current Restricted and the Budget Amendments, 2024-2025 for Fund 2 Current Restricted. Mrs. Nicole Newlon made a motion to approve the Budget Amendments, 2024-2025. The motion was second by Dr. Gino Collura and unanimously approved.

Informational Only

5.6 Monthly Operating Budget Summary

F. INSTITUTIONAL TECHNOLOGY

Informational Only

6.1 ERP Banner Project

G. ENROLLMENT MANAGEMENT

Informational Only

7.1 Enrollment Report

H. ADVANCEMENT, INNOVATION & STRATEGIC PARTNERSHIPS/FOUNDATION

8.1 Approval, 2022-2023 Foundation Direct-Support Organizations Audit Review Checklist, 2023 Foundation Financial Statements and Foundation 990 Form

Dr. Lisa Richardson presented the Approval, 2022-2023 Foundation Direct-Support Organizations Audit Review Checklist, 2023 Foundation Financial Statements and Foundation 990 Form. Mrs. Nicole Newlon made a motion to approve the Approval, 2022-2023 Foundation Direct-Support Organizations Audit Review Checklist, 2023 Foundation Financial Statements and Foundation 990 Form. The motion was second by Mr. John Mitten and unanimously approved.

8.2 Informational, Corporate Partnership Agreement with BRP Insurance III DBA Guided Solutions

I. GOVERNMENT RELATIONS AND GENERAL COUNSEL

9.1 Approval, Proposed Faculty Union MOU

Mr. Andrea Brvenik presented the Approval, Proposed Faculty Union MOU. Mr. John Mitten made a motion to approve the Approval, Proposed Faculty Union MOU. The motion was second by Mr. Ryan Brady and unanimously approved.

J. TRUSTEE REMARKS

- Mr. Brady followed up on a question regarding the Academic Affairs Hernando County Schools Dual Enrollment Agreement. He commended the amount of work that goes into these processes and thanked the staff and faculty for their hard work and congratulated the FBLA members.
- Dr. Collura stated that it is incredibly powerful to see how much hope there is in the PHSC community and that there is great leadership in PHSC.
- Mrs. Newlon congratulated the FBLA students and staff on their many awards. She also congratulated the staff and faculty on coming to an agreement on the negotiations with the Union and the approval of item 9.1 the proposed Faculty Union MOU.
- Mr. Maggard offers his congratulation to Chair Pearson-Adams on her first meeting as Chair and to the FBLA students and staff.
- Mr. Mitten offers congratulations to the FBLA students and staff. He has been impressed by what he saw at Gowers Corner for the Bachelor's Degree programs and the workforce training.
- Mr. Mattei-Fernandez congratulated staff, faculty, and students on showcasing leadership and contributing their passion to PHSC.
- Ms. Pearson-Adams thanked and congratulated the FBLA students and staff for once again making PHSC shine. She thanked the Trustees for their faith in her as she

assumes this role of Chair, it's an honor. Finally, she thanked the faculty, staff and students for the honor to serve such devoted and dedicated individuals that make this institution great.

- Dr. Pisors thanked the Trustees and Chair Pearson-Adams for their dedication and care for the College.

K. ADJOURNMENT

There being no further business, Chair Pearson-Adams adjourned the meeting at 1:42 pm.

MARILYN PEARSON-ADAMS, CHAIR

ATTEST:

DR. JESSE PISORS, SECRETARY



Council on Academic Affairs
District Board of Trustees Memo

DBOT
9/17/2024
2.1
CONSENT

TO: Dr. Jesse Pisors, President

FROM: Dr. Daniel Powell, Vice President of Academic Affairs & Chief Academic Officer

SUBJECT: New Courses

DATE: Friday, August 23, 2024

This proposal is for the addition of a new course reviewed and approved by the Council on Academic Affairs (CAA) during a meeting on Thursday, July 25, 2024.

CAA presents this new course to the District Board of Trustees (DBOT) for final review and approval during its meeting on Tuesday, September 17, 2024.

New Course: Non-Credit | Continuing Workforce Education

- Ed2Go Probate Law & Estate Planning – NCO0294: Summer 2025

TO: Dr. Jesse Pisors, President

FROM: Dr. Daniel Powell, Vice President of Academic Affairs & Chief Academic Officer

SUBJECT: Course Revisions

DATE: Friday, August 23, 2024

This proposal is for course revisions reviewed and approved by the Council on Academic Affairs (CAA) during a meeting on Thursday, July 25, 2024.

CAA presents these course revisions to the District Board of Trustees (DBOT) for final review and approval during its meeting on Tuesday, September 17, 2024.

Course Revisions: College Credit

- Introduction to Anthropology – ANT2000: Fall 2024*
 - FLDOE General Education mandate
- American Federal Government – POS2041: Fall 2024*
 - FLDOE General Education mandate
- Fundamentals of Physics – PHY1020C: Spring 2025
 - Revising prerequisites
 - Adding a lab fee similar to other physics courses

PHSC

PASCO-HERNANDO STATE COLLEGE

Dual Enrollment Agreements Home Schools/Non-Public Schools

TO: Dr. Jesse Pisors, President

FROM: Dr. Daniel Powell, Vice President, Academic Affairs/Chief Academic Officer

SUBJECT: Dual Enrollment Agreements: Private/Non-Public Schools and Home Schools

DATE: September 17, 2024

Please see the attached list of the Private/Non-Public Schools and Home School institutions that have applied to participate in our dual enrollment program during the 2024-2025 academic year. I am requesting that you recommend that the District Board of Trustees approve the dual enrollment articulation agreements between Pasco-Hernando State College and the Private/Non-Public and Home Schools as identified in this correspondence. Upon approval by the District Board of Trustees, I will forward a copy of the approved list to the Florida Department of Education and a copy of the signed articulation agreement to the appropriate institution.

2024-2025 Academic Year

Home Schools	Home Schools
Allen Home School	Magnolia Academy
Bailey Christian Home School	Meehan Home School
Bencomo Home School	Milbert Home School
Bennett Home School	Miller Home School
Brooks Academy	Paulshock Home School
Chavez Home School	Rolling Acres Academy
Doeg Home School	Sansone Home School
Ellis Home School	Streets Academy
Evans Home School	Sunshine Home School
Farley Academy	The Academy of Bennett, Scandrett and Brown
Haines Home School	The H4 Home School
Hoogie School	Z2 Learning
Headley Home School	
JMJ Home School	

Lanhaus Home School	
Non-public/Private Schools	Non-public/Private Schools
Tampa Christian Community School	

**ANNUAL COMPREHENSIVE SAFETY INSPECTION REPORT
STATE BOARD OF EDUCATION
ADMINISTRATIVE RULE - SREF 2014 & F.A.C. 69A-58
FISCAL YEAR 2023-2024**

College Facility: Pasco-Hernando State College Fire District: Pasco County
 SCHOOL / FACILITY: West Campus
 ADDRESS: 10230 Ridge Road, New Port Richey, FL 34654

OF SERIOUS FIRE SAFETY VIOLATIONS 0

OF NON-SERIOUS FIRE SAFETY VIOLATIONS 0

FIRE DISTRICT FIRE SAFETY INSPECTOR NAME PRINTED (IF JOINT INSPECTION)		<u>Jeb W Bynum (Municipal Fire Inspector)</u>	<u>April 5, 2023</u>
		COMM. COLLEGE BOARD FIRESAFETY INSPECTOR NAME PRINTED	INSPECTION DATE
FIRE DISTRICT FIRE SAFETY INSPECTOR SIGNATURE (IF JOINT INSPECTION)		<u>Fire Prevention Specialists, Inc., 609 Gina Lane, Melbourne, FL 32940 321-302-3993</u>	
		INSPECTOR ADDRESS & PHONE NUMBER	
SIGNATURE DATE		<u>Jeb W Bynum</u> <u>4/11/2024</u>	<u>133209</u>
FIRE INSPECTOR CERTIFICATION NUMBER		COMM. COLLEGE BOARD FIRE SAFETY INSPECTOR SIGNATURE / DATE	FIRE INSPECTOR CERTIFICATION NUMBER

LOCATION:

Deficiency locations will be identified by a building number followed by the room number (e.g. 2-505 or 1-133A). These numbers are affixed above the door leading into that particular room. Or if the deficiency in an area other than an identifiable room number, the area in question will be specifically identified. For example: Pressbox, Field House, Pavillion, etc.

Pasco-Hernando State College has met the requirements of F.S.S. 1013.12(2)(d): YES NO

Approval of Reports by Board (Including Letter) YES NO

THE UNDERSIGNED ATTESTS TO THE REVIEW OF THIS REPORT IN ITS ENTIRETY AND ACKNOWLEDGES AWARENESS OF THE DISCOVERED DEFICIENCIES.

Jesse Pisors, Ed.D.
 FACILITY ADMINISTRATOR NAME PRINTED
President
 FACILITY ADMINISTRATOR TITLE

Jesse Pisors
 FACILITY ADMINISTRATOR SIGNATURE
August 28th, 2024
 SIGNATURE DATE

CODE NUMBER	Insp. Initials	SREF 2023/2034 Fire Safety Deficiencies - Pasco-Hernando State College - West Campus			Prior Times Cited	Deficiency Corrected By	Date Deficiency Corrected	Line No.
		Location, Deficiency Description						
	JB	01-Admin/Classrooms (A): No deficiencies noted						1
	JB	02-Student Services (B): No deficiencies noted						2
	JB	03-Classroom (C): No deficiencies noted						3
	JB	04-Technology (D): No deficiencies noted						4
	JB	05-District Administration Office (E): No deficiencies noted						5
	JB	125-Mech/Chiller Plant (F): No deficiencies noted						6
	JB	06-Classroom (G): No deficiencies noted						7
	JB	07-Teaching Auditorium (H) : No deficiencies noted						8
	JB	08-Plant Operations (I): No deficiencies noted						9
	JB	09-Library (J): No deficiencies noted						10
	JB	10-Physical Education Facility (K): No deficiencies noted						11
	JB	11-Athletic Field House (L): No deficiencies noted						12
	JB	12-Allied Health Nursing (M): No deficiencies noted						13
	JB	13-Child Care Center (N): No deficiencies noted						14
	JB	14-Conference Center (R): No deficiencies noted						15
	JB	15-University Center (S): No deficiencies noted						16
	JB	120-Pump House: No deficiencies noted						17
	JB	121-Pump House: No deficiencies noted						18
	JB	122-Treatment Plant: No deficiencies noted						19
	JB	123-Greenhouse: No deficiencies noted						20
	JB	124-Paint Storage: No deficiencies noted						21
	JB	200-Covered Walkway: No deficiencies noted						22
	JB	201-Covered Walkway: No deficiencies noted						23
	JB	210-Covered Walkway: No deficiencies noted						24
	JB	220-Covered Walkway: No deficiencies noted						25
	JB	300-Elevator Tower: No deficiencies noted						26

**ANNUAL COMPREHENSIVE SAFETY INSPECTION REPORT
STATE BOARD OF EDUCATION
ADMINISTRATIVE RULE - SREF 2014 & F.A.C. 69A-58
FISCAL YEAR 2023-2024**

College Facility: Pasco-Hernando State College Fire District: Hernando County
 SCHOOL / FACILITY: Spring Hill Campus
 ADDRESS: 450 Beverly Court, Spring Hill, FL 34606

OF SERIOUS FIRE SAFETY VIOLATIONS 0

OF NON-SERIOUS FIRE SAFETY VIOLATIONS 0

FIRE DISTRICT FIRE SAFETY INSPECTOR NAME PRINTED (IF JOINT INSPECTION)

Jeb W Bynum (Municipal Fire Inspector)
 COMM. COLLEGE BOARD FIRESAFETY INSPECTOR NAME PRINTED

April 5, 2024
 INSPECTION DATE

FIRE DISTRICT FIRE SAFETY INSPECTOR SIGNATURE (IF JOINT INSPECTION)

Fire Prevention Specialists, Inc., 609 Gina Lane, Melbourne, FL 32940 321-302-3993
 INSPECTOR ADDRESS & PHONE NUMBER

SIGNATURE DATE FIRE INSPECTOR CERTIFICATION NUMBER

 4/11/2024
 COMM. COLLEGE BOARD FIRE SAFETY INSPECTOR SIGNATURE / DATE

133209
 FIRE INSPECTOR CERTIFICATION NUMBER

LOCATION:

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Pasco-Hernando State College has met the requirements of F.S.S. 1013.12(2)(d): YES NO

Approval of Reports by Board (Including Letter) YES NO

THE UNDERSIGNED ATTESTS TO THE REVIEW OF THIS REPORT IN ITS ENTIRETY AND ACKNOWLEDGES AWARENESS OF THE DISCOVERED DEFICIENCIES.

Jesse Pisors, Ed.D.
 FACILITY ADMINISTRATOR NAME PRINTED

President
 FACILITY ADMINISTRATOR TITLE


 FACILITY ADMINISTRATOR SIGNATURE

August 28th, 2024
 SIGNATURE DATE

**ANNUAL COMPREHENSIVE SAFETY INSPECTION REPORT
STATE BOARD OF EDUCATION
ADMINISTRATIVE RULE - SREF 2014 & F.A.C. 69A-58
FISCAL YEAR 2023-2024**

College Facility: Pasco-Hernando State College Fire District: Pasco County
 SCHOOL / FACILITY: Porter Campus at Wiregrass Ranch
 ADDRESS: 2727 Mansfield Blvd., Wesley Chapel, FL 33543

OF SERIOUS FIRE SAFETY VIOLATIONS 0

OF NON-SERIOUS FIRE SAFETY VIOLATIONS 0

FIRE DISTRICT FIRE SAFETY INSPECTOR NAME PRINTED (IF JOINT INSPECTION)

Jeb W Bynum (Municipal Fire Inspector)
 COMM. COLLEGE BOARD FIRESAFETY INSPECTOR NAME PRINTED

April 8, 2024
 INSPECTION DATE

FIRE DISTRICT FIRE SAFETY INSPECTOR SIGNATURE (IF JOINT INSPECTION)

Fire Prevention Specialists, Inc., 609 Gina Lane, Melbourne, FL 32940 321-302-3993
 INSPECTOR ADDRESS & PHONE NUMBER

SIGNATURE DATE FIRE INSPECTOR CERTIFICATION NUMBER

 4/11/2024
 COMM. COLLEGE BOARD FIRE SAFETY INSPECTOR SIGNATURE / DATE

133209
 FIRE INSPECTOR CERTIFICATION NUMBER

LOCATION:

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Pasco-Hernando State College has met the requirements of F.S.S. 1013.12(2)(d): YES NO

Approval of Reports by Board (Including Letter) YES NO

THE UNDERSIGNED ATTESTS TO THE REVIEW OF THIS REPORT IN ITS ENTIRETY AND ACKNOWLEDGES AWARENESS OF THE DISCOVERED DEFICIENCIES.

Jesse Pisors, Ed.D
 FACILITY ADMINISTRATOR NAME PRINTED
President


 FACILITY ADMINISTRATOR SIGNATURE

FACILITY ADMINISTRATOR TITLE

UGUST 28th, 2024
 SIGNATURE DATE

**ANNUAL COMPREHENSIVE SAFETY INSPECTION REPORT
STATE BOARD OF EDUCATION
ADMINISTRATIVE RULE - SREF 2014 & F.A.C. 69A-58
FISCAL YEAR 2023-2024**

College Facility: Pasco-Hernando State College **Fire District:** Wesley Chapel
SCHOOL / FACILITY: IPAC Campus
ADDRESS: 8657 Old Pasco Road, Wesley Chapel, FL 33544

OF SERIOUS FIRE SAFETY VIOLATIONS 0
 # OF NON-SERIOUS FIRE SAFETY VIOLATIONS 0

FIRE DISTRICT FIRE SAFETY INSPECTOR NAME PRINTED (IF JOINT INSPECTION)		<u>Jeb W Bynum (Municipal Fire Inspector)</u>	<u>April 8, 2024</u>
		COMM. COLLEGE BOARD FIRESAFETY INSPECTOR NAME PRINTED	INSPECTION DATE
FIRE DISTRICT FIRE SAFETY INSPECTOR SIGNATURE (IF JOINT INSPECTION)		<u>Fire Prevention Specialists, Inc., 609 Gina Lane, Melbourne, FL 32940 321-302-3993</u>	
		INSPECTOR ADDRESS & PHONE NUMBER	
SIGNATURE DATE	FIRE INSPECTOR CERTIFICATION NUMBER	<u>4-11-2024</u>	<u>133209</u>
		COMM. COLLEGE BOARD FIRE SAFETY INSPECTOR SIGNATURE / DATE	FIRE INSPECTOR CERTIFICATION NUMBER

LOCATION:

Deficiency locations will be identified by a building number followed by the room number (e.g. 2-505 or 1-133A). These numbers are affixed above the door leading into that particular room. Or if the deficiency in an area other than an identifiable room number, the area in question will be specifically identified. For example: Pressbox, Field House, Pavillion, etc.

Pasco-Hernando State College has met the requirements of F.S.S. 1013.12(2)(d): YES NO

Approval of Reports by Board (Including Letter) YES NO

THE UNDERSIGNED ATTESTS TO THE REVIEW OF THIS REPORT IN ITS ENTIRETY AND ACKNOWLEDGES AWARENESS OF THE DISCOVERED DEFICIENCIES.

Jesse Pisors, Ed.D
 FACILITY ADMINISTRATOR NAME PRINTED
President
 FACILITY ADMINISTRATOR TITLE


 FACILITY ADMINISTRATOR SIGNATURE
August 28th, 2024
 SIGNATURE DATE

PASCO-HERNANDO STATE COLLEGE
 STATE BOARD OF ADMINISTRATION INVESTMENT REPORT
 JUNE 24

ACTUAL INVESTMENT FOR THE MONTH OF JUNE 24

COLLEGE FUND	INVESTMENT BALANCE BEGINNING OF MONTH	INVESTMENT BALANCE END OF MONTH	% RATE OF INTEREST	AMOUNT OF INTEREST
CURRENT FUNDS - UNRESTRICTED	\$ 5,766,231.67	\$ 5,792,271.88	5.49%	26,040.21
CURRENT FUNDS - RESTRICTED	66,795.56	67,097.21	5.49%	301.65
AUXILIARY FUNDS	4,102,730.87	4,121,258.74	5.49%	18,527.87
SCHOLARSHIP FUNDS	76,516.68	76,862.23	5.49%	345.55
AGENCY FUNDS			5.49%	
UNEXPENDED PLANT FUND	<u>2,547,190.60</u>	<u>2,558,693.67</u>	5.49%	<u>11,503.07</u>
TOTALS	<u>12,559,465.38</u>	<u>\$ 12,616,183.73</u>		<u>56,718.35</u>

* Funds are invested with the State Board of Administration,
 Local Government Surplus Trust Funds Investment Pool.

PASCO-HERNANDO STATE COLLEGE
STATE BOARD OF ADMINISTRATION INVESTMENT REPORT
JULY 24

ACTUAL INVESTMENT FOR THE MONTH OF JULY 2024

COLLEGE FUND	INVESTMENT BALANCE BEGINNING OF MONTH	INVESTMENT BALANCE END OF MONTH	% RATE OF INTEREST	AMOUNT OF INTEREST
CURRENT FUNDS - UNRESTRICTED	\$ 5,792,271.88	\$ 5,819,287.88	5.49%	27,016.00
CURRENT FUNDS - RESTRICTED	67,097.21	67,410.16	5.49%	312.95
AUXILIARY FUNDS	4,121,258.74	4,140,480.89	5.49%	19,222.15
SCHOLARSHIP FUNDS	76,862.23	77,220.73	5.49%	358.50
AGENCY FUNDS			5.49%	
UNEXPENDED PLANT FUND	<u>2,558,693.67</u>	<u>2,570,627.78</u>	5.49%	<u>11,934.11</u>
TOTALS	<u><u>12,616,183.73</u></u>	<u><u>\$ 12,675,027.44</u></u>		<u><u>58,843.71</u></u>

* Funds are invested with the State Board of Administration,
Local Government Surplus Trust Funds Investment Pool.

PASCO-HERNANDO STATE COLLEGE
STATE BOARD OF ADMINISTRATION INVESTMENT REPORT
AUG 24

ACTUAL INVESTMENT FOR THE MONTH OF AUG 2024

COLLEGE FUND	INVESTMENT BALANCE BEGINNING OF MONTH	INVESTMENT BALANCE END OF MONTH	% RATE OF INTEREST	AMOUNT OF INTEREST
CURRENT FUNDS - UNRESTRICTED	\$ 5,819,287.88	\$ 5,846,382.42	5.48%	27,094.54
CURRENT FUNDS - RESTRICTED	67,410.16	67,724.02	5.48%	313.86
AUXILIARY FUNDS	4,140,480.89	4,159,758.92	5.48%	19,278.03
SCHOLARSHIP FUNDS	77,220.73	77,580.27	5.48%	359.54
AGENCY FUNDS			5.48%	
UNEXPENDED PLANT FUND	<u>2,570,627.78</u>	<u>2,582,596.60</u>	5.48%	<u>11,968.82</u>
TOTALS	<u><u>12,675,027.44</u></u>	<u><u>\$ 12,734,042.23</u></u>		<u><u>59,014.79</u></u>

* Funds are invested with the State Board of Administration,
Local Government Surplus Trust Funds Investment Pool.

PASCO-HERNANDO STATE COLLEGE
 SPECIAL PURPOSE INVESTMENT ACCOUNT REPORT
 JUNE 2024

ACTUAL INVESTMENT FOR THE MONTH OF JUNE 2024

COLLEGE FUND	INVESTMENT BALANCE BEGINNING OF MONTH	INVESTMENT BALANCE END OF MONTH	% RATE OF INTEREST **	AMOUNT OF INTEREST
CURRENT FUNDS - UNRESTRICTED	\$ 7,321,256.92	\$ 7,343,062.88	3.4291%	\$ 21,805.96
CURRENT FUNDS - RESTRICTED	649.62	651.55	3.4291%	1.93
AUXILLARY FUNDS	2,249,027.47	2,255,726.08	3.4291%	6,698.61
SCHOLARSHIP FUNDS	15,259.92	15,305.37	3.4291%	45.45
AGENCY FUNDS	0.00	0.00	3.4291%	0.00
UNEXPENDED PLANT FUND	<u>2,754,497.71</u>	<u>2,761,808.30</u>	3.4291%	<u>7,310.59</u>
TOTALS	<u>\$ 12,340,691.64</u> *	<u>\$ 12,376,554.18</u>		<u>\$ 35,862.54</u> **

* Funds are invested with the Florida State Division of Treasury Special Purpose Investment Account.

** Prior Month's Interest and Interest Rate

PASCO-HERNANDO STATE COLLEGE
SPECIAL PURPOSE INVESTMENT ACCOUNT REPORT
JULY 2024

ACTUAL INVESTMENT FOR THE MONTH OF JULY 2024

COLLEGE FUND	INVESTMENT BALANCE BEGINNING OF MONTH	INVESTMENT BALANCE END OF MONTH	% RATE OF INTEREST	AMOUNT OF INTEREST
CURRENT FUNDS - UNRESTRICTED	\$ 7,343,062.88	\$ 7,364,848.35	3.5338%	\$ 21,785.47
CURRENT FUNDS - RESTRICTED	651.55	653.48	3.5338%	1.93
AUXILLARY FUNDS	2,255,726.08	2,262,418.39	3.5338%	6,692.31
SCHOLARSHIP FUNDS	15,305.37	15,350.78	3.5338%	45.41
AGENCY FUNDS	0.00	0.00	3.5338%	
UNEXPENDED PLANT FUND	<u>2,761,808.30</u>	<u>2,769,112.01</u>	3.5338%	<u>7,303.71</u>
TOTALS	<u>\$ 12,376,554.18</u> *	<u>\$ 12,412,383.01</u>		<u>\$ 35,828.83</u> **

* Funds are invested with the Florida State Division of Treasury Special Purpose Investment Account.

** Prior Month's Interest and Interest Rate

PASCO-HERNANDO STATE COLLEGE
Warrant Register Summary
August 2024

	August 2024	July 2024
Accounts Payable		
<i>Warrant Number: 624570-624549</i>	4,035,181.23	4,078,323.03
Payroll		
<i>Warrant Number: 455135-456303</i>	1,763,672.41	1,991,313.95

Explanations:
(1) The decrease in payroll expenses is related to June including faculty salary accruals for funds paid out in July and August but earned in fiscal year 2324



Inter-Office Memorandum

To: Jesse Pisors, Ed.D., President
From: Brian S. Horn, Executive Vice President of Administration and Chief Executive Officer
Date: September 3, 2024
Subject: Request Approval for Disposal/Write-off of College Property

The following equipment items are to be traded in and are recommended for write-off and disposal in accordance with the College's Property Procedures Manual. Write-off and disposal of this item requires approval from the President's Leadership Team and the District Board of Trustees.

<u>Decal #</u>	<u>Description</u>	<u>Inventory Date</u>	<u>Cost</u>
17622	12-passenger van, Ford E350-XL Superduty	2/13/09	\$21,000.00
17693	12-passenger van, Ford E350-XL Superduty	4/28/09	\$21,350.00

Total obsolete, damaged, destroyed, broken not repairable: \$42,350.00

Total amount to write-off: **\$42,350.00**



THE OFFICE OF THE PRESIDENT

PRESIDENT'S REPORT

September 2024

Esteemed PHSC Trustees,

As we progress further into the Fall semester, many triumphs and challenges have occurred since our last District Board of Trustees meeting in July. Our Student Life and Leadership team organized the Welcome and Engagement teams, who greeted students, answered questions and offered refreshments for the first two days of classes at every campus. Each campus also hosts a Week of Welcome for the first two weeks of the semester, with daily events and activities scheduled to engage our new and returning students.

Volunteers across the College assisted with our Operation Purge Prevention Initiative, working through calling over 1,800 students to remind them of their outstanding balances and otherwise offer assistance so they would not be purged from their courses. Despite the strain we all felt during our transition to the new Banner systems, staff and faculty College wide have gone above and beyond to serve our students, resolve issues and make them feel welcome.



Dr. Lisa Richardson and Dr. Jesse Pisors assist a student on the first day of class at the West Campus

With the final draft coming together for the 2025-2029 Strategic Plan, I am thankful to all who have provided instrumental feedback used in our Steering Committee and Goal Committee meetings. I continue to encourage opportunities to connect with our students, faculty and staff, as seen during my Listening

Tour sessions. This Fall, the Student Government Association and I will be hosting Lunch with President Pisors, an opportunity for students to meet me at each campus and ask questions.

I strive to engage our staff and faculty across all of our campuses, and with this initiative began hosting monthly birthday celebrations with the President, launching in September. Congratulations to Trustee Nicole Newlon! She and four other firm partners from Johnson, Newlon & DeCort, P.A. were recognized in the 31st edition of the Best Lawyers in America.

Community and External Engagements:

- Tour of Vu Studios with Tim Moore – July 23, 2024
- Tour of AdventHealth Wesley Chapel – August 5, 2024
- Council of Presidents Meetings – September 12-13, 2024
- Attended the Association of Community College Trustees Governance Leadership Institute with Trustee John Mitten and Student Representative Gilberto Mattei-Fernandez – August 7-9, 2024
- Charter School Meetings with Tallahassee State College and St. Petersburg College – August 12 & August 13, 2024
- Meeting with Hernando County Schools Superintendent Ray Pinder – August 14, 2024
- Meeting with Tim McClain and Brian Ford, COO of the Tampa Bay Buccaneers – August 21, 2024
- Tour of Harry Schwettman Education Center with City Councilman Peter Altman– August 23, 2024
- CareerSource Pasco Hernando Consortium Meeting – August 26, 2024
- Premier Community Healthcare Impact Breakfast – August 28, 2024
- Guest Speaker at the North Tampa Bay Chamber of Commerce Business Breakfast – September 3, 2024
- Pasco EDC 36th Annual Awards – September 5, 2024

College Engagements:

- President’s Cabinet Retreat – July 18-19, 2024
- President’s Administrative Leadership Team Retreat – August 6
- Student Leadership Retreat – July 30-August 1, 2024
- Nursing Pinning Ceremony – July 31, 2024
- Corrections Graduation – August 12, 2024
- Fire Academy Graduation – August 30, 2024
- Strategic Plan Draft College Virtual Town Hall – September 10, 2024
- Porter Campus Annual One Nation Event – September 11, 2024
- College Virtual Presentation of Listening Tour Findings – September 16, 2024

Thank you for trusting me to lead our institution into the future.



A handwritten signature in black ink that reads "Jesse Pisors". The signature is fluid and cursive.

Jesse Pisors Ed.D.
President

Have questions for the College President?



STUDENT GOVERNMENT
ASSOCIATION

and



Jesse Pisors, Ed.D.
PHSC President

Lunch with President Pisors

Monday, September 16

Monday, September 23

Monday, September 30

Monday, October 14

Monday, October 21

North Campus • Student Lounge

Spring Hill • Building B

West Campus • J105

East Campus • A240

Porter/IPAC • Provost's Boardroom

Lunch at Noon

Followed by the SGA meeting at 1:30 p.m.

This event was brought to you through the use of the student activities and services fee.



The mission of Student Life and Leadership is to enhance the curricular experience of students through robust clubs and organizations and quality programming designed to develop life and leadership skills, promote global citizenship, personal growth, and career exploration. We encourage, foster and infuse the proven need for fun and play in our interactions with others and interdepartmental programming to promote healthy learning and student retention.

Pasco-Hernando State College is committed to equal access/equal opportunity in its programs, activities, and employment. For additional information, visit phsc.edu.



**2024-2025 DISTRICT BOARD OF TRUSTEES
MEETING DATES AND LOCATIONS
12:00 p.m.**

<u>Month/Date</u>	<u>Location</u>
<i>August 2024</i>	<i>No Meeting</i>
September 9, 2024 12:00 – 1:30 p.m. Special Strategic Planning Meeting	West Campus, New Port Richey Conference Center
September 17, 2024	Instructional Performing Arts Center Wesley Chapel
<i>October 2024</i>	<i>No Meeting</i>
November 19, 2024	East Campus, Dade City Conference Center, A-240/241
<i>December 2024</i>	<i>No Meeting</i>
January 21, 2025	Porter Campus, Wesley Chapel Conference Center
February 18, 2025	Spring Hill Campus Rao Musunuru, M.D. Conference Center
<i>March 2025</i>	<i>No Meeting</i>
April 15, 2025	North Campus, Brooksville Library/McKethan Room
May 20, 2025	West Campus, New Port Richey Conference Center
June 17, 2025	Instructional Performing Arts Center Wesley Chapel
July 15, 2025	East Campus, Dade City Conference Center, A-240/241



Excellence • Integrity • Success • Equity • Community

**2024-2025 DISTRICT BOARD OF TRUSTEES
UPCOMING EVENTS INFORMATION**

All College Day

Tuesday, October 15, 2024

West Campus, New Port Richey

***Association of Community College Trustees (ACCT) 2024 Leadership Congress:
Community Colleges as Catalysts: Cultivating Skills for the Future***

Wednesday, October 23 - Saturday, October 26, 2024

Seattle Arch/Washington State Convention Center | Seattle, Washington

<https://www.acct.org/events/acct-leadership-congress>

Council of Presidents: In Person with Trustees

Thursday, November 7 – Friday, November 8, 2024

Orlando Hilton Resort

Nursing Pinning Ceremony

Tuesday, December 10, 2024 – 11:00 am

West Campus, New Port Richey

Commencement Ceremonies

Wednesday, December 11, 2024 – 10:30 am and 3:00 pm

West Campus, New Port Richey

Legislative Fly-in with Trustees

Monday, February 3 – Tuesday, February 4, 2025

Tallahassee

Association of Community College Trustees (ACCT) 2025 Community College National Legislative Summit

Sunday, February 9 – Wednesday, February 12, 2025

Marriott Marquis

Washington DC

President's Investiture

Tuesday, February 25, 2025

West Campus, New Port Richey

Association of Community College Trustees (ACCT) 2025 Governance Leadership Institute

Sunday, March 16 – Tuesday, March 18, 2025

Windward Community College

Oahu, Hawaii

Commencement Ceremonies

Thursday, May 8, 2025 – 10:30 am and 3:00 pm
West Campus, New Port Richey

Association of Community College Trustees (ACCT) 2025 ACCT Leadership Congress

Wednesday, October 22 – Saturday, October 25, 2025
New Orleans Marriott and Sheraton New Orleans
New Orleans, Louisiana

TO: Dr. Jesse Pisors, President

FROM: Dr. Daniel Powell, Vice President of Academic Affairs & Chief Academic Officer

SUBJECT: New Course Fees

DATE: Friday, August 23, 2024

This proposal is for the addition of new course fees reviewed and approved by the Council on Academic Affairs (CAA) during a meeting on Thursday, July 25, 2024.

CAA presents these new course fees to the District Board of Trustees (DBOT) for final review and approval during its meeting on Tuesday, September 17, 2024.

New Course Fees: Non-Credit | Continuing Workforce Education

- Ed2Go Probate Law & Estate Planning – NCO0294: Summer 2025
 - New Fee: \$ 129.00



Academic Affairs Office
District Board of Trustees Memo

TO: Dr. Jesse Pisors, President

FROM: Dr. Daniel Powell, Vice President of Academic Affairs & Chief Academic Officer
Dr. Alysen Heil, Dean of Workforce Development & Career and Technical Education

SUBJECT: Sheriff of Pasco County Interlocal Agreement

DATE: Tuesday, September 3, 2024

This proposal is for the renewal of Pasco-Hernando State College's (PHSC) interlocal agreement with the Sheriff of Pasco County which was reviewed and revised by PHSC's Legal Department on Monday, August 26, 2024.

As stated in the drafted agreement: "PHSC is the Florida Department of Law Enforcement/Criminal Justice Standards and Training Commission certified training center for Pasco and currently offers a law enforcement academy and advanced specialized training courses for law enforcement agencies in its service area."

This agreement will enable continued partnership between PHSC and the Sheriff of Pasco County. Its annual effective renewal date is Tuesday, October 1, 2024.

Dr. Daniel Powell and Dr. Alysen Heil present this revised interlocal agreement to the District Board of Trustees (DBOT) for final review and approval during its meeting on Tuesday, September 17, 2024.

INTERLOCAL AGREEMENT

Between the District Board of Trustees of Pasco-Hernando State College,
Florida and Chris Nocco, Sheriff of Pasco County

This Agreement is made and entered into to be effective from the 1st day of October 202~~4~~³, between the **DISTRICT BOARD OF TRUSTEES OF PASCO-HERNANDO STATE COLLEGE, FLORIDA** (hereinafter referred to as "PHSC"), a political subdivision of the State of Florida and **CHRIS NOCCO, SHERIFF OF PASCO COUNTY**, (hereinafter referred to as "Sheriff").

WHEREAS, the Sheriff has the duty and responsibility to provide for recruit and in-service training for the members of the Pasco Sheriff's Office (hereinafter referred to as "Sheriff's Office" or "PSO") and the citizens of Pasco County; and

WHEREAS, PHSC is the Florida Department of Law Enforcement (FDLE)/Criminal Justice Standards and Training Commission (CJSTC) certified training center for Pasco and currently offers a law enforcement academy (hereinafter "Academy") and advanced and specialized training courses for law enforcement agencies in its service area; and

WHEREAS, the FDLE certified facilities operated by PHSC have the resources and personnel to fulfill the public duties and responsibilities for adequate and complete training and education of law enforcement officers of the Pasco Sheriff's office and other law enforcement agencies within its service area; and

WHEREAS, the Sheriff and PHSC have determined that it would be to their mutual benefit, and to the benefit of the people of Pasco County, to enter into an Agreement to provide for basic recruit training and advanced and specialized training for members of the Pasco Sheriff's Office and law enforcement agencies within Pasco County; and

WHEREAS, the parties are acting pursuant to the authority contained in their respective charters, general law and Section 163.01, Florida Statutes, and

NOW THEREFORE, for and in consideration of the mutual benefits to flow to each other and the law enforcement community as a whole, the Sheriff and PHSC agree as follows:

SECTION 1. RESPONSIBILITIES OF THE SHERIFF

The Sheriff shall be responsible for providing the following:

A. **Director.** During the term of this Agreement or for periods set forth herein, in accordance with the requirements of Rule 11B-21.005(8)(a), Florida Administrative Code, the Sheriff agrees to provide one (1) full-time position

who shall serve as the Director of Law Enforcement Programs (hereinafter referred to as "Director of Law Enforcement") from the agency. This individual shall be at all times a Pasco Sheriff's Office employee. The PHSC Director of Public Service (hereinafter the "Director of Public Service") shall coordinate with the Director of Law Enforcement in all matters involving Academy accreditation, college policies and procedures, and facilities issues. The Sheriff's selection of the Director of Law Enforcement shall be subject to confirmation by the President of PHSC and shall only be rejected for good cause after consultation with the Sheriff. For purposes of this Agreement, the term "Law Enforcement Programs" shall include only basic recruit training academies (including crossover academies) and advanced and specialized training offered pursuant to FDLE and PHSC standards, policies and procedures.

1. **Duties.** The duties, rights and responsibilities of the Director of Law Enforcement are listed below; any modifications or additions to these duties will be documented by memorandum between the contract administrators (identified in Section 3 below), which shall otherwise be subject to the provisions of this Agreement. These duties, rights and responsibilities shall be performed in accordance with PHSC policies and procedures and this agreement. The Director of Law Enforcement may have other responsibilities as a member of the Sheriff's Office as directed by the Sheriff not covered by this agreement but in no case shall the duties listed below be neglected. The duties include but are not limited to:

- a. Serve as a liaison between PHSC, the Pasco Sheriff's Office Training Division, Law Enforcement Programs, and other Region IX area Law Enforcement Agencies.
- b. Plan and schedule law enforcement academy based on the protocols established previously by PHSC.
- c. Plan and schedule all advanced and specialized (A&S) training classes at the Public Service Technology facilities in Dade City as well as any FDLE certified satellite locations. All such training shall be planned and scheduled based on needs of all local constituent agencies and shall not limit enrollment in a class to any particular agency. However, preference may be given to agencies headquartered in Pasco County.
- d. Ensure the safety of Academy students and instructors.
- e. Work in cooperation with the CJSTC Regional Training Council.
- f. Work in cooperation with the Trust Fund Fiscal Agent appointed by the Regional Training Council.

- g. Ensure that all academies and advanced and specialized training classes are in compliance with FDLE and PHSC standards, policies and procedures for curriculum and instruction.
- h. Attend the following ceremonies and functions: All Law Enforcement Academy graduations, the Fall Faculty welcome back event, and the College's annual "All College Day" professional development event. The Director may be excused from these events and ceremonies only for illness or at the request of the Sheriff when attendance would conflict with Sheriff's ~~office~~ Office duties.
- i. To ensure that all public safety facilities, including the public safety building, driving pad, and firing range are utilized to maximum potential, and coordinate scheduling of the same with the Director of Public Service Programs and the Provost of the East Campus in order to avoid conflicting usage and scheduling. All range activities shall be overseen by a CMS certified Firearms Instructor pursuant to Florida Administrative Code Rule 11B-20.0014(2)(b) and following the officer to instructor ratio provided for on CJSTC form 86A. Upon an agency reserving the range facility, the instructor who oversees the range facility ~~Each certified instructor~~ shall complete a use log identifying the date and time of use, the purpose, and the agency or agencies utilizing the range. Only frangible ammunition will be used on the range.
- j. Assist in selecting qualified Academy and advanced and specialized instructors in accordance with PHSC and FDLE Standards, policies and procedures.
- k. Ensure quality training instruction.
- l. Develop, administer, maintain, and secure course examinations.
- m. Ensure the Academy Instructor certification applications are completed correctly, that all requirements have been met, and that an internship has been completed.
- n. Ensure that only FDLE certified satellite sites are used by the Academy ~~or~~ for basic recruit and/or advanced and specialized training.
- o. Prepare; maintain; and file all required documentation within the established time frame.
- p. Work within PHSC policies and procedures to ensure the administration and expenditure of the Criminal Justice Standards and Training Trust Fund (hereinafter referred to as "Trust Fund") complies with Florida Statutes, Commission Rules and Policies and Procedures.
- q. Provide ~~a copy~~ access ~~of to~~ the Basic Recruit Training

Curriculum, Cadet Handbook, and PHSC Student Code of Conduct to each student prior to or during the time the student is enrolled in a given ~~course~~ program.

r. Ensure accurate daily attendance records for each Commission approved training course are maintained in accordance with FDLE and PHSC standards, policies and procedures.

s. Be responsible for coordination of courses, scheduling of commission certified Criminal Justice Academy Instructors, facilities, and materials.

t. Ensure that the Academy and advanced and specialized training programs are administered according to FDLE and PHSC standards, policies and procedures.

u. Ensure proper administration of end-of-course examinations.

v. Work within the PHSC budget process to address needs for facility improvements and prioritization of needs within the Law Enforcement programs.

w. To provide other such services as mutually agreed to by PHSC and the Sheriff.

2. **Certification.** The Director of Law Enforcement shall be a sworn law enforcement officer in and for the State of Florida, employed by the Pasco Sheriff's Office. The candidate must meet the following minimum qualifications: Master's Degree from a regionally accredited institution; Certification from the Florida Criminal Justice Standards and Training Commission (CJSTC) in criminal justice general topics instruction; three (3) years of criminal justice administrative experience. Preferred qualifications: Florida CJSTC high liability instructor certification. Transcripts must be provided to PHSC within thirty (30) days of being appointed as the Director. An FDLE Global Data Sheet shall suffice to establish FDLE criteria, provided said sheet is current when submitted. PHSC reserves the right to verify the authenticity and accuracy of all documents submitted. If PSO is in possession of an original transcript, inspection of the original transcript will suffice until receipt of the original transcript by the college.

3. **Supervision, Payroll and Benefits.** The Director of Law Enforcement shall at all times remain under the direct supervision and management control of the Pasco Sheriff's Office and be governed by the policies, procedures and the General Orders of the Pasco Sheriff's Office. The Director of Law Enforcement assigned by the Sheriff to the Academy shall continue on the payroll of the Pasco Sheriff's Office and shall continue to receive all benefits as other full-time members in the same classification in the Pasco Sheriff's Office while assigned to the Academy. In all matters relating to the operations

of the PHSC Law Enforcement Programs, PHSC policies and procedures shall primarily govern the conduct of the Director. In the event of a conflict between a directive, policy or procedure of the Pasco Sheriff's Office and PHSC, the parties agree to meet and negotiate a resolution to the conflict. In the interim PHSC policies shall prevail. The Director shall be evaluated annually by the Major of the Joint Operations Bureau of the Pasco Sheriff's Office in collaboration with the Director of Public Service in relation to performance of his/her duties under this contract and compliance with PHSC policies and procedures. The Major and the Director of Public Service shall consider input from the Provost, East Campus and the Dean of Workforce Programs in completing the evaluation. This evaluation will be shared with the Sheriff or his designee and with the President of PHSC.

B. Instructor/Coordinators for Law Enforcement Academy program. During the term of this Agreement or for periods set forth herein, in accordance with the requirements of Rule 11B-21.005(8)(c), Florida Administrative Code, the Pasco Sheriff's Office agrees to provide two (2) sheriff's deputies holding the rank of corporal from the Sheriff's Office to serve as an "Instructor/Coordinator" for the PHSC Law Enforcement Academy. The corporals shall report to the Director of Law Enforcement Training Center Manager and shall be on-site at PHSC on a full-time basis as defined by PHSC policies and procedures. At all times while performing PHSC related duties, the Instructor/Coordinators shall be governed by all Rules and Procedures of PHSC and shall comply therewith.

1. Duties: The duties of the Instructor/Coordinators shall be as follows:
 - a. To be responsible for the coordination of law enforcement basic recruit academies offered at PHSC and FDLE certified satellite locations in use by PHSC;
 - b. To be responsible for scheduling of instructors and training facilities in coordination with appropriate PHSC personnel, including the Director of Public Service Programs, the Provost of the East Campus, and Dean of Workforce Development and Career & Technical Education.
 - c. To ensure that instructors responsible for the delivery of Criminal Justices Standards and Training Commission (CJSTC) approved programs follow pertinent statutes and instructor requirements as described in the CJSTC Policies and Procedures Manual and PHSC policies and procedures;
 - d. To be responsible for responding to student inquiries and concerns;
 - e. To act as a liaison between PHSC and Region IX law enforcement agencies in coordination with the Director of Law Enforcement Programs and the Director of Public Service Programs;

- f. In the absence of the PHSC Director of Law Enforcement Programs, to be accessible during training and responsible for quality control;
 - g. To provide such other services as determined by the PHSC Director of Law Enforcement Programs.
 - h. Additionally, the Instructor/Coordinators shall perform all duties contained on the attached PHSC job description (Appendix "A"). Requirements of instruction shall be amended to require the Instructor/Coordinator to instruct a minimum of 40 clock hours each scheduled academy with all the responsibilities listed under "Instructor".
2. Certification: The Instructor/Coordinators shall be a sworn Sheriff's deputy officer in the state of Florida and shall meet the qualifications for "instructor" as established by PHSC and CJSTC. Originals or copies with enough indicia of authenticity, documenting the Instructor/Coordinators' qualifications, including required transcripts and certifications shall be placed on file with PHSC Human Resource office,
3. Supervision: The PHSC Director of Law Enforcement – Training Center Manager shall direct the normal daily activities of the Instructor/Coordinators, provided, however the Law Enforcement Instructor/Coordinators shall remain subject to the Sheriff's Office general orders.
4. Reporting and Accountability: The Instructor/Coordinators shall provide reports of training activities in the format and at times required by the PHSC Director of Law Enforcement Programs.
- 5. Salary, Benefits, Overtime, Travel, Per Diem, Uniforms and Equipment, Mandated Training, and Policy Violations:**
- a. Salary:
 - (1) During the term of this agreement, PHSC shall -reimburse PSO for an amount equal to the base salary of two- (2) Instructor/Coordinator positions as reflected in the current PHSC salary and classification plan in effect during the term of this agreement. PSO shall be responsible for the difference between the PHSC base Instructor/Coordinator salary and the actual PSO corporal's salary occupying this position, which PHSC recognizes is an amount greater than PHSC's contribution for this position.

- b. Benefits: The Instructor/Coordinators will receive the same benefits (annual leave, sick leave, pension, etc.) as other PSO corporals; provided however, requests for annual leave shall be submitted to the Director of Law Enforcement Programs, who shall have the authority to approve or deny such requests, when the Law Enforcement Academy is in session.
- c. Overtime: Any hours that exceed 85 hours per pay period shall be covered by PSO unless specifically as identified by the Director of Law Enforcement to shall be covered by PHSC at the current adjunct pay rate.
- d. Travel and Per Diem: The Instructor/Coordinators will follow College Policies and Procedures relating to travel and reimbursement for travel. All travel will be on a reimbursement basis and will only be approved and reimbursed when such travel is in furtherance of PHSC business. All amounts reimbursed will be limited to the amounts and types as specified in PHSC policies and procedures. Commuting mileage will not be reimbursed. Additionally, no mileage will be paid where travel is conducted using a PSO issued vehicle. PSO shall invoice PHSC within 15 days of completion of travel, including all required receipts and PHSC reimbursement forms with the invoice. PHSC reserves the right to reject any request for reimbursement that is not consistent with PHSC policies and procedures.
- e. Uniforms and Equipment: The Sheriff's Office will provide both Instructor/Coordinators with Sheriff's Office uniforms and related equipment. The Sheriff's Office shall bear the costs associated with these items.
- f. Sheriff's Office Mandated Training: All Sheriff's Office deputies are required to attend mandated trainings. The Instructor/Coordinators shall be excused from duties at PHSC in order to attend mandated training. The PHSC Director of Law Enforcement Programs shall coordinate Instructor/Coordinators' absence to attend mandated training.
- g. Policy Violations: The Director of Law Enforcement Programs will discuss with the Sheriff's Office any violation of PHSC policies and procedures. As the Law Enforcement Academy is a PHSC Program and PHSC is ultimately responsible for its operation, it will be the responsibility of PHSC to initiate any corrective or disciplinary action against the Instructor/Coordinators in compliance with PHSC policy as it relates to duties of the Instructor/Coordinator pursuant to the

attached job description. The Director of Law Enforcement shall perform an annual evaluation of the Instructor/Coordinators in accordance with PHSC policies and procedures utilizing PHSC approved evaluation forms.

C. Training Equipment. The Sheriff and PHSC will work collaboratively to determine equipment needs for the Law Enforcement Programs and the Sheriff agrees to provide equipment to meet determined needs within its budget guidelines. PHSC will utilize its internal budgeting process for purposes of prioritizing and funding equipment improvements, replacement or other purchases. The Sheriff will use due care when using any college equipment and will recommend any necessary routine maintenance to the college. If replacement or repair is needed, the college and the Sheriff will work together to effect the needed replacement or repair. If the Sheriff determines that any of the college's equipment is outdated or substandard, he may at his option choose to replace it at his cost.

SECTION 2. RESPONSIBILITIES OF PHSC

PHSC shall be responsible for the following:

A. Director of Public Service Programs. During the term of this Agreement or for periods set forth herein, PHSC will employ a Director of Public Service Programs. The Director of Law Enforcement shall submit any proposed changes to PHSC policies and procedures to the Director of Public Service who shall forward them, along with the appropriate analysis, to the Dean of Workforce Development for processing in accordance with PHSC policies and procedures. This individual shall be at all times a PHSC employee on the payroll of PHSC.

B. Training Center Manager: During the term of this Agreement or for periods set forth herein, in accordance with the requirements of Rule 11B-21.005(8)(a), Florida Administrative Code, PHSC agrees to provide one (1) full time salaried position who shall service as Training Center Manager (hereinafter "Training Manager"). The Training Manager will assist the Director of Law Enforcement in activities related to the Law Enforcement Academy as stated in job description in Appendix "B."

C. Administrative Assistant. During the term of this Agreement or for periods set forth herein, in accordance with the requirements of Rule 11B-21.005(8)(b), Florida Administrative Code, PHSC agrees to provide at least one full-time clerk or administrative assistant assigned to report to the Director to provide clerical and administrative assistance to the Director. This individual shall be on the payroll of PHSC and shall receive all benefits as other full-time members in the same classification in PHSC.

D. Support Personnel. During the term of this Agreement or for periods set forth herein, PHSC agrees to provide all other Academy personnel not specifically set forth in this Agreement, including but not limited to

instructors, and clerical and administrative staff. Said individuals shall be on the payroll of PHSC and shall receive all benefits as other members in the same classification in PHSC.

E. PHSC Instructor Coordinator. During the term of this Agreement or for periods set forth herein, in accordance with the requirements of Rule 11B-21.005(8)(c), Florida Administrative Code, the PHSC will employ two full-time training instructor/coordinator positions and one half-time instructor/coordinator assigned to report ~~solely~~ to the Director of Law Enforcement Training Manager. ~~These~~ is positions ~~are~~ is separate from, and in addition to, the two (2) Instructor/Coordinator positions outlined in this agreement under Section 1.B. In the event of a vacancy, the Director of Law Enforcement Programs or other Sheriff's Office representative shall serve as a member of the PHSC screening committee used to recommend candidates to fill the vacancy. The Director may take corrective action against the PHSC instructor/coordinator in conformance with PHSC policies and procedures. The Director of Law Enforcement Manager shall perform the annual evaluation of the PHSC instructor coordinator in accordance with PHSC policies and procedures utilizing PHSC approved evaluation forms. In the event of a vacancy in the PHSC instructor/coordinator position, the College shall follow its internal process to establish a screening committee to screen and recommend candidates for the position. The screening committee, to be chaired by the Director, shall also include a member of the Sheriff's Office, to be designated by the PSO, and a member of the College's Criminal Justice Technical Program Advisory Committee who is not an employee of the Sheriff or PHSC. The Sheriff shall review the information submitted by all applicants deemed qualified by the PHSC Human Resources Department, and of applicants recommended by the screening committee. The Sheriff will advise the President directly of any concerns or potentially adverse information that he may have in regard to those applicants, along with relevant documents, if any.

The Duties of the PHSC instructor/coordinator are the same as the duties of the PHSC instructor/coordinator provided by the Sheriff's Office as set forth in this Agreement and shall have the same job description as set forth in Appendix "A" of this Agreement. PHSC shall have full responsibility for the pay of salary and benefits for the PHSC instructor/coordinator in this Section

G. Long Range Planning. PHSC shall establish a long-range planning committee for the Public Service Technology Programs, including Law Enforcement Programs, which committee will explore advanced accreditation and certifications for the Law Enforcement Programs. Any long-range planning in this regard will be confined to PHSC budgeting processes, however, the Sheriff may agree to contribute to the costs of pursuing such advanced accreditation and/or certifications. The Director of Public Service will serve as the Chair of this committee and the Director of Law Enforcement will serve as Co-Chair. Membership shall include PHSC employees and members of Pasco law

enforcement agencies served by PHSC.

H. Training Facilities and Equipment.

1. PHSC agrees to provide adequate office space and training facilities at the Academy to house the Director of Law Enforcement Programs, the two (2) PSO-provided Instructor/Coordinators outlined in this agreement, and members assigned to the Sheriff's Office Training Division during the term of this Agreement or for periods set forth herein. The parties agree that it is of mutual benefit to have the Sheriff's Office Training Division co-located with the Law Enforcement Programs within E building. The Sheriff shall be responsible for computers for agency members and installation of internet connectivity infrastructure with PHSC so Sheriff's Office members can use the Sheriff's Office network.

2. The parties agree they will work together to establish a PHSC Committee which shall include administrators from each party to this agreement, the Chair of PHSC's Criminal Justice Technical Advisory Committee, and an individual who is not directly affiliated with either the Sheriff's Office or PHSC. The purpose of this Committee will be to make recommendations relating to any required improvements or changes to the firing range. All recommendations shall be accompanied by an analysis which demonstrates the need for the improvement/change, the estimated cost, environmental impact, local support and the overall benefit to the parties to this agreement as well as to the Law Enforcement community within Pasco County. Once the needs assessment is done the parties agree to work together to seek funding in the form of grants, legislative appropriation or private donations to make the needed upgrades provided that all private donations shall be in conformance with PHSC policies and procedures.

3. PHSC agrees to provide all necessary repairs and upgrades to facilities and equipment within a reasonable time in accordance with PHSC budgeting and planning policies and procedures to maintain operability of the Academy. The Director of Law Enforcement shall notify the Director of Public Service, in writing of any repairs that may be needed.

I. To register PHSC Academy students for Law Enforcement training in accordance with PHSC policies and procedures.

J. PHSC and the Sheriff shall forbid fraternization between faculty, staff, instructors and basic trainees, also known as "cadets."

SECTION 3. TERM AND TERMINATION

A. Term. This Agreement shall commence on October ~~1~~, 202~~4~~³ and will remain in full force and effect until September 30, 202~~6~~⁴. The term of the

agreement may be extended by the parties, in writing, at or before the end of the first term for a period not to exceed one year.

B. Termination. Right of Termination - In the event of a perceived breach of a material term by either party the aggrieved party shall notify the breaching party, in writing, with specificity, of the perceived breach. The parties agree to meet to determine a mutually satisfactory resolution, permanent or temporary, to the breach. In the event a material breach occurs then the aggrieved party shall notify the other of the breach and the specific steps required to correct such breach. Should the breaching party not take such corrective measures within thirty (30) days then the aggrieved party, in its discretion, may waive the breach or notify the other of its intent to terminate this agreement. In the event of termination by either party, any academies currently in session shall be completed without regard to the termination. The parties may at any time change the contract administrators by written notice to the other party.

The parties may terminate this agreement by mutual consent in writing.

In the event of termination by either party, any academies currently in session shall be completed without regard to the termination. The parties may at any time change the contract administrators by written notice to the other party.

The name and address of the Sheriff's and PHSC's contract administrators are:

PHSC: Dr. Daniel Powell Stanley Giannet,
Executive Vice President and Chief Academic Officer/
College Provost
10230 Ridge Road
New Port Richey, FL 34654

PSO: Inspector Jennie Jones
8661700 Citizens Drive
New Port Richey, FL 34654

Except as otherwise provided herein, any notice, acceptance, request or approval from either party to the other shall be in writing, delivered by certified mail, return receipt requested, and shall be deemed to be have been received when personally delivered with signed proof of delivery address to:

PHSC: Dr. Jesse Pisors ~~Dr. Timothy L Beard~~ President
West Campus/District Office
10230 Ridge Road
New Port Richey, FL 34654

With a copy by regular mail to:
General Counsel

Pasco-Hernando State College
10230 Ridge Road
New Port Richey, FL 34654

PSO: Chris Nocco, Sheriff
8661700 Citizens Drive
New Port Richey, FL 34654

With a copy by regular mail to:
General Counsel
Pasco Sheriff's Office
8661700 Citizens Drive
New Port Richey, FL 34654

SECTION 4. GENERAL PROVISIONS

A. Non-Waiver. The failure of either party to exercise any right shall not be considered a waiver of such right in the event of any further default or non-compliance.

B. Severability. If any provision(s) of this Agreement shall be declared illegal, void or unenforceable, the other provisions shall not be affected and shall remain in full force and effect.

C. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Venue for any state court action shall be in Pasco County, Florida. Venue for any federal court action shall be the United States District Court for the Middle District of Florida (Tampa Division).

D. Captions. The captions of the various articles and section of this Agreement are for convenience only and do not necessarily define, limit, describe or construe the contents of such articles or sections.

E. Entire Agreement; Amendments. This Agreement contains all of the terms and conditions agreed upon by the parties. The parties agree that there are no other agreements, written or oral, which relate to the subject matter of this agreement and that this agreement incorporates and/or supersedes all prior agreements between the parties. This Agreement may be amended by mutual written agreement of the parties and may be changed only by such written agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed and to be effective from the day and year first written above.

**District Board of Trustees of
Pasco-Hernando State College**

Sheriff of Pasco County

By: _____
~~Jesse Pisors Timothy L. Beard,~~
~~Ed.DPh.D.~~

By: _____
Chris Nocco

Date: _____

Date: _____

By: _____
~~Marilyn Pearson-Adams, Chair Mr.~~
~~Lee Maggard Chair~~

Date: _____

Appendix A



JOB TITLE	Instructor/Coordinator, Law Enforcement and Corrections Programs	
REPORTS TO	Training Center Manager Law Enforcement/Corrections	
HOURS	40	
CLASSIFICATION / SALARY RANGE	PROTECH III	\$49,200 – 51,660
FLSA	Exempt	

Pasco-Hernando State College is an equal opportunity and equal access higher education institute that promotes diversity and inclusion in the workplace.

JOB GOAL

Instructs and coordinates law enforcement and corrections courses and academies in the absence of the Director of Public Service Programs.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following duties are not exhaustive but illustrate the general duties required of the position. Management may require personnel to perform duties other than those contained in this document.

1. Teaches a minimum of 100 clock hours each school year with all the responsibilities listed under "Instructor".
2. Assists in planning, organizing, implementing and coordinating the Law Enforcement Academy, Corrections Academy, Corrections Crossover to Law Enforcement Academy, and other criminal justice in-service career development, advanced, and specialized training programs.
3. Assists the Director of Law Enforcement in the coordination of records concerning instructional activities and personnel matters related to the Law Enforcement and Corrections Programs.
4. Assists the Director of Law Enforcement in the development and distribution of materials and information concerning the Law Enforcement and Corrections Programs.

Interlocal Agreement Between
PHSC and Pasco County Corrections

5. Assists the Director of Law Enforcement with the scheduling of facilities, including the firing range.
6. Assists the Director of Law Enforcement in maintaining contact with local, state, and federal agencies involved with Law Enforcement and Corrections Programs.
7. Assists the Director of Law Enforcement in conducting performance evaluations for adjunct faculty and support staff assigned to the Law Enforcement and Corrections Programs.
8. Provides support to and attends the Law Enforcement and Corrections Programs Technical Advisory Committee (TAC) meetings.
9. Submits appropriate paperwork to keep textbooks and other instructional materials current.
10. Recommends and monitors appropriate program outcomes and assists the Director in program assessments.
11. Performs other duties as assigned.

MINIMUM REQUIREMENTS

EDUCATION REQUIREMENTS / QUALIFICATIONS

- Bachelor's degree from a regionally accredited institution.
- Possess an active FDLE General Instructor Certification.
- Possess active FDLE High Liability Instructor Certifications in Firearms, Defensive Tactics, Medical First Responder and Vehicle Operations, or the ability to obtain these certifications within two years of hire.

KNOWLEDGE, SKILLS, & ABILITIES

- Must have two (2) years of full-time law enforcement, corrections, and/or correctional probation officer experience

CERTIFICATES, LICENSES, & REGISTRATIONS

- Florida Criminal Justice Standards and Training Commission (CJSTC)

SUPERVISORY RESPONSIBILITIES

- None

Interlocal Agreement Between
PHSC and Pasco County Corrections

PREFERRED QUALIFICATIONS

- Master's degree from a regionally accredited institution
- Florida CJSTC high liability instructor certification for firearms, first aid, defensive tactics and vehicle operations

PHYSICAL REQUIREMENTS

The physical expectations of this job are listed below. Terms and descriptions are as defined by the US Department of Labor.

Sedentary Work Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently to lift, carry, push, pull or move objects. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.

Light Work Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force frequently. If the use of arm and / or leg controls requires exertion of forces greater than that for sedentary work and the worker sits most of the time, the job is rated as Light Work.

Medium Work Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently and/or up to 10 pounds of force constantly to move objects.

Heavy Work Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

Very Heavy Work Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.

Management may assign or reassign duties and responsibilities to this job at any time. Salary and benefits will be assigned as determined by PHSC's Board approved compensation plan. Duty days and assigned hours shall be determined by PHSC. Please contact Human Resources for questions relating to salary determination or benefit eligibility, (727) 816-3406 or (727) - 816-3425.

JOB TITLE	Training Center Manager Law Enforcement/Corrections	
REPORTS TO	Law Enforcement Academy Director	
HOURS	40	
CLASSIFICATION / SALARY RANGE	PROTECH 1	\$57,400 – 60,270
FLSA	Exempt	

Pasco-Hernando State College is an equal opportunity and equal access higher education institute that promotes diversity and inclusion in the workplace.

JOB GOAL

Coordinate and plan law enforcement and corrections academy programs.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following duties are not exhaustive but illustrate the general duties required of the position. In addition, management may require personnel to perform duties other than those contained in this document.

*Director referred to below is the Director of Law Enforcement Programs

1. Assists the Director with all programs under the Criminal Justice Training Center.
2. Assists Director with maintenance of program statistics to include entry, pass rate, and employment rate among other measures.
3. Assists Director with file audits for program completion and FDLE file audits.
4. Assists Director with marketing initiatives.
5. Assists Director with program budget and inventory.
6. Assists Director with the preparation for FDLE facility audits.
7. Assists Director with maintenance of trust fund budget.
8. Assists staff with room reservations for training.
9. Assists with the receipt and processing of student applications.
10. Assists the Director with Criminal Justice Security Awareness compliance.
11. Assists with interviewing cadets for various programs.
12. Assists the Director with trust fund inventory and maintaining records.
13. Assists the Director with the Instructor Workshop.
14. Assists with scheduling of programs and recruitment of adjunct instructors.

15. Assists Director with recruitment, social media, and community outreach programs.
16. Assists Director with overseeing the Professional Development Series.
17. Assists the Director with SOCE scheduling with Academic Success Center.
18. Assists Director with instructor scheduling audits and filling vacancies.
19. Assists the Director with Criminal Justice programs visiting the training center.
20. Assists with mentoring cadets.
21. Assists with the Technical Advisory Committee meetings and trainings.
22. Assists with the organization and scheduling of program graduations.
23. Assists Director with ADA accommodations and compliance.
24. Assists Director with program entry orientations to include virtual events.
25. Assists Director with instructor internship applications and instructor activations.
26. Assists Director with coordination of agency recruitment visits and literature.
27. Assists with verification of liability waivers.
28. Assists Director with PHSC facility rental agreements.
29. Assists with the maintenance and accuracy of program application needs and requirements.
30. Assists Instructor/Coordinators with proctoring examinations.
31. Maintains level 2 CJIS Security Awareness Training.
32. Performs other duties as assigned.

MINIMUM REQUIREMENTS

These requirements represent the types of duties and responsibilities that will be required of positions given this title and shall not be construed as an exhaustive list of specific duties and responsibilities. In addition, management may direct employees to perform job-related tasks other than those specifically presented in this description.

EDUCATION REQUIREMENTS / QUALIFICATIONS

- Bachelor's degree from a regionally accredited institution.
- 5 years Law enforcement and/or corrections officer experience
- Florida General Instructor Certification

KNOWLEDGE, SKILLS, & ABILITIES

- Effective communication, organization, and knowledge of Microsoft Office programs

Additional Required Skills: N/A

SUPERVISORY RESPONSIBILITIES

- Supervises Instructor/Coordinators and Coordinators of the Law Enforcement and Corrections Programs

PHYSICAL REQUIREMENTS

The physical expectations of this job are listed below. Terms and descriptions are as defined by the US Department of Labor.

-
- Sedentary Work Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently to lift, carry, push, pull or move objects. Sedentary work involves sitting most of the time. Jobs are sedentary if walking and standing are required only occasionally and all other sedentary criteria are met.
-
- Light Work Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force frequently. If the use of arm and / or leg controls requires exertion of forces greater than that for sedentary work and the worker sits most of the time, the job is rated as Light Work.
-
- Medium Work Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently and/or up to 10 pounds of force constantly to move objects.
-
- Heavy Work Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.
-
- Very Heavy Work Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.

Management may assign or reassign duties and responsibilities to this job at any time. Salary and benefits will be assigned as determined by PHSC's Board approved compensation plan. Duty days and assigned hours shall be determined by PHSC. Please contact Human Resources for questions relating to salary determination or benefit eligibility, (727) 816-3406 or (727) - 816-3425.

Applicants must have a satisfactory background check, and Veteran's preference documentation must be provided to prove eligibility.

Created: 07/15/2022

TO: Dr. Jesse Pisors, President

FROM: Dr. Daniel Powell, Vice President of Academic Affairs & Chief Academic Officer

SUBJECT: Instruction Updates

DATE: Friday, August 23, 2024

This proposal is for instruction updates reviewed and approved by the Council on Academic Affairs (CAA) during a meeting on Thursday, July 25, 2024.

CAA presents these program changes to the District Board of Trustees (DBOT) as an informational item during its meeting on Tuesday, September 17, 2024.

Instruction Updates

- Associate of Arts New FUSE Pathways: Spring 2024
 - Cybersecurity
 - Information Technology
- Associate of Arts & Associate of Science Program Descriptions: Upon Approval
 - Updating Catalog statement regarding transfer evaluation due to FLDOE General Education mandated changes and to simplify messaging

TO: Dr. Jesse Pisors, President

FROM: Dr. Daniel Powell, Vice President of Academic Affairs & Chief Academic Officer
Dr. Gerene Thompson, Dean of Arts & Sciences & Assistant Vice President of Academic Affairs

SUBJECT: Instructional Rank Changes

DATE: Monday, August 26, 2024

This proposal is for the implementation of instructional rank changes reviewed and approved by Human Resources (HR) on Monday, August 26, 2024.

Dr. Daniel Powell and Dr. Gerene Thompson present these instructional rank changes to the District Board of Trustees (DBOT) for final review and approval during its meeting on Tuesday, September 17, 2024.

Instructional Rank Changes

- Richard Kay, Professor
- Jason Smith, Professor
- Susan Martin, Assistant Professor
- Laurie Harmon, Assistant Professor
- Karen Carpenter, Professor
- Jennifer Gutauskas, Associate Professor
- Philip Borum, Associate Professor
- Darlene Mention, Associate Professor

Pasco-Hernando State College
Certified Fund Balance
Fiscal Year 2023-24

Account Title	GL	Fund Balance Unrestricted
Reserve for Performance Based Incentive Funds	30200	\$ -
Reserved for Academic Improvement Trust Funds	30300	\$ -
Reserved for Other Required Purposes	30400	\$ -
Reserved for Staff & Program Development	30500	\$ -
Reserved for Student Activities Funds	30600	\$ -
Reserved for Matching Grants	30700	\$ -
Fund Balance - Board Designated	30900	\$ -
Fund Balance - College	31100	\$ 16,147,353.58
Total Unallocated Fund Balances		\$ 16,147,353.58
Funds Available		\$ 86,032,340.28
College's Reserve Requirement %		5%
Reserve Requirement		\$ 4,301,617.01
Amount Requiring Spending Plan		\$ 11,845,736.57

Pasco-Hernando State College
 2024-25 Florida College System Carryforward Spending Plan
 Pursuant to 1013.841, Florida Statutes
 July 1, 2024

Line Item #	Carryforward Spending Plan Category	Specific Expenditure/Project Title	Carryforward Amount Budgeted for Expenditure During FY 2024-25	Project Timeline			Comments/Explanations
				Total # Years of Expenditure per Project	Current Expenditure Year #	Estimated Completion Date (Fiscal Year)	
1.	(g) Commitment to contingency reserve related to state declared emergency	Government Finance Officers Association (GFOA) 60 day cash reserve recommendation	6,042,085.57	4	0	2027-2028	GFOA recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted budgetary fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures.
2.	(e) Operating expenditures	State Health Insurance 7 months (December 2024 to June 2025) estimated cost.	2,166,291.00	1	1	2024-2025	Transition to State Health Insurance 7 months (December 2024 to June 2025) estimated increase in cost.
3.	(e) Operating expenditures	State Health Insurance Fiscal Year 2025-2026 estimated cost.	3,637,360.00	1	2	2025-2026	Fiscal Year 12 month estimate of State Health Insurance cost if additional legislative funding is not provided in FY2025-2026

Total as of July 1, 2024: *	11,845,736.57
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Amount Requiring Spending Plan	11,845,736.57
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**Budget Amendment Approval Request
Pasco-Hernando State College**

4.8.1

Budget Amendment Number 255-008 **Fiscal Year** 2024-2025
Fund Name: Unrestricted Current Funds Fund 1

Be it Resolved that the Board of Trustees of Pasco-Hernando State College, State of Florida, in meeting assembled, Pursuant to Section 1011.30, Florida Statutes, and Rule 6A-14.0716, Florida Administrative Code hereby requests the State Board of Education to approve amendments to the State college budget for the fiscal year as follows:

Category	Current Budget	Increase	Decrease	Change	Revised Budget
Fund Balance(1)	\$0.00	\$16,147,353.58	\$0.00	\$16,147,353.58	\$16,147,353.58
Reserve for Encumbrance	\$0.00	\$1,284,185.82	\$0.00	\$1,284,185.82	\$1,284,185.82
Total Reserve and Fund Balance	\$0.00	\$17,431,539.40	\$0.00	\$17,431,539.40	\$17,431,539.40
Budgeted Revenue	\$72,642,100.00	\$0.00	\$0.00	\$0.00	\$72,642,100.00
Available Fund Balance/Revenue	\$72,642,100.00	\$17,431,539.40	\$0.00	\$17,431,539.40	\$90,073,639.40
Personnel	\$48,360,692.00	\$0.00	\$0.00	\$0.00	\$48,360,692.00
Current Expense	\$19,675,124.00	\$825,168.82	\$0.00	\$825,168.82	\$20,500,292.82
Capital Outlay	\$4,606,284.00	\$459,017.00	\$0.00	\$459,017.00	\$5,065,301.00
Total Budgeted Expenditures	\$72,642,100.00	\$1,284,185.82	\$0.00	\$1,284,185.82	\$73,926,285.82
Total Reserve & Unallocated Fund Balance	\$0.00	\$16,147,353.58	\$0.00	\$16,147,353.58	\$16,147,353.58

(1) excluding amount expected to be financed in future year

Justification (Budget Requisition #)

	Fund	Revenue	Personnel	Current	Capital	Total
Establish beginning fund balance based on Fiscal Year end 2023-2024 Year End Close (excluding amount expected to be financed in future years).						
	\$16,147,353.58	\$0.00	\$0.00	\$825,168.82	\$459,017.00	\$1,284,185.82
Total	\$16,147,353.58	\$0.00	\$0.00	\$825,168.82	\$459,017.00	\$1,284,185.82

Certified: By :

President

Date

Adopted

**Budget Amendment Approval Request
Pasco-Hernando State College**

Budget Amendment Number 255-007 **Fiscal Year** 2024-2025
Fund Name: Current Restricted Fund 2

Be it Resolved that the Board of Trustees of Pasco-Hernando State College, State of Florida, in meeting assembled, Pursuant to Section 1011.30, Florida Statutes, and Rule 6A-14.0716, Florida Administrative Code hereby requests the State Board of Education to approve amendments to the State college budget for the fiscal year as follows:

Category	Current Budget	Increase	Decrease	Change	Revised Budget
Fund Balance(1)	\$592,396.00	\$567,452.84	\$0.00	\$567,452.84	\$1,159,848.84
Reserve for Encumbrance	\$0.00	\$339,500.00	\$0.00	\$339,500.00	\$339,500.00
Total Reserve and Fund Balance	\$592,396.00	\$906,952.84	\$0.00	\$906,952.84	\$1,499,348.84
Budgeted Revenue	\$1,924,392.15	\$1,279,485.75	\$36,850.38	\$1,242,635.37	\$3,167,027.52
Available Fund Balance/Revenue	\$2,516,788.15	\$2,186,438.59	\$36,850.38	\$2,149,588.21	\$4,666,376.36
Personnel	\$887,226.68	\$25,800.53	\$18,054.41	\$7,746.12	\$894,972.80
Current Expense	\$1,196,261.47	\$285,057.32	\$18,795.97	\$266,261.35	\$1,462,522.82
Capital Outlay	\$433,300.00	\$1,875,580.74	\$0.00	\$1,875,580.74	\$2,308,880.74
Total Budgeted Expenditures	\$2,516,788.15	\$2,186,438.59	\$36,850.38	\$2,149,588.21	\$4,666,376.36
Total Reserve & Unallocated Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

(1) excluding amount expected to be financed in future year

Justification (Budget Requisition #)						
	Fund	Revenue	Personnel	Current	Capital	Total
Add: Roll Forward FY2023-2024 Purchase Order budgets to FY2024-2025						
Workforce Dev Cap Incentive Grant	\$339,500.00	\$0.00	\$0.00	\$0.00	\$339,500.00	\$339,500.00
Establish carry forward fund balance and remaining budget from FY2023-2024 to FY2024-2025						
	\$567,452.84	\$1,279,485.75	\$25,800.53	\$285,057.32	\$1,536,080.74	\$1,846,938.59
Pathways to Career Opportunities	\$86,105.62	\$56,985.75	\$25,800.53	\$117,290.84	\$0.00	\$143,091.37
Workforce Dev Cap Incentive Grant	\$68,000.00	\$1,222,500.00	\$0.00	\$147,519.00	\$1,142,981.00	\$1,290,500.00
VA Admin Cost	\$20,247.48			\$20,247.48		\$20,247.48
Student Activities	\$393,099.74				\$393,099.74	\$393,099.74
Foundation Support Budget increase for all college day (\$9,500), reduction for Student Activity allocation (\$1,903.22), and Foundation Support 2024 roll over adjustents budget for actual expenditures incurred through 6/30/24						
	\$0.00	(\$36,850.38)	(\$18,054.41)	(\$18,795.97)	\$0.00	(\$36,850.38)
Total	\$906,952.84	\$1,242,635.37	\$7,746.12	\$266,261.35	\$1,875,580.74	\$2,149,588.21
_____ President				_____ Date	_____ Adopted	

**Budget Amendment Approval Request
Pasco-Hernando State College**

9/17/2024
4.8.3

Budget Amendment Number 255-009 **Fiscal Year** 2024-2025
Fund Name: Auxiliary Services Fund 3

Be it Resolved that the Board of Trustees of Pasco-Hernando State College, State of Florida, in meeting assembled, Pursuant to Section 1011.30, Florida Statutes, and Rule 6A-14.0716, Florida Administrative Code hereby requests the State Board of Education to approve amendments to the State college budget for the fiscal year as follows:

Category	Current Budget	Increase	Decrease	Change	Revised Budget
Fund Balance(1)	\$0.00	\$11,761,767.24	\$0.00	\$11,761,767.24	\$11,761,767.24
Reserve for Encumbrance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Reserve and Fund Balance	\$0.00	\$11,761,767.24	\$0.00	\$11,761,767.24	\$11,761,767.24
Budgeted Revenue	\$300,000.00	\$0.00	\$0.00	\$0.00	\$300,000.00
Available Fund Balance/Revenue	\$300,000.00	\$11,761,767.24	\$0.00	\$11,761,767.24	\$12,061,767.24
Personnel	\$65,700.00	\$0.00	\$0.00	\$0.00	\$65,700.00
Current Expense	\$234,300.00	\$0.00	\$0.00	\$0.00	\$234,300.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Budgeted Expenditures	\$300,000.00	\$0.00	\$0.00	\$0.00	\$300,000.00
Unallocated Fund Balance	\$0.00	\$11,761,767.24	\$0.00	\$11,761,767.24	\$11,761,767.24

(1) excluding amount expected to be financed in future year

Justification (Budget Requisition #)

	Fund	Revenue	Personnel	Current	Capital	Total
Establish beginning fund balance based on Fiscal Year end 2023-2024 Year End Close (excluding amount expected to be financed in future years).						
	\$11,761,767.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$11,761,767.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Certified: By :

President

Date

Adopted

**Budget Amendment Approval Request
Pasco-Hernando State College**

Budget Amendment Number 255-010 **Fiscal Year** 2024-2025
Fund Name: Scholarships Fund 5

Be it Resolved that the Board of Trustees of Pasco-Hernando State College, State of Florida, in meeting assembled, Pursuant to Section 1011.30, Florida Statutes, and Rule 6A-14.0716, Florida Administrative hereby requests the State Board of Education to approve amendments to the State college budget for the fiscal year as follows:

Category	Current Budget	Increase	Decrease	Change	Revised Budget
Fund Balance(1)	\$0.00	\$180,218.94	\$0.00	\$180,218.94	\$180,218.94
Reserve for Encumbrance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Reserve and Fund Balance	\$0.00	\$180,218.94	\$0.00	\$180,218.94	\$180,218.94
Budgeted Revenue	\$16,688,551.00	\$0.00	\$0.00	\$0.00	\$16,688,551.00
Available Fund Balance/Revenue	\$16,688,551.00	\$180,218.94	\$0.00	\$180,218.94	\$16,868,769.94
Personnel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Current Expense	\$16,688,551.00	\$0.00	\$0.00	\$0.00	\$16,688,551.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Budgeted Expenditures	\$16,688,551.00	\$0.00	\$0.00	\$0.00	\$16,688,551.00
Total Reserve & Unallocated Fund Balance	\$0.00	\$180,218.94	\$0.00	\$180,218.94	\$180,218.94

(1) excluding amount expected to be financed in future year

Justification (Budget Requisition #)

	Fund	Revenue	Personnel	Current	Capital	Total
Establish beginning fund balance based on Fiscal Year end 2023-2024 Year End Close (excluding amount expected to be financed in future years). Financial Aid-Credit , Non-Credit, Other.	\$180,218.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$180,218.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Certified: By :

 President _____ Date _____ Adopted

**Budget Amendment Approval Request
Pasco-Hernando State College**

Budget Amendment Number 255-011 **Fiscal Year** 2024-2025
Fund Name Unexpended Plant Fund Fund 7

Be it Resolved that the Board of Trustees of Pasco-Hernando State College, State of Florida, in meeting assembled, Pursuant to Section 1011.30, Florida Statutes, and Rule 6A-14.0716, Florida Administrative Code hereby requests the State Board of Education to approve amendments to the State college budget for the fiscal year as follows:

Category	Current Budget	Increase	Decrease	Change	Revised Budget
Fund Balance	59,766,431.25	7,884,604.98	0.00	7,884,604.98	67,651,036.23
Reserve for Encumbrances	10,507,699.90	0.00	2,487,407.66	(2,487,407.66)	8,020,292.24
Total Reserve and Fund Balance	70,274,131.15	7,884,604.98	2,487,407.66	5,397,197.32	75,671,328.47
Adj Loans/Bonds Accounting Treatment (1)	(978,000.00)	0.00	(119,000.00)	119,000.00	(859,000.00)
Budgeted Revenue	2,592,714.00	0.00	0.00	0.00	2,592,714.00
Available Fund Balance/Revenue	72,866,845.15	7,884,604.98	2,487,407.66	5,397,197.32	78,264,042.47
Personnel	389,247.18	0.00	42,510.94	(42,510.94)	346,736.24
Current Expense	3,297,446.95	0.00	952,598.50	(952,598.50)	2,344,848.45
Capital Outlay	69,180,151.02	6,392,306.76	0.00	6,392,306.76	75,572,457.78
Total Budgeted Expenditures	72,866,845.15	6,392,306.76	995,109.44	5,397,197.32	78,264,042.47
Total Reserve & Unallocated Fund Balance	0.00	1,492,298.22	(1,492,298.22)	0.00	0.00

(1) Porter Campus Bonds are posted as an obligation at their current balance against the existing fund balance. Actual current year debt obligations are budgeted as transfers to the Debt Service Fund (Fund 8). The outstanding obligation against the existing fund balance is reduced by the annual debt payment amount at fiscal year end.

Justification						
	Fund	Revenue	Personnel	Current	Capital	Expense
Add: Fund balance roll-over balances from Fiscal Year 2023-2024 Year End Close to Fiscal Year 2024-2025 Budgets, including transfers from fund 1, and changes in reserve for encumbrance for purchase orders.						
	\$5,397,197.32	\$0.00	(\$42,510.94)	(\$952,598.50)	6,392,306.76	\$5,397,197.32
Total	\$5,397,197.32	\$0.00	(\$42,510.94)	(\$952,598.50)	\$6,392,306.76	\$5,397,197.32
Certified: By :						
_____ President	_____	_____	_____	_____	_____	_____
				Date		Adopted

Pasco Hernando State College
Current Funds-Unrestricted (Operating Budget)
Period Ending 8/31/24

Percentage of Year Complete	0.17%				FY 2024-2025		
	FY 2024-2025 Original Budget	FY 2024-2025 Current Budget	FY 2024-2025 Actual 08/31/24	%	Year-End Estimated Total	%	Estimated Budget Variance

Revenues	FY 2024-2025 Original Budget	FY 2024-2025 Current Budget	FY 2024-2025 Actual 08/31/24	% Collected	Year-End Estimated Total	% To budget	Estimated Budget Variance
Student Fees							
Tuition	12,458,508	12,458,508	1,523,513	12.23%	12,293,438	98.68%	(165,070)
Lab & Other Fees	2,602,500	2,602,500	285,019	10.95%	2,602,500	100.00%	0
Student Technology Fees	623,133	623,133	86,587	13.90%	623,133	100.00%	0
Total Student Fees	15,684,141	15,684,141	1,895,120	12.08%	15,519,071	98.95%	(165,070)

State Support	FY 2024-2025 Original Budget	FY 2024-2025 Current Budget	FY 2024-2025 Actual 08/31/24	% Collected	Year-End Estimated Total	% To budget	Estimated Budget Variance
State Appropriation & TIER	41,337,979	41,337,979	7,126,453	17.24%	41,337,979	100.00%	0
STEM	2,306,271	2,306,271	397,589	17.24%	2,306,271	100.00%	0
Nursing Pipeline	3,953,045	3,953,045	0	0.00%	3,953,045	100.00%	0
Performance Funding	656,969	656,969	109,494	16.67%	656,969	100.00%	0
Lottery	6,373,548	6,373,548	0	0.00%	6,373,548	100.00%	0
Industrial Certificates	374,774	374,774	0	0.00%	374,774	100.00%	0
Dual Enrollment	0	0	0	0.00%	0	0.00%	0
Other	5,000	5,000	0	0.00%	5,000	100.00%	0
Total State Support	55,007,586	55,007,586	7,633,536	13.88%	55,007,586	100.00%	0

Other Revenue	FY 2024-2025 Original Budget	FY 2024-2025 Current Budget	FY 2024-2025 Actual 08/31/24	% Collected	Year-End Estimated Total	% To budget	Estimated Budget Variance
Local Support-Dual Enrollment	1,396,530	1,396,530	0	0.00%	1,396,530	100.00%	0
Other Revenue	493,843	493,843	172,896	35.01%	493,843	100.00%	0
Federal Support	60,000	60,000	266	0.44%	60,000	100.00%	0
Total Other Revenue	1,950,373	1,950,373	173,162	8.88%	1,950,373	100.00%	0

Total Revenue	72,642,100	72,642,100	9,701,817	13.36%	72,477,030	99.77%	(165,070)
Fund Balance PO Carryforward		1,284,186			1,284,186		
Total Revenue & Carryforward	72,642,100	73,926,286			73,761,215		

Expenditures	FY 2024-2025 Original Budget	FY 2024-2025 Current Budget	FY 2024-2025 Actual 08/31/24	% Collected	Year-End Estimated Total	% To budget	Estimated Budget Variance
Personnel	47,331,078	47,410,692	4,506,139	9.50%	47,138,535	99.43%	(272,157)
Current	18,829,416	19,600,293	2,463,892	12.57%	19,600,293	100.00%	0
Capital	1,046,392	1,512,769	20,108	1.33%	1,512,769	100.00%	0
Contingency	5,429,214	5,402,532	0	0.00%	5,402,532	100.00%	0
Year End Transfers	0	0	0	0.00%	0	0.00%	0
Total Expenditures	72,636,100	73,926,286	6,990,139	9.46%	73,654,128	99.63%	(272,157)

Revenue/Expense Change including PO Carryforward 107,087

Fund Balance	Original		Estimated		
	7/1/24	%	Change	%	6/30/2024
College Required Balance	4,301,617	5.00%	129,602	5.00%	4,431,219
College Spending Plan	11,845,737	13.77%	(22,515)	13.34%	11,823,221
Student Technology Fee	-	0.00%	0	0.00%	0
Total Fund Balance	16,147,354	18.77%	107,087	18.34%	16,254,441

Memo

To: PHSC District Board of Trustees
Via: Dr. Jesse Pisors, President
From: Bob Bade
Senior Vice President of Student Affairs
Date: 9/5/2024
Re: 2024-2025 Student Representative to the District Board of Trustees

Gilberto Mattei-Fernandez, effective September 17, 2024, will be resigning from his appointment as 2024-2025 Student Representative to the District Board of Trustees.

I recommend Krista Knowles to serve a one-year term which will be effective September 17, 2024, to June 30, 2025.

Attached are her college activity and professional resumes.

Krista Knowles

1440 East Silver Thorn Loop • Hernando, FL • 34442
CELL 352-942-9929 • E-MAIL kristaknowles@yahoo.com

SUMMARY

An organized, detail-oriented, and conscientious self-starter, able to strategize and prioritize effectively to accomplish multiple tasks and stay calm under pressure.

HIGHLIGHTS & ACCOMPLISHMENTS

- Certified Notary Public for State of Florida
 - Knowledgeable of Quickbooks
 - Proficient with Microsoft Office
 - Ability to analyze and interpret data to best find revenue generating ideas
 - Excellent leadership and communication abilities
 - High-level ability to increase workplace productivity and profitability
-

EXPERIENCE

Director of Operations – Fast Air Repair, LLC – Ocala, FL – October 2022 to December 2023

Manage weekly, monthly and quarterly operational goals. Gathered and interpreted data to assess financial standing and growth opportunities. Review and edit budgetary projections and timelines. Collaborate with owner to improve operational flow and overall profitability. Lead Productivity and Workplace Culture Task Force. Lead a team of technicians and dispatchers to provide top-notch customer service. Certified Notary Public with experience in notarizing legal documents.

Commercial Dispatcher – Butler Heating & AC Inc. – Spring Hill, FL – October 2016 to June 2022

Manage opening and closing duties. Assist customers on the phone and schedule service calls. Dispatch calls efficiently due to distance and time for remote technicians. Inventory all technicians' truck stock. Communicate with parts department and customers for repairs to be completed. Track employee hours and GPS to be cost efficient. Assist is the billing department with estimates and invoices. Assist with calls for customers in collections.

Administrative Assistant- Crystal River Marine – Crystal River, FL – July 2015 to September 2016

Handle opening and closing duties, including counting down cash drawer and batching out the credit card machine. Answer phone calls and assist customers with payments for services or parts. Place all orders and put shipments away. Count inventory and do daily data entry. Run errands for the owner.

Assistant Manager- Burger King – Crystal River, FL – March 2015 to July 2015

Manage opening and closing duties, including restocking items and reconciliation of the cash drawers. Consistently adhering to quality expectations and standards. Demonstrate awareness of liability issues and quality control of all products in house. Inquire about guest satisfaction, anticipated additional needs and happily fulfilled requests. Checked in deliveries and signed off on products received. Promoted and endorsed the company to bring in new business.

Corporate trainer/ Manager/ Server - World of Beer – Wildwood & Orlando, FL - August 2013 to January 2015

Train new staff and uphold company policies and standards. Assisted guests with making menu choices in an informative and helpful fashion. Maintained knowledge of current menu items, garnishes, ingredients and preparation methods. Delivered exceptional service by greeting and serving customers in a timely, friendly manner. Effectively communicated with kitchen staff regarding customer allergies, dietary needs and other special requests. Demonstrated awareness of liability issues and the law by confirming legal drinking age and discontinuing service to intoxicated guests. Promoted and endorsed the company to bring in new business.

Bar Manager - Wing, Grill, & Beer Masters - Homosassa, FL - May 2013 to March 2014

Promptly served all food courses and alcoholic beverages to guests. Managed closing duties, including restocking items and reconciliation of the cash drawer. Consistently adhered to quality expectations and standards. Demonstrated awareness of liability issues and the law by confirming legal drinking age and discontinuing service to intoxicated guests. Inquired about guest satisfaction, anticipated additional needs and happily fulfilled requests. Checked in deliveries and signed off on products received. Promoted and endorsed the company to bring in new business.

Bartender - Crystal River Ale House - Crystal River, FL - October 2012 to March 2014

Delivered exceptional service by greeting and serving customers in a timely, friendly manner. Appropriately suggested additional items to customers to increase restaurant sales. Regularly checked on guests to ensure satisfaction with each food course and beverages. Correctly calculated charges, issued bills and collected payments.

Bar Manager/ Receptionist - SkyView Country Club - Hernando, FL - August 2007 to August 2010

Maintained knowledge of current menu items, garnishes, ingredients and preparation methods. Effectively communicated with kitchen staff regarding customer allergies, dietary needs and other special requests. Regularly checked on guests to ensure satisfaction with each food course and beverages. Managed closing duties, including restocking items and reconciliation of the cash drawer. Demonstrated awareness of liability issues and the law by confirming legal drinking age and discontinuing service to intoxicated guests. Checked in deliveries and signed off on products received. Politely answered phones promptly and recorded and confirmed reservations.

EDUCATION

Bachelor of Applied Science

Pasco Hernando State College 2023- Present – Brooksville, FL

AREA OF CONCENTRATION: Organizational Administration

METAMAJOR: Business

Associate of Arts

Pasco Hernando State College 2022 – 2023 – Brooksville, FL

Santa Fe College 2010-2012 - Gainesville, FL

REFERENCES ***Provided upon request***

KRISTA KNOWLES

kdk2002@student.phsc.edu | (352) 942-9929
1440 East Silver Thorn Loop, Hernando, Florida 34442

EDUCATION

Pasco-Hernando State College - New Port Richey, FL *Expected in 12/2026*
Bachelor of Science: Business Administration

- 3.85 GPA
- Elected to Vice President for Student Government Association in 2024
- Elected to Vice President for Phi Theta Kappa
- Elected to Treasurer for Future Business Leaders of America
- Honors in Action member

Pasco-Hernando State College - New Port Richey, FL *12/2023*
Associate of Arts

- Dean's List Fall 2022
- Dean's List Spring 2023
- Phi Theta Kappa - Alpha Delta Epsilon Chapter -Vice President
- Future Business Leaders of America Collegiate Chapter - Treasurer
- Student Government Association - North Campus - Senator

Citrus High School - Inverness, FL *05/2007*
High School Diploma

- Honor Roll 2004-2007
- Bright Future's Scholarship Recipient
- 3.6 GPA
- Cum Laude Graduate
- National Junior's Honor Society Member
- Key Club Member

PROFESSIONAL SUMMARY

Inspirational Scouter with 10 years of experience. Coordinates all troop operations, staffing leaders and guiding troop members in growth through participation in skill acquisition and service activities. Passionately grounding next generation in leadership mentality.

SKILLS

- Tax Law Compliance
- State Regulation Compliance
- Payroll Preparation and Processing
- Idea Development and Brainstorming
- Scheduling and Coordinating
- MS Office
- Administrative Skills
- Interpersonal Skills
- Human Resources Department Processes

- Community Engagement
- Leadership Training and Development
- Records Management

PROFESSIONAL EXPERIENCE

Volunteer Income Tax Assistant | United Way Of Pasco County - Pasco-Hernando State College, Wesley Chapel *02/2024 - Current*

- Prepared tax returns, extensions, tax planning calculations, and write-ups for the public.
- Analyzed financial records to verify accuracy of tax returns.
- Reviewed clients tax filing papers thoroughly to determine eligibility for additional tax credits or deductions.
- Assessed client tax situations to determine best filing options.
- Provided guidance to colleagues on complex tax situations when needed, fostering teamwork within the department while sharing valuable expertise with peers.
- Completed and filed returns with tax departments at local, state, and federal levels.

Merit Badge Counselor | Boy Scouts Of America - Greater Tampa Bay Area Council *01/2021 - Current*

- Supervised troop volunteers and counselors in execution of unit needs to contribute to safety and healthy experience.
- Developed a strong rapport with parents and guardians, keeping them informed about their child's progress within the scouting program and addressing any concerns they may have had.
- Encouraged participation in camp activities and guided troop members in safe adventures.
- Ensured successful completion of merit badges by providing one-on-one support to scouts who needed additional guidance or assistance.
- Liaised with community organizations to promote recreational activities.
- Encouraged scouts to take ownership of their learning experiences by setting personal goals related to merit badge completion and rank advancement.
- Coordinated with fellow counselors to offer cross-disciplinary learning opportunities, allowing scouts to explore connections between different merit badges.
- Served as a role model for ethical behavior, demonstrating integrity, honesty, and respect in interactions with both scouts and fellow counselors.
- Maintained thorough records of each scout's achievements, providing detailed reports on progress towards rank advancement.
- Provided constructive feedback to scouts on their performance during merit badge projects, identifying areas for improvement and suggesting strategies for success.
- Helped scouts overcome personal obstacles related to self-confidence or motivation issues that might have affected their ability to complete merit badges successfully.
- Assisted in the planning and organization of regional scouting events, including merit badge fairs and skill workshops.
- Secured parent participation in troop leadership roles by delivering new leader orientation and training in line with expectations of council's volunteer experience and policies.
- Participated in group activities, emphasizing making camp fun for campers, teaching skills, providing encouragement and facilitating opportunities of interaction between campers.

Fundraising Chair | Boy Scouts Of America - Greater Tampa Bay Area Council

05/2016 - 11/2020

- Delivered engaging presentations at conferences or meetings highlighting organization's mission impact supported by effective fundraising efforts.
- Defined and integrated roles, responsibilities, and processes for business team and data management organization.
- Identified potential grant opportunities, securing vital funding for organizational programs.
- Streamlined donation processes, enhancing donor satisfaction and engagement.
- Contacted corporate representatives, government officials or community leaders to increase awareness of organizational causes and raise funds.
- Established goals and procedures for solicitation, funds management, and disbursement.
- Contacted corporate representatives, government officials or community leaders to increase awareness of organizational causes and activities.
- Implemented creative marketing campaigns to raise awareness of fundraising initiatives and increase community support.
- Monitored resource allocation, budget development and personnel recruitment for multiple Eagle projects.

Committee Chair | Boy Scouts Of America - Greater Tampa Bay Area Council

08/2015 - 01/2020

- Oversaw volunteer recruitment efforts, expanding our talent pool significantly while also increasing member retention rates.
- Oversaw district adult training and youth protection.
- Proposed ideas and participated in meetings and activities to improve quality of scouting.
- Facilitated committee membership elections.
- Formulated and executed strategic initiatives to improve pack to troop cross-over.
- Created succession plans to provide continuity of operations during leadership transitions.
- Coordinated, generated or created documents to distribute to committee.
- Proposed call and meeting agenda items to committee leadership.

AFFILIATIONS

- Florida Institute of CPAs
- Boy Scouts of America
- United Way
- Pasco-Hernando State College
- Feeding Tampa Bay

CERTIFICATIONS

- CNP - Certified Notary Public

Government Relations

2024 Legislative Session Report

Disclaimer: The legislative summaries provided here are intended to offer a concise overview of the legislation. It should not be relied upon as a substitute for reading the original legislation. For complete and accurate information, please refer to the full text of the legislation, which is referenced and linked with each summary.

SB 0046 Reading Achievement Initiative for Scholastic Excellence Program

*Sponsor(s): Stewart; Approved by Governor; April 3, 2024; Chapter No. 2024-46;
Statue Citations: 1008.365*

Provides that tutoring provided through the tutoring program established as part of the Reading Achievement Initiative for Scholastic Excellence Program may now be provided during and after the school day. Instructional personnel and high school students serving as tutors in this program and be provided a stipend for their services. If a high school student is not paid, that student may use the unpaid hours as part of community service requirements for high school graduation requirements or as part of the Florida Bright Future's Scholarship program. Effective Date: July 1, 2024

HB 0149 Continuing Contracts

*Sponsor(s): Alvarez; Approved by Governor; May 29, 2024; Chapter No. 2024-204;
Statue Citations: 255.103, 287.055*

The bill increases the maximum cost for each individual project procured pursuant to the Consultant's Competitive Negotiation Act (CCNA) from \$4 million to \$7.5 million, plus an annual increase based on the consumer price index (CPI). This limitation applies to projects procured under the CCNA by the state, counties, municipalities, school districts, special districts, and other political subdivisions.

The Department of Management Services must annually adjust and publish the annual change to the individual project maximum cost limit based on the June-to-June CPI. Effective Date: July 1, 2024

PHSC should update policies and procedures and any existing related contracts to reflect this change.

HB 0151 Florida Retirement System

*Sponsor(s): Cabrera; Approved by Governor; April 16, 2024; Chapter No. 2024-92;
Statue Citations: 121.091, 121.1001, 121.591, 121.71*

The bill establishes the contribution rates paid by employers that participate in the Florida Retirement System (FRS) beginning July 1, 2024. These rates are intended to fund the full normal cost and the amortization of the unfunded actuarial liability of the FRS and the impact of changes made by the bill. The 3 percent employee contribution rate is not changed by this bill. The bill authorizes an FRS retiree to be reemployed with an employer participating in the FRS and receive both compensation and retirement benefits, after meeting the definition of termination. This effectively eliminates the "suspension of benefits" period typically applied during months 7 through 12 after the date of retirement. The bill also closes the FRS

Preservation of Benefits Plan to new members effective July 1, 2026. The Preservation of Benefits Plan currently provides for FRS members to be eligible to receive a benefit that is in excess of the annual benefit limit established by the Internal Revenue Service. Effective July 1, 2024, the limitation on an annual benefit under a defined benefit plan is \$275,000. If approved by the Governor, or allowed to become law without the Governor's signature, these provisions take effect July 1, 2024. Effective Date: July 1, 2024

PHSC may need to update policies and procedures to reflect decreased time out from 12 months to 6 months.

HB 0187 Antisemitism

Sponsor(s): Gottlieb/Fine; Approved by Governor; June 25, 2024; Chapter No. 2024-262; Statue Citations: 1.015

Antisemitism: Defines term "antisemitism" developed by the International Holocaust Remembrance Alliance (IHRA). Antisemitism is a perception of Jewish individuals which may be expressed as hatred toward such individuals. The bill provides several examples of antisemitism such as calling for the killing or harming of all Jewish people; to denying that the holocaust at the hands of Nazi Germany; to holding Jewish individuals collectively responsible for the decisions of the State of Israel, with many other examples. It does state that antisemitism does not include criticism of Israel that is similar to criticism of any other country. It also states that this bill shall not be construed to infringe on the First Amendment rights provided by the US Constitution or conflict with anti-discrimination laws. Effective Date: July 1, 2024

HB 0217 College Campus Facilities in Areas of Critical State Concern

Sponsor(s): Mooney/LopezJ; Approved by Governor; April 3, 2024; Chapter No. 2024-50; Statue Citations: 1009.23, 1013.40

Revises authorized uses of revenue from capital improvement fees to include certain college campus facilities and revises number of beds certain FCS institutions may provide to certain persons; revises which funds may be used for construction of dormitories; and requires Division of Bond Finance to conduct analysis of financing before issuance of specified bonds. Effective Date: July 1, 2024

This only affects the College of the Florida Keys.

HB 0241 Coverage for Skin Cancer Screenings

Sponsor(s): Massullo/Payne; Approved by Governor; April 8, 2024; Chapter No. 2024-63; Statue Citations: 110.12303

Requires DMS to require contracted state group health insurance plans to provide coverage and payment for annual skin cancer screenings performed by specified persons without imposing any cost-sharing requirement; specifies requirement for restriction on payments for such screenings. Effective Date: July 1, 2024

This is for information only as it may affect PHSC staff if PHSC employees are placed on the State Insurance plan.

SB 0330 Behavioral Health Teaching Hospitals

Sponsor(s): Boyd/Rouson; Approved by Governor; March 22, 2024; Chapter No. 2024-12; Statue Citations: 395.901, 395.902, 395.903, 409.909, 1004.44

Creating part VI of ch. 395, F.S., entitled “Behavioral Health Teaching Hospitals”; authorizing hospitals to apply for a behavioral health teaching hospital designation beginning on July 1, 2025. The bill authorizes the Agency for Health Care Administration to designate additional behavioral health teaching hospitals that meet the designation criteria set forth in the bill.

This bill specifically states that the Legislature intends to create the Florida Center for Behavioral Health Workforce within the Louis de la Parte Florida Mental Health Institute at the University of South Florida to address issues of workforce supply and demand in behavioral health professions, including issues of recruitment, retention, and workforce resources.

Behavioral health teaching hospitals will collaborate with schools with nursing programs and other medical disciplines to promote and enhance a modernized behavioral health care system. The legislative intent is also to establish public-private partnerships.

Additionally, the intent is also to establish a plan to create and maintain integrated workforce development programs with Florida colleges and universities for clinical care. Tampa General Hospital is one of the hospitals to be designated as a behavioral health teaching hospital. It also establishes a grant program within the agency for the purpose of funding designated behavioral health teaching hospitals.; Appropriation: \$313,000,000

Effective Date: Except as otherwise expressly provided in this act, which shall take effect upon this act becoming a law, this act shall take effect July 1, 2024.

HB 0379 Pub. Rec./Financial Information Regarding Competitive Bidding

Sponsor(s): Truenow/LopezJ; Approved by Governor; June 17, 2024; Chapter No. 2024-236; Statue Citations: 119.071

Provides exemption from public records requirements for certain financial information prospective bidder submits to an agency in order to prequalify for bidding or for responding to solicitation for road or other public works projects; provides for future legislative review and repeal of exemption; provides statement of public necessity. Effective Date: July 1, 2024

PHSC does not have any road projects and the occasional public works project. Purchasing should be aware of this additional public records exemption.

HB 0433 Employment Regulations (minimum wage and heat exposure)

Sponsor(s): Esposito, Anderson, Barnaby, Black, Chamberlin, Fabricio, Garcia, Maggard, McClain, Roach, Roth, Tramont, Yeager; Approved by Governor; April 12, 2024; Chapter No. 2024-80; Statue Citations: 218.077, 448.077, 448.106

Prohibiting political subdivisions from maintaining a minimum wage other than a state or federal minimum wage. This bill also relates to employees and heat exposure while on the job. Employers do not need to establish a heat exposure requirement or standard to control an employee’s heat exposure above and beyond what is required by state or federal law. The standards include employee monitoring and protection, water consumption, cooling measures, acclimation, and recovery periods, posting and distributing notices or materials that inform employees how to protect themselves from heat exposure, implementation and

maintenance of heat exposure programs or training, appropriate first-aid measures or emergency responses related to heat exposure, and protection of employees who report that they have experienced excessive heat exposure. Effective Date: July 1, 2024

PHSC has staff who work outside and are exposed to the sun and heat. PHSC should review the standards listed in the bill and consider training for heat exposure, brochures of how to protect against heat exposure, etc.

HB 0481 Building Construction Regulations and System Warranties

Sponsor(s): Maggard/McClain; Approved by Governor; May 29, 2024; Chapter No. 2024-206; Statue Citations: 489.105, 559.956, 559.957

Provides specified effective date for provisions relating to HVAC manufacturer's warranty transfers; prohibits HVAC manufacturer's warranties from being conditioned upon product registration; provides effective date for certain HVAC systems and components warranties under specified circumstance; provides required information for warranty and product registration cards and forms; prohibits HVAC systems and components warranties from being conditioned upon product registration. Effective Date: July 1, 2024

This bill should be reviewed by PHSC Facilities Department as it relates to the PHSC HVAC system.

SB 0522 Tallahassee Community College

Sponsor(s): Simon; Approved by Governor; March 27, 2024; Chapter No. 2024-43; Statue Citations: 1000.21

Renaming the college as "Tallahassee State College," etc. Effective Date: July 1, 2024

HB 0523 Florida Seal of Fine Arts Program

Sponsor(s): Canady/Black/Amesty/Arrington/Baker/Bankson/Basabe/Bell/Daniels/Eskamani/Espósito/Franklin/Garcia/Gossett-Seidman/Harris/Hart/Joseph/Plakon/Plasencia/Smith/Baldes/Woodson; Approved by Governor; April 3, 2024; Chapter No. 2024-51; Statue Citations: 1003.4321

Establishes Florida Seal of Fine Arts Program within DOE. Beginning with the 2024-2025 school year, the Seal of Fine Arts shall be awarded to a high school student who has earned a standard high school diploma; successfully completed at least three year-long courses in dance, music, theatre, or the visual arts with a grade of "A" or higher in each course or earned three sequential course credits in such courses with a grade of "A" or higher in each course; and meets a minimum of two of the following requirements: 1. Successfully completes a fine arts International Baccalaureate, advanced placement, dual enrollment, or honors course in the subjects listed in this paragraph with a grade of "B" or higher.

The Office of Articulation will work with the Division of Public Schools on a fine arts seal for electronic transcript (FASTER); The Office of Articulation will provide technical assistance/guidance to institutions regarding dual enrollment through use of a statewide memorandum. Effective Date: July 1, 2024

HB 0537 Student Achievement

Sponsor(s): Valdes/Garcia/LopezJ/Mooney/Plasencia/Trabulsy/Williams; Approved by Governor; April 16, 2024; Chapter No. 2024-94; Statue Citations: 1003.482

Creating the Music-based Supplemental Content to Accelerate Learner Engagement and Success (mSCALES) Pilot Program within the Department of Education for the purpose of the assisting districts in adopting music-based supplemental materials that support STEM courses for middle school students related to mathematics instruction. Right now this program will only be in school districts of Alachua, Marion, and Miami-Dade Counties. Other school districts may request to participate subject to funding. Effective Date: July 1, 2024

SB 0548 Public Records/Military Personnel and their Spouses and Dependents

Sponsor(s): Collins; Approved by Governor; April 29, 2024; Chapter No. 2024-111; Statue Citations: 119.071

Providing an exemption from public records requirements for identification and location information of current and former military personnel and their spouses and dependents. The military personnel are those who were authorized to have access to secret or top-secret information or were part of the special operations force. This provision is for military personnel in the employ of the agency before, on, or after the effective date of this bill.

The military personnel must submit a written request to the agency that has the information to exempt the identification information set forth in this bill. Effective Date: April 26, 2024

PHSC Human Resources Department should become aware of this new exemption and provide this question to all new employees upon onboarding.

SB 0644 Rural Emergency Hospitals

Sponsor(s): Simon; Approved by Governor; May 29, 2024; Chapter No. 2024-201; Statue Citations: 395.1041, 395.602, 395.607

A rural emergency hospital is a hospital that (a) Meets the requirements of the Consolidated Appropriations Act of 2021, Pub. L. No. 116-260, and the regulations adopted, and guidance issued thereunder. (b) Has no more than 50 beds (c) Can adequately provide rural emergency services in the facility 24 hours a day and seven days a week (d) Is sufficiently staffed and equipped to provide rural emergency services of the types indicated by the applicant. (e) Has a transfer agreement in effect with a Level I or Level II trauma center.

A rural hospital is not required to offer acute inpatient care or care for more than 24 hours, or to make available for treatment facilities for surgery, obstetrical care, or similar services. Effective Date: July 1, 2024

This is just an FYI as PHSC is the lead agency for the Nursing and Allied Health Advancement Institute.

SB 0674 United States – Produced Iron and Steel in Public Works Projects

Sponsor(s): Boyd; Approved by Governor; June 27, 2024; Chapter No. 2024-267; Statue Citations: 255.0993

The bill requires a governmental entity that contracts for a public works project or for the purchase of materials for a public works project to ensure that any iron or steel product that will be permanently incorporated into the project be produced in the United States. The bill waives this contract requirement if the governmental entity determines that any of the following apply:

- The iron or steel products required for the project are not produced in the United States in sufficient quantities, are not reasonably available, or are of an unsatisfactory quality;
- The use of US-produced iron or steel products will increase the total cost of the project by more than 20 percent; or
- Compliance with the requirement is inconsistent with the public interest.

A governmental entity may allow a minimal use of foreign iron or steel materials in the project, if they are ancillary to the primary product and the cost of the materials does not exceed 0.10 percent of the total contract cost, or \$2,500, whichever is greater. These provisions do not apply to contracts procured by the Florida Department of Transportation that are subject to the federal Buy America requirements. The bill requires the Department of Management Services to develop guidelines and procedures by rule to implement the bill. Effective Date: July 1, 2024

PHSC Purchasing Department and PHSC Facilities Department need to be aware of this new requirement.

HB 0705 Public Works Projects

Sponsor(s): Shoaf; Approved by Governor; May 29, 2024; Chapter No. 2024-208; Statue Citations: 255.0992

Revising the definition of the term “public works project” to include that a project can be paid by local and state appropriated funds to qualify. Where prior to this amendment, it was only state-appropriated funds. It also clarifies that the term does not include the provision of goods, services, or work incidental to the public works project, such as the provision of security services, janitorial services, landscaping services, maintenance services, transportation services, or other services that do not require a construction contracting license or involve supplying or carrying construction materials for a public works project. Effective Date: July 1, 2024

PHSC facilities should be aware of this change.

HB 0707 State University Unexpended Funds

Sponsor(s): Silvers/Driskell/LopezJ/Mooney/Valdes; Approved by Governor; April 29, 2024; Chapter No. 2024-124; Statue Citations: 1011.45

Authorizes state university to retain and report annual reserve balance exceeding 7 percent of its state operating budget. A carry forward spending plan may include retention of the carry forward balance as a reserve fund to be used for authorized expenses in subsequent years. Effective Date: July 1, 2024

This is for universities only and is provided as an FYI only.

HB 0781 Unsolicited Proposals for Public-Private Partnerships

Sponsor(s): Clemons/LopezJ; Approved by Governor; April 16, 2024; Chapter No. 2024-96; Statue Citations: 255.065

Authorizes, rather than requires, responsible public entity to publish notice of unsolicited proposal for qualifying project in specified manner and that other proposals for same project will be accepted. It authorizes responsible public entity to proceed with unsolicited proposal

for qualifying project without public bidding process if responsible public entity holds public meeting that meets certain requirements and holds a subsequent public meeting at which responsible public entity makes certain determination. It requires responsible public entity to consider certain factors such as benefits to the public, qualifications and experience of the private entity that submitted the proposal and that entity's ability to perform the project, public comments submitted at the meeting, etc. It requires responsible public entity to publish certain reports in Florida Administrative Register for certain period in certain circumstances. It revises certain determinations that responsible public entity must make before approving comprehensive agreement. Effective Date: July 1, 2024

PHSC Purchasing Department and Facilities Department should be aware of this new language.

SB 0818 Military Leave

Sponsor(s): Avila/Collins; Approved by Governor; March 22, 2024; Chapter No. 2024-19; Statue Citations: 115.09, 115.14

Currently a public employer must provide an employee or official who is a service member with a full paid leave of absence for the first 30 days of active federal military service. The bill limits application of the paid leave of absence to a servicemember who is activated under federal military service that is equal to or greater than 90 consecutive days. Effective Date: July 1, 2024

PHSC needs to review and change its policies and procedures related to this language change and the Human Resources Department needs to be apprised of this change.

HB 0917 Career and Technical Education

Sponsor(s): Snyder/Bankson/Basabe/Fabricio/Gonzalez Pittman; LopezJ/Maggard/McClain/Mooney/Plasencia/Roach/Salzman/Smith/Stark/Trabulsy/Tramont; Approved by Governor; Chapter No. 2024-125; Statue Citations: 14.36, 446.021, 450.061, 489.1455, 489.5335, 1001.02, 1001.43, 1001.706, 1003.41, 1003.4282, 1004.015, 1004.6495, 1004.91, 1009.8962;

This bill revises provisions relating to journeymen and residential construction projects for which minors 16 or 17 years old may work on as long as they are OSHA certificated, not working on scaffolding, roof, superstructure, or ladder above 6 feet, and the work is not in violation of the Federal Fair Labor Standards Act of 1938 or any OSHA Reg or Federal law related to minors in the workplace.

Revises duties of Office of Reimagining Education and Career Help which includes coordinating with the Department of Education, Department of Commerce, and CareerSource Florida to publish and disseminate by March 1, 2025, a statewide asset map of career and technical education to inform workforce and industry partners of opportunities to partner and expand career and technical education in Florida. It will include K-12 programs and secondary offerings and dual enrollment programs.

It will include efforts to meet supply and demand needs for the state's health care workforce. The Board of Governors and the State Board of Education will provide a 10-year trend on nursing education programs. That will include data such as number of student slots available, number of student applications submitted, number of program graduates, program retention rates, graduate passage rates on the National Council of State Boards of Nursing Licensing

Examination, number of graduates who become employed as nurses and more. Effective Date: July 1, 2024

HB 0931 School Chaplains

Sponsor(s): McClain/Daniels/Anderson/Bankson/Black/Chamberlin/Dunkley/Fine/Leek/Melo/Michael/Mooney/Rizo/Roth/Shoaf/Yeager; Approved by Governor; April 19, 2024; Chapter No. 2024-103, Statue Citations: 1012.461, 1012.465

Authorizes school districts and charter schools to adopt policy to allow volunteer school chaplains; requires district school boards and charter school governing boards to assign specified duties to such volunteer school chaplains; requires volunteer school chaplains to meet certain background screening requirements; requires school districts and charter schools to publish specified information under certain circumstances. Effective Date: July 1, 2024

This affects K-12 Schools and Charter Schools.

HB 0935 Home Health Care Services

Sponsor(s): Franklin/Hunschofsky/Nixon/Trabulsy/Valdes; Approved by Governor; May 13, 2024; Chapter No. 2024-175; Statue Citations: 409.905

Authorizes advanced practice registered nurses and physician assistants to order or write prescriptions for certain Medicaid services. Effective Date: July 1, 2024

This is an FYI only. The Allied Health Department as it relates to nursing should be aware of this language change.

HB 0975 Background Screenings and Certifications

Sponsor(s): Trabulsy/Bell/Campbell/Basabe/Cassel/Eskamani/Garcia/Joseph/LopezJ/LopezV/Salzman/Tant; Approved by Governor; June 17, 2024; Chapter No. 2024-243; Statue Citations: 420.621, 420.6241, 435.04, 435.07, 456.0135, 457.105, 463.006, 465.007, 465.0075, 466.006, 466.0067, 466.007, 467.011, 468.1185, 468.1215, 468.1695, 468.209, 468.213, 468.355, 468.358, 468.505, 468.509, 468.513, 468.803, 478.45, 483.815, 483.901, 483.914, 484.007, 484.045, 486.031, 486.102, 490.005, 490.0051, 490.006, 491.003, 491.0045, 491.0046, 491.005, 491.006, 943.0438

Bill to be Discussed During the Office of EDR's Measures Affecting Revenue Conference, June 27, 2024, 10:00 am, 117 K (No Votes Will Be Taken)

Provides qualifications for person seeking certification as “person with lived experience” (current or former homeless person). This bill greatly expands certain background screening requirements to apply to all applicants seeking licensure in health care professions. It revises licensure, registration, or certification requirements for acupuncturists; optometrists; pharmacists; dentists; midwives; speech-language pathologists and audiologists; nursing home administrators; occupational therapists; respiratory therapists; dietitian/nutritionists; practitioners of orthotics, prosthetics, or pediatrics; electrologists; clinical laboratory personnel; medical physicists; genetic counselors; opticians; physical therapists; psychologists and school psychologists; clinical social workers, marriage and family therapists, and mental health counselors. Appropriation: \$250,000.00 Effective Date: July 1, 2025, except as otherwise provided

This is an FYI only for the Allied Health Department.

HB 1109 Security for Jewish Day Schools and Preschools

Sponsor(s): Fine/Canady/Garcia/Holcomb/Leek/LopezJ/LopezV/Maney/Overdorf/Roth/Trabulsy/Tuck; Approved by Governor; June 25, 2024; Chapter No. 2024-264; Statue Citations: 1001.2921

Requiring DOE to establish program to provide funds to Jewish day schools and preschools for specified security purposes; provides authorized uses for such funds. Effective Date: July 1, 2024

This is an FYI only.

SB 1264 History of Communism

Sponsor(s): Collins/Rodriguez/Harrell/Avila; Approved by Governor; April 18, 2024; Chapter No. 2024-102; Statue Citations:1003.42, 1004.6496, 1004.64991, 1004.89

Beginning in the 2026-2027 school year, public K-12 schools will be required to have a program on the history of communism. The bill sets for the topics of instruction within this program.

The bill also sets forth the creation of the Institute for Freedom in the Americas at Miami Dade College and will partner with the Adam Smith Center for Economic Freedom. This initiative will promote democracy in the Americas, promoting economic and individual freedoms as a means for advancing human progress with an emphasis on Latin America and the Caribbean.

The Dept. of State in collaboration with the Dept. of Education will consult with stakeholders to provide a recommendation to the Legislature by a specified date for the creation of a museum of the history of communism, etc. Effective Date: July 1, 2024

This is an FYI for our academics and education in the K-12 schools and the initiatives of a sister state college.

HB 1285 Education

Sponsor(s): Canady/Leek/McClain/Michael/Rizo/Skidmore/Trabulsy; Approved by Governor; April 17, 2024; Chapter No. 2024-101; Statue Citations: 192.0105, 192.048, 196.011, 196.082, 288.036, 1001.61, 1001.64, 1001.65, 1001.71, 1002.33, 1002.42, 1002.45, 1003.052, 1003.451, 1003.53, 1004.051, 1006.28, 1006.38, 1007.25, 1007.271, 1008.33, 1008.34, 1009.21, 1009.23, 1009.98, 1012.55, 1012.79, 1012.86

Bill to be Discussed During the Office of EDR's Revenue Estimating Impact Conference, May 22, 2024, 10:00 am, 117 K (No Votes Will Be Taken)

The bill makes a number of changes to Florida's K-12 public schools and postsecondary institutions. For Florida's K-12 public schools, the bill:

- Clarifies the process for students enrolled in an approved virtual instruction program provider or virtual charter school to participate in statewide, standardized assessments and assessments in the coordinated screening and progress monitoring system.
- Clarifies that it is not necessary to make an annual application for a tax exemption on property used to house a charter school.

- Defines a classical school and authorizes an enrollment preference at classical charter schools for students who were previously enrolled in a public school that implemented a classical school model.
- Requires the State Board of Education (SBE) to establish a specialized teaching certificate for educators who teach in a classical school.
- Provides additional student populations a charter school can target in its enrollment process relating to the employment location of the parent or guardian.
- Specifies the responsibilities of a school district and charter school in implementing a turnaround plan for a public school reopening as a charter school.
- Creates the Purple Star School District program for a district with a specified number of schools designated as Purple Star Campuses.
- Authorizes school districts to assign disruptive students to a disciplinary program or alternative-to-expulsion program.
- Authorizes alternate methods of communicating to parents regarding placement into a dropout prevention and academic intervention program.
- Prohibits school districts from identifying students as eligible to receive services through the dropout prevention and academic intervention program based solely on a student having a disability and requires an academic intervention plan for each student enrolled in a dropout prevention and academic intervention program.
- Provides that, beginning in the 2024-2025 school year, any changes made by the SBE to components in the school grades model or to the school grading scale go into effect, at the earliest, in the following school year.
- Authorizes the Commissioner of Education to appoint and remove the executive director of the Education Practices Commission.
- Provides students in grades 11 and 12 an opportunity to take the Armed Services Vocational Aptitude Battery (ASVAB) and consult with a military recruiter during the school day.
- Provides that a private school may use or purchase certain facilities under the facility's preexisting zoning and land use designations, and without having to implement any mitigation requirements or conditions, subject to specified limitations.
- Provides that a private school may use the facilities or land owned by a Florida College System institution.
- Specifies that a resident in the county who is not the parent or guardian of a student with access to school district materials may object to no more than one material per month.
- Requires the Department of Education to provide a bonus of \$50 to compensate International Baccalaureate teachers for each student they teach who received a score of "C" or higher on an International Baccalaureate Theory of Knowledge subject examination.

For postsecondary institutions, the bill:

- Allows documentation of the homestead exemption as a single piece of evidence proving residency for tuition purposes. Rule 6A-10.044, F.A.C., Residency for Tuition Purposes and the form incorporated in rule, Form FRD-1, will be amended to reflect Florida law.

- Requires that publishers make electronic versions of student editions of instructional materials available to teacher preparation programs and educator preparation institutes at a discount below publisher cost.
- Repeals the Florida College System’s (FCS’s) employment equity and accountability program.
- Requires that the development of dual enrollment articulation agreements include consideration of online courses.
- Specifies that a public postsecondary institution may not prohibit an applicant or student from being employed, subject to specified exceptions.
- Transitions the effective period for the amount paid by the Florida Prepaid College Board to state universities on behalf of qualified beneficiaries of advance payment contracts within the Prepaid Florida Program from 2009-2010 to 2022-2023.
- Creates a new associate in arts specialized transfer degree for students who need additional credit above the 60 hours in preparation for transfer to a baccalaureate degree program. Rule 6A-14.030, F.A.C., Postsecondary Instructional Unit Definitions in FCS Institutions was amended by the SBOE July 2024, and will go into effect August 2024, to reflect Florida law approving specialized AA degrees to go beyond 60 credit hours including 36 credits of general education. Rule 6A-14.0303, F.A.C., General Education Course Options, was amended by the SBOE July 2024, and will go into effect August 2024, to recognize the creation of the new associate in arts specialized transfer degree and prescribe its course credit requirements, including general education requirements. New Rule 6A-14.094, F.A.C., Site Determined Specialized Associate in Arts Transfer Degree Access was adopted by the SBOE July 2024, and will go into effect August 2024, to establish the new specialized associate in arts transfer (SAAT) degree and outline the proposal requirements FCS institutions must meet to gain approval to establish an SAAT degree(s) at their institution.
- Authorizes Miami Dade College, Polk State College, and Tallahassee Community College to charge an amount not to exceed \$290 per credit hour for nonresident tuition and fees for distance learning.
- Clarifies that members of an FCS institution or state university board of trustees are subject to Florida ethics laws for public officers with respect to business dealings with any institution under their purview while they are a member of the board of trustees.
- Creates the Office of the Ocean Economy within the State University System to be housed at Florida Atlantic University. The Office of the Ocean Economy was created to connect the state’s ocean and coastal resources to economic development strategies that grow, enhance, or contribute to the ocean economy.

Effective Date: July 1, 2024

PHSC may need to update policies and procedures to reflect new provisions. Florida College System institution admissions, advising and registrar offices should be aware of changes to Florida law regarding employment of students.

Colleges will need to update policies and procedures to reflect the new provision. Florida College System institution registrar and financial aid offices should be aware of changes to Florida law regarding residency for incarcerated persons.

HB 1291 Educator Preparation Programs

Sponsor(s): Snyder/Jacques/Anderson/Chamberlin/Chaney/McClain/Redondo/Rizo/Roth /Tramont/Yeager; Approved by Governor; May 3, 2024; Chapter No. 2024-141; Statute Citations: 1004.04, 1004.85, 1012.56, 1012.562

Prohibits courses and curriculum of teacher preparation programs, postsecondary educator preparation institutes, professional learning certification programs, and school leader preparation programs from distorting certain events and prohibits curriculum and instruction that teaches identity politics, or is based on theories that systemic racism, sexism, oppression, and privilege are inherent in the institutions of the United States and were created to maintain social, political, and economic equities.

It requires teacher preparation programs, postsecondary educator preparation institutes, professional learning certification programs, and school leader preparation programs to afford candidates the opportunity to think critically, achieve master of academic program content, learn instructional strategies, and demonstrate competence. Effective Date: July 1, 2024

HB 1317 Patriotic Organizations

Sponsor(s): Duggan/Fabricio/Fine/Holcomb/Leek/LopezJ/McClain/Rizo/Roth/ Truenow/Yeager; Approved by Governor; April 19, 2024; Chapter No. 2024-104; Statue Citations: 1001.433

Authorizing school districts to allow representatives of patriotic organizations to speak to students, distribute certain materials, and provide opportunities for certain displays relating to the patriotic organizations; requiring certain school districts to provide a date and time for such patriotic organizations to speak with students, distribute materials, and provide certain displays; authorizing patriotic organizations to be provided certain access to school buildings and properties under certain circumstances, etc. Effective Date: July 1, 2024

HB 1329 Veterans

Sponsor(s): Redondo/Alvarez/Anderson/Arrington/Bankson/Bartleman/Basabe/Bell/Berfield/ Botana/Buchanan/Caruso/Cassel/Chamberlin/Chaney/Cross/Daniels/Driskell/Dunkley/ Eskamani/Garcia/Gonzalez Pittman/Harris/Holcomb/Leek/LopezJ/Melo/Michael/Mooney/ Nixon/Porras/RobinsonW/Roth/Salzman/Skidmore/Smith/Truenow/Tuck/Valdes/Williams/ Woodson/Yeager; Approved by Governor; June 21, 2024; Chapter No. 2024-251; Statue Citations: 265.8021, 288.0001, 295.21, 295.22, 379.353, 379.3581, 379.401, 381.78, 1003.42

Bill to be Discussed During the Office of EDR's Measures Affecting Revenue Conference, June 27, 2024, 10:00 am, 117 K (No Votes Will Be Taken)

Revises provisions related to veterans including veterans' history program, Florida Is for Veterans, Inc., Veterans Employment and Training Services Program, grants, workforce training and recruitment, exemption from fees, advisory council on brain and spinal cord injuries, and required instruction on Veterans' Day and Memorial Day. Includes a priority for grant funds to be used to provide a certificate, license, or non-degree training from the Master Credentials List; or any federally created certificate or license or any skills-based industry certifications or licenses deemed relevant or necessary by the Florida is For Veterans corporation.

The corporation may collaborate with other state agencies and entities related to recruiting veteran talent. This would include collaborating with the Department of Education related to CAPE industry certifications and through information related to earning postsecondary credit and public postsecondary education institutions for college-level training and education acquired in the military. Appropriation: \$91,207.00 Effective Date: July 1, 2024

HB 1331 Commodities Produced by Forced Labor

Sponsor(s): Yeager/Botana/LopezJ; Approved by Governor; May 16, 2024; Chapter No. 2024-185; Statue Citations: 287.1346

Prohibits companies on forced labor vendor list from bidding or replying to a contract to provide commodities to any agency or from being awarded a contract or transacting business with an agency. There needs to be language in contracts that are entered into or renewed on or after July 1, 2024, which includes a provision that allows for termination of such contract at the option of the agency if the company is placed on the forced labor vendor list.

At the time of bid, proposal, or contract reply and before the vendor enters into or renews a contract with any agency for provision of commodities, the vendor's senior management must certify in writing that the commodities being provided to the agency are not produced by forced labor.

The bill provides provisions of how to handle situations when it is discovered that commodities are provided to an agency produced by forced labor. Effective Date: July 1, 2024

HB 1361 Education

Sponsor(s): Temple/Barnaby/Botana/Canady/Daniels/Massullo/Mooney/Trabulsy/Tuck; Approved by Governor; May 13, 2024; Chapter No. 2024-162; Statue Citations: 1002.321, 1002.411, 1003.01, 1003.485, 1003.499, 1004.561, 1004.646, 1008.25, 1008.366

Providing for the award of grants to school districts to implement artificial intelligence in support of students in grades 6 through 12 to accelerate learning and reduce teacher workload. It also provides requirements for the artificial intelligence platforms that will be chosen to be used by the students.

This bill also establishes the University of Florida Lastinger Center for Learning which will 1) develop and administer programs to improve student achievement outcomes; 2) provide professional learning for educators of instruction in early learning, literacy, and mathematics; 3) provide technical assistance and support to school districts in approving student achievement; 4) conduct and publish research on teaching and learning in early learning, literacy, and mathematics as well as professional learning for educators; and 5) administer the New Worlds Tutoring Program for help with achievement in reading and mathematics. \$2mil in recurring grant funds are appropriated for the Lastinger Center. Effective Date: July 1, 2024

HB 1403 School Choice

Sponsor(s): Tomkow/Bell/Botana/Daniels/Leek/Mooney/Plasencia/Roth/Trabulsy/Yeager; Approved by Governor; May 13, 2024; Chapter No. 2024-163; Statue Citations: 212.1832, 213.053, 1002.394, 1002.395, 1002.40, 1002.421, 1002.45, 1003.4156, 1003.4282, 1003.485, 1004.6495

This bill affects K-12 schools. Revises contributions and provisions for Florida Tax Credit Scholarship Program; revises provisions for Family Empowerment Scholarship Program, Hope Scholarship Program, virtual instruction program providers, private school requirements, and students in personalized education programs. Effective Date: July 1, 2024

HB 1473 School Safety

Sponsor(s): Trabulsy/Hunschovsky/Botana/Canady/Daley/Dunkley/Garcia/Holcomb/Joseph/LopezJ/Massullo/Tuck/Valdes/Woodson; Approved by Governor; May 7, 2024; Chapter No. 2024-155; Statue Citations: 30.15, 330.41, 943.082, 985.04, 1001.212, 1006.07, 1006.12

This bill affects K-12 schools. It revises provisions and establishes reporting requirements for school guardian programs and school guardians, revises school safety requirements for DOE, school districts, charter schools, and school safety specialists. It provides violations for flying drones over schools.

However, this bill also addresses a requirement regarding a child who is in a dual enrollment program and is taken into custody by law enforcement for an offense that would be a felony if committed by an adult. If this is the case the superintendent of schools must notify the chief of police or the public safety director of the post-secondary institution where the student is dual enrolled within one business day of learning of the child being held in custody. Effective Date: July 1, 2024

For a PHSC Charter School, this bill language will need to be reviewed further.

HB 1509 Pub. Rec./School Guardians

Sponsor(s): Trabulsy/LopezJ/Mooney; Approved by Governor; May 7, 2024; Chapter No. 2024-156; Statue Citations: 30.15

Provides exemption from public records requirements for information relating to school guardians held by FDLE, law enforcement agency, school district, or charter school. Effective Date: July 1, 2024

HB 1555 Cybersecurity

Sponsor(s): Giallombardo/Leek/LopezJ/Mooney/Trabulsy; Approved by Governor; April 16, 2024; Chapter No. 2024-99; Statue Citations: 1004.444

The Cyber Florida Center at USF will assist with the workforce in cybersecurity through education, research, applied science, and engagements with the private and military sectors. It will also assist with cyber security training, professional development, and education for state and local government employees, including school districts and the judicial branch. Effective Date: July 1, 2024

SB 1582 Department of Health

Sponsor(s): Rodriguez; Approved by Governor; June 19, 2024; Chapter No. 2024-246; Statue Citations: 381.0101, 381.991, 383.14, 383.145, 383.147, 383.145, 383.318, 395.1053, 456.0496, 1004.435

This bill creates the Andrew John Anderson Pediatric Rare Disease Grant Program within the department to advance research and cures for pediatric rare diseases. The Program can award grants for scientific research and clinical research for new diagnostics and treatments and cures for these diseases.

This bill also provides that any health care practitioner present at a birth or responsible for primary care during the neonatal period has the primary responsibility of administering certain screenings and the timeframe when the screenings are to be performed following birth. It revises hearing loss screening requirements to include infants and toddlers. It further sets forth environmental risk screening requirements for all pregnant women and infants.

It also sets forth requirements that the department grant certain applicants 90 days to cure deficiencies with their medical marijuana treatment center license applications pursuant to a specified errors and omissions process, etc.

Effective Date: Except as otherwise expressly provided in this act and except for this section, which shall take effect upon this act becoming a law, this act shall take effect July 1, 2024

This is just an FYI for the Allied Health area as to changes in screenings and programs related to the health field.

HB 1645 Energy Resources

The bill amends several sections of Florida law and creates new statutory provisions relating to energy resources. In summary, the bill:

Revises energy guidelines for public businesses, deleting requirements relating to the Florida Climate-Friendly Preferred Products List, Green Lodging Program, and state vehicle fuel efficiency. Effective Date: July 1, 2024

SB 1688 Career-themed Courses

Sponsor(s): Osgood/Yarborough/Hutson/Simon/Book/Garcia/Davis; Approved by Governor; April 29, 2024; Chapter No. 2024-119; Statue Citations: 1003.491, 1003.492, 1003.4935

This requires that the strategic 3-year plan developed by the local school district, local workforce boards, economic development agencies, and state-approved post-secondary institutes now include strategies to inform and promote the career and technical education opportunities available in the district to students, parents, the community, and stakeholders. Effective Date: July 1, 2024

HB 5001 General Appropriations Act

Sponsor(s): Appropriations Committee/Leek/Botana/Fabricio/Trabulsky; Approved by Governor with Appropriation Veto; June 12, 2024; Chapter No. 2024-231; Statue Citations: na

Provides moneys for annual period beginning July 1, 2024, and ending June 30, 2025, and supplemental appropriations for period ending June 30, 2024, to pay salaries and other expenses, capital outlay—buildings and other improvements, and for other specified purposes of various agencies of state government. Appropriation: \$117,463,274,374.00

Effective Date: Except as otherwise provided herein, this act shall take effect July 1, 2024, or upon becoming law, whichever occurs later; however, if this act becomes law after July 1, 2024, then it shall operate retroactively to July 1, 2024.

Parts of the line items were vetoed by the Governor.

HB 5003 **Implementing the 2024-2025 General Appropriations Act**

Sponsor(s): Appropriations Committee/Leek/Fabricio/Mooney; Approved by Governor; June 13, 2024; Chapter No. ; Statue Citations: 11.52, 24.105, 27.40, 27.5304, 110.116, 112.061, 215.18, 215.32, 216.013, 216.023, 216.181, 216.262, 216.292, 250.245, 259.105, 282.201, 282.709, 284.51, 288.0655, 288.80125, 288.8013, 320.08053, 321.04, 339.08, 339.135, 376.3071, 380.5105, 381.986, 394.9082, 403.0673, 409.912, 409.95, 627.351, 934.50, 1004.6495

Bill to be Discussed During the Office of EDR's Measures Affecting Revenue Conference, June 17, 2024, 10:00 am, 117 K (No Votes Will Be Taken)

Implements specified appropriations of the General Appropriations Act for 2023-2024 fiscal year. Effective Date: July 1, 2024, except as otherwise provided.

Parts of the line items in the appropriations bill were vetoed by the Governor.

HB 5101 **Education**

Sponsor(s): Pre K-12 Appropriations Subcommittee/Tomkow/Trabulsy; Approved by Governor; June 13, 2024; Chapter No. 2024-230; Statue Citations: 110.123, 1002.31, 1002.32, 1002.33, 1002.391, 1002.394, 1002.395, 1002.68, 1002.71, 1002.82, 1002.84, 1002.89, 1002.895, 1002.90, 1002.92, 1003.4206, 1006.042, 1006.07, 1006.27, 1008.25, 1009.896, 1009.90, 1011.62, 1011.765, 1012.56, 1013.62

This provides that Florida State College employees are now included in the definition of enrollee in the State group insurance plan. It provides that FCS employees open enrollment shall begin as soon as practicable, but coverage must begin during the 2025 plan year no later than July 31, 2025. The minimum participation for FCS is at least 3 years.

Charter schools to modify the methodology to calculate state funds and capital outlay funds for charter schools sponsored by a Florida College System institution. It provides that funding for students enrolled in charter schools sponsored by state universities or Florida College System institutions is provided in the Florida Education Finance Program and General Appropriations Act. And the FCS sponsoring a charter school must be the fiscal agent for the funds, and all rules of the institution governing the budgeting and expenditures of state funds shall apply to these funds unless otherwise provided by law or rule of the State Board of Education. Effective Date: July 1, 2024, except as otherwise provided.

SB 7002 **Deregulation of Public Schools**

Sponsor(s): Education Pre-K-12/Hutson/Osgood/Calatayud; Approved by Governor; May 13, 2024; Chapter No. ; Statue Citation: 200.065, 252.38, 316.173, 1001.372, 1001.49, 1001.64, 1001.65, 1002.20, 1002.55, 1003.53, 1003.621, 1004.85, 1004.88, 1006.025, 1006.09, 1010.02, 1010.11, 1011.03, 1011.6202, 1011.68, 1011.72, 1012.05, 1012.07, 1012.22, 1012.2315, 1012.555, 1012.56, 1012.57, 1012.575, 1012.59, 1012.72, 1012.86, 1012.98, 1013.15, 1013.16, 1013.20, 1013.21, 1013.31, 1013.35, 1013.385, 1013.45, 1013.48, 1013.64

The bill enables increased efficiency and higher productivity for district school boards by providing flexibility from redundant requirements related to operations, reporting, personnel, facilities, and finances. School District Operations:

The bill authorizes the district school board to delegate to the superintendent the authority to establish a process for the review and approval of district-wide policies and procedures to improve efficiency.

The bill provides flexibility to district school boards in satisfying their statutory duties to provide public notices related to meetings, levying millage, and the adoption of budgets by authorizing the publication of such notices on their websites. The bill maintains the requirement for public notice to be provided at least two days prior to the notice meeting.

The bill authorizes a district school board to adopt a policy that allows a parent to agree to a method of notification regarding a student's placement in a dropout prevention program or a suspension that is an alternative to U.S. or certified mail.

The bill clarifies district school board authority in setting policies regarding the transfer of electronic records.

School District Reports:

The bill repeals several obsolete reporting requirements including the school district guidance report, school district report of the reduction of relocatable use, economic security report, school district educational plant survey, and the Florida College System employment equity accountability report.

The bill also reduces financial reporting requirements by specifying that only school districts identified in State Board of Education (SBE) rule as having a financial concern would be subject to monthly reporting, and all others may be subject to less frequent reporting.

School District Personnel:

The bill supports school district efforts to recruit and retain personnel. The bill:

- Requires the SBE to develop strategies to address critical teacher shortages areas;
- Requires the SBE to waive initial subject area examination and certification fees for specified exceptional student education teachers and requires the Commissioner of Education to make recommendations for the retention of exceptional student education teachers;
- Authorizes district school boards to develop and adopt their own policies relating to mentors and support for first-time teachers;
- Authorizes a newly hired Voluntary Prekindergarten Education Program instructor to complete required emergent literacy training within 45 days of employment.
- Authorizes a district school board to use advanced degrees for salary adjustments when setting salary schedules for instructional personnel or school administrators if the advanced degree is in the individual's area of certification;
- Authorizes certified educators to request that their certification be placed in inactive status;
- Authorizes the use of a passing score on the SAT, ACT, or Classical Learning Test to satisfy the mastery of general knowledge requirement for professional educator certification;
- Provides flexibility in the assignment of teachers by clarifying that regulations related the percentage of experienced teachers assigned in low-performing schools or

schools with a high percentage of low-income families is based on a teacher having no less than 3 years of experience; and

- Authorizes the civil penalties collected pursuant to enforcement by a school bus infraction detection system to be used to provide financial awards to recruit or retain school bus drivers in the school district in which the civil penalties are assessed and collected, and removes a requirement that the signage on the buses be posted with high-visibility reflective signage.

The bill provides additional clarity for district school boards and teachers' unions regarding district school board duties that may not be precluded by collective bargaining, including but not limited to, the provision of incentives to effective and highly effective teachers, incentives to teachers assigned to low-performing schools, implementation of student intervention and support strategies, and the implementation of school safety plans and requirements. The bill also requires the president of a bargaining unit to appear with a district superintendent if called by the SBE to explain an impasse.

The bill expands the role of the Florida Institute for Charter School Innovation (Institute) by authorizing the Institute to develop a professional learning system and design an alternative teacher preparation program to enable certified teachers at charter schools to add coverages and endorsements to their certificates.

The bill also clarifies that a teacher candidate enrolled in a postsecondary educator preparation institute must meet basic screening and teacher eligibility requirements prior to participating in field experiences.

School District Facilities and Finances:

The bill provides flexibility for district school boards in planning related to school facilities. The bill:

- Clarifies the authority of a district school board to adopt exceptions to the State Requirements for Educational Facilities.
- Adds discretion for local emergency management plans to determine requirements related to staffing emergency shelter facilities instead of requiring the district school board to staff the facilities.
- Broadens the scope of properties a district school board can lease or lease-purchase to include educational plants, ancillary plants, and auxiliary facilities instead of only educational facilities.
- Extends the exemption from cost per student station limitations for new construction projects until July 1, 2028.
- Increases from \$280,000 to \$600,000 the limit on day-labor contracts that a district school board may employ for the construction, renovation, remodeling, or maintenance of existing facilities.
- Removes the requirement to monitor and report the impact of change orders on the district school board educational facilities plan.
- The bill also increases from \$175 to \$200 per unweighted full-time equivalent student the amount from a district's capital outlay millage levy that the district may expend on specified vehicles and the payment of the cost of insurance premiums for educational and ancillary plants.

The bill provides for school districts an exception to the prohibition on using funds to purchase transportation equipment and supplies at prices which exceed those determined by the Department of Education (DOE) to be the lowest which can be obtained. The bill specifies that a school district that is unable to purchase transportation equipment and supplies at the lowest determined price may request from the DOE assistance with purchasing at such prices and may exceed such prices if the DOE is unable to assist the school district with its purchase. Effective Date: July 1, 2024

This is mainly for information only as it is basically relating to K-12 schools, however, some colleges may need to update policies and procedures to reflect increased day labor construction project contract limits.

SB 7004 Education

Sponsor(s): Education Pre-K-12/Osgood/Simon; Approved by Governor; May 13, 2024; Chapter No. 2024-160; Statue Citations: 1000.05, 1001.02, 1001.06, 1002.31, 1002.3105, 1002.311, 1002.321, 1002.33, 1002.34, 1002.45, 1002.455, 1002.61, 1002.82, 1002.85, 1003.435, 1003.4935, 1003.4995, 1003.4996, 1003.49965, 1003.51, 1003.621, 1004.925, 1006.28, 1006.283, 1006.33, 1007.33, 1008.22, 1008.25, 1008.31, 1008.33, 1008.332, 1008.34, 1008.45, 1008.37, 1008.45, 1013.841

Deletes a requirement that the State Board of Education establishes the cost of tuition and fees for Florida State College System developmental education and credit instruction that may be counted toward an associate in arts degree, associate in applied science degree, and associate in science degree. This deletes the requirement of the State Board of Education to identify performance metrics for the FCS and the requirement to develop a plan specifying goals and objectives for each FCS institution.

This deletes the section in 1007.33 that allowed the St. Petersburg State College to establish one or more Bachelor of Applied Science degree programs based on analysis of workforce needs in Pinellas, Pasco, and Hernando Counties.

It provides requirements for students in the Voluntary Prekindergarten Education Program who exhibit a substantial deficiency in early literacy skills and early mathematics skills, etc. Effective Date: July 1, 2024

HB 7007 OGSR/Campus Emergency Response

Sponsor(s): Ethics, Elections and Open Government Subcommittee/Griffitts; Approved by Governor; March 22, 2024; Chapter No. 2024-41; Statue Citations: 1004.0962

The bill saves from repeal the public records exemption making exempt from public inspection and copying requirements any portion of a campus emergency response held by a public postsecondary institution, a state or local law enforcement agency, a county or municipal emergency management agency, the Executive Office of the Governor, the Department of Education, the Board of Governors of the State University System, or the Division of Emergency Management. Likewise, the bill saves from repeal the exemption to public meetings requirements for that portion of a public meeting which would reveal information related to the campus emergency response.

The bill also removes a superfluous provision of the exemption that authorizes such entities to disclose the exempt information in specified circumstances, as these entities are not

prohibited under public records and meeting requirements from disclosing the information.
Effective Date: October 1, 2024

SB 7014 Ethics

Sponsor(s): Ethics and Elections; Approved by Governor; June 21, 2024; Chapter No. 2024-253; Statue Citations: 112.3122, 112.3144, 112.3145, 112.317, 112.321, 112.324, 112.326

Increasing the maximum fine for violations of specified lobbying provisions; authorizing attorneys who file full and public disclosures of their financial interests to indicate that a client meets disclosure criteria without providing further information relating to such client; prohibiting a member of the Commission on Ethics from serving more than two full terms, instead of two full terms in succession; providing that a complainant is liable for costs plus reasonable attorney fees for filing a complaint with malicious intent against a candidate for public office; requiring that allegations in written complaints submitted to the commission be based upon personal knowledge or information other than hearsay, etc. Effective Date: June 21, 2024, except as otherwise provided.

SB 7016 Health Care

Sponsor(s): Health Policy; Approved by the Governor; March 22, 2024; Chapter No. 2024-15; Statue Citations: 381.4018, 381.4019, 381.402, 381.4021, 381.9855, 383.2163, 383.302, 383.3081, 383.309, 383.313, 383.3131, 383.315, 383.316, 383.318, 394.455, 394.457, 394.4598, 394.4615, 394.4625, 394.463, 394.4655, 394.467, 394.4781, 394.4785, 394.875, 395.1055, 395.602, 408.051, 409.909, 409.91256, 409.967, 409.973, 456.073, 456.076, 456.4501, 456.4502, 456.4504, 458.311, 458.3124, 485.3129, 458.314, 458.3145, 458.315, 458.317, 459.0075, 459.0076, 459.074, 464.0121, 464.0123, 464.019, 468.1135, 468.1185, 468.1295, 468.1335, 486.023, 486.025, 486.028, 486.031, 486.0715, 486.081, 486.102, 486.1065, 486.107, 486.112, 486.125, 766.1115, 468.28, 1002.32, 1009.65, 1009.8962

This bill establishes application process for qualified health facilities to apply for funds to offset administrative costs and loss of revenue associated with establishing, maintaining, or expanding clinical training programs. The facility is to enter into an agreement with the Agency for Health Care Administration. The qualified facility must agree to provide appropriate supervision or precepting for one of several disciplines including nursing or dental hygiene students, behavioral health students. It establishes other requirements of the facility as well.

Revises s. 1009.8962, F.S., Linking Industry to Nursing Education (LINE) Fund, to:

Add an independent school, college, or university with an accredited program as defined in s. 464.003, F.S., which is in this state and licensed by the Commission for Independent Education.

Increase the first-time passage rate on the National Council of State Boards of Nursing Licensing Examination from at least 70 percent for the prior year to 75 percent, based on a minimum of ten testing participants. (Amend rule 6A-10.0352)

Appropriates \$5 million in General Revenue recurring funds to the Department of Education for the purpose of implementing the LINE Fund.

This allows for dental hygienists who volunteer 25 hours per year providing dental services in a free clinic that is located in a dental health professional shortage area or medically

underserved area, and the volunteer hours can be verified, may be eligible for a part of the student loan repayment program.

There is a Florida Reimbursement Assistance for Medical Education program and Advanced Practice registered nurses, and licensed practical nurses and registered nurses may be eligible if they serve in underserved locations where there are shortages of such personnel. The funds from the Program will offset loans and educational expenses leading to the nursing degree.

This bill also establishes the Dr. and Mrs. Alfonse and Kathleen Cinotti Health Care Screening and Services Grant Program for no-cost health screenings. It also establishes requirements to be an Advanced Birth Center.

This bill also establishes language related to interstate licensure of physicians and physical therapists to practice in multiple states. Appropriation: \$717,105,294.00 Effective Date: March 21, 2024, except as otherwise provided.

SB 7018 Health Care Innovation

Sponsor(s): Health Policy/Harrell; Approved by Governor; March 22, 2024; Chapter No. 2024-16; Statue Citations: 381.4015

Creating the Health Care Innovation Council within the Department of Health to harness the innovation and creativity of entrepreneurs and businesses, together with the state's health care system and stakeholders, to lead the discussion and highlight advances and innovations that will address challenges in the health care system. The council will tap into the best knowledge and experience available by regularly bringing together subject matter experts in a public forum to explore and discuss innovations in technology, workforce, and service delivery models that can be exhibited to improve the quality and delivery of health care.

This bill sets forth the required members of the Council and the first organization meeting shall take place by September 1, 2024, thereafter, meet at least quarterly.

Some of the goals of the Council are to address efficiency of the health care system, reduce strain on the state's health care work force, improve patient outcomes, expand public access to health care services, or reduce costs for patients.

Regarding the workforce, this bill sets forth concepts that include:

Cultivate interest and growth in the workforce

Improve the use of the workforce whether through techniques, training, or devices to increase effectiveness or efficiency.

Education pathways that connect students with employers.

Use of technology to reduce the burden of the workforce during decision making processes such as triage.

Appropriation: Indeterminate, but then Recurring of \$1mil. Effective Date: March 21, 2024

SB 7032 Education

*Sponsor(s): Education Postsecondary; Approved by Governor; May 13, 2024;
Chapter No. 2024-161, Statue Citations: 445.009, 1003.21, 1003.435, 1004.933, 1009.711,
1009.895, 1011.80, 1011.804, 1011.8041*

Establishes the Graduation Alternative to Traditional Education (GATE) Program within the Department of Education for students who have withdrawn from high school prior to graduation. The definition of “institution” includes Florida College System institutions. This requires an institution to waive 100 percent of the registration, tuition, laboratory, and examination fees for students participating in the GATE program. This fee waiver includes instructional materials. The bill sets forth various requirements for the student to be eligible to participate in the GATE program and the institution cannot impose any further requirements for the waiver of fees to be implemented.

The career education program within the GATE program means applied technology program (course of study that is part of a technical degree program, is less than 60 credit hours, and leads to employment in a specific occupation) or a career certificate program (course of study that leads to at least one occupational completion point).

Adds requirement that each institution must report to the Department of Education all students enrolled in the Gate Program during the fall, spring, or summer terms within 30 days after the end of the regular registration. It sets forth specific requirements for the report and how an institute will be reimbursed from appropriations. Effective Date: July 1, 2024