

OREGON COAST COMMUNITY COLLEGE
BOARD OF EDUCATION MEETING
Wednesday, September 17, 2025
Central County Campus
400 SE College Way, Newport, OR 97366
Zoom Meeting ID: 947 0334 7240
<https://oregoncoast.zoom.us/j/94703347240>

A. Call to Order

B. Introduction

a. Board roll call

Chair Debbie Kilduff called the meeting to order at 6:00pm. In attendance: Chair Debbie Kilduff, Vice Chair Paul Schuytema, Patrick Alexander, Chris Chandler, Rich Emery, Marion Mann, and Bud Shoemake.

b. President's Welcome

President Marshall Mease Roache welcomed everyone to the meeting and acknowledged the presence of OCCC staff, Board members, and guests. Attendees were reminded that pursuant to SB 1109, the meeting will be recorded and posted on the College website within 7 days of the meeting.

e. Approval of Budget and Business Meeting Minutes from July 16, 2025

Mann moved to approve the July 16, 2025 Business Meeting minutes. Alexander seconded. All voted in favor. **Motion Carried.**

f. Finalize agenda

No Changes to the agenda.

C. Communications

a. Written

No written communications received.

b. Public comment on agenda & non-agenda items (as received)

No public comment received on agenda items.

c. Closing Public Comment

Public comment was closed.

d. President's Response to Public Comment (if needed)

No response was given.

D. College Reports

a. OCATT & Renovations Project Update

Chris and Nancy Giggy, GO-Bond Project Managers from Integrity Management Solutions, provided an update on the OCATT Renovation project.

Topics covered:

- OCATT design is 60% complete.
- The Phase 1 work, not to exceed \$1,400,000, will involve site preparation, logging, and excavation, with a local contractor awarded the bid.
- Plans for managing the disposal of trees and logs were discussed, including potential reuse by local schools and the Watershed Council.
- A priority HVAC package not to exceed \$3,200,000 was reviewed, addressing failing equipment and control systems at all campuses, with plans to integrate new controls without full system shutdowns.

[OCATT Renovations Project Update](#)

c. President's Report

President Roache summarized his attendance at events, professional development activities, collaborations, and community involvement on behalf of the College since July 16, 2025. The report also includes contributions from each Vice President's area.

Topics Covered:

- The College celebrated the groundbreaking of the OCATT facility on September 11th.
- OCCC reported a significant increase in full-time equivalent (FTE) students, reaching 33% growth compared to the previously reported 15% increase.
- The College wants to acquire two simulators through a Perkins Innovation and Modernization Grant.
- Community education is offering 101 sessions this fall with over 360 participants enrolled.

[Link to September 2025 President's Report.](#)

d. Cybersecurity: Malware Protection & Vulnerability Scanning and Assessment

Spencer Smith (Director of IT), discussed recent phishing attempts targeting the college, including a sophisticated email campaign that impersonated Roache to target accounts payable. Smith explained the security measures in place, including Barracuda for email filtering and Dark Trace for internal network monitoring, which have successfully blocked 229 threats in the past month.

[Link to full Cybersecurity Report](#)

E. Information and Discussion Items

a. Mission Statement Discussion

The Board discussed a proposed revision to the College's mission statement as part of the accreditation process. The Executive Team's recommended version simplifies the current four-line statement into one sentence. The Board did not make a final decision but discussed potentially adopting the revised mission statement as an action item at the following month's meeting.

[Mission Statement Attachment](#)

b. Board Policy 2210 – Board of Education Officers and Staff

The board discussed Board Policy 2210 regarding the election of officers. The Board agreed to have staff prepare a memo on the Attorney General's Public Meetings Manual and Robert's Rules of Order regarding officer elections. Roache committed to preparing updated language for the policy by the next board meeting.

[Board Policy 2210](#)

D. Board Reports

a. Other Board Reports

Paul Schuytema shared an update from OCCA indicating that the required board training will be offered at the upcoming annual conference.

G. Action Items

a. Approve an exception to competitive procurement under CCRP (CCR.310) and ORS 279B.075 for the purchase of one TenStar mobile simulator with motion base and the listed machine licenses, in the amount of \$137,051, funded from the remaining federal Perkins Innovation & Modernization grant.

Schuytema motioned to approve an exception to competitive procurement under CCRP (CCR.310) and ORS 279B.075 for the purchase of one TenStar mobile simulator with motion base and the listed machine licenses, in the amount of \$137,051, funded from the remaining federal Perkins Innovation & Modernization grant. Chandler seconded. A vote was called. All voted in favor. **Motion carried.**

b. Approve an amendment to the Lease Crutcher Lewis contract in the amount not to exceed \$1,400,000 for the Phase 1: OCATT Site Clearing and Earthwork Package.

Alexander motioned to approve an amendment to the Lease Crutcher Lewis contract in the amount not to exceed \$1,400,000 for the Phase 1: OCATT Site Clearing and Earthwork Package. Mann seconded. A vote was called. All voted in favor. **Motion carried.**

c. Approve an amendment to the Lease Crutcher Lewis contract in the amount not to exceed \$3,200,000 for the Priority HVAC work at all campuses.

Alexander motioned to approve an amendment to the Lease Crutcher Lewis contract in the amount not to exceed \$3,200,000 for the Priority HVAC work at all campuses. Schuytema seconded. A vote was called. All voted in favor. **Motion Carried.**

H. Announcement of future meetings:

The next scheduled meeting of the OCCC Board of Education will be held:

- October 15, 2025, in person at Central County Campus, 400 SE College Way, Newport, OR 97366 & via Zoom.

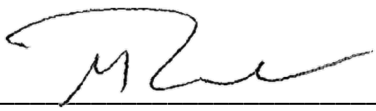
H. Adjournment

Kilduff adjourned the meeting at 7:19 pm.

OCCC Board meetings are held in accordance with open meeting laws and with accessibility requirements. If a person with a disability needs assistance to participate in a meeting, please notify the President's Office at (541) 867-8532 at least 48 hours in advance. A sign-up sheet for those who wish to offer comments or testimony on any item will be available at the entrance.

Minutes submitted by: Executive Assistant, Lori Templeman

Approved by:



Dr. Marshall Mease Roache
Clerk of the Board