



*Administrative Services Council Minutes*

*DATE: January 21, 2026*

*Founder's Room/Zoom*

**Chair: Dwayne Fehrenbacher, Co-Chair: Christina Wright**

**Roll Call:**

<input checked="" type="checkbox"/>	Chris Clark	<input type="checkbox"/>	Ginger Harner	<input type="checkbox"/>	Dwayne Fehrenbacher
<input checked="" type="checkbox"/>	Rebecca Wilson	<input type="checkbox"/>	Lisa Meyer	<input type="checkbox"/>	Lindsay Johnson
<input checked="" type="checkbox"/>	Christina Wright	<input checked="" type="checkbox"/>	Jesse Smith-Fulia	<input checked="" type="checkbox"/>	Dr. Micah Spicer
<input checked="" type="checkbox"/>	Ender Schmidt			<input checked="" type="checkbox"/>	Guest: Tina Dudley

- I. Call to Order @ 10:02 AM**
- II. Approval of November 17, 2025 Minutes** - Motion by Christina and Seconded by Ginger
- III. Additions to the Agenda** - Operating standards submitted for review by this council: Respectful Workplace, Performance Review, Performance Improvement Plan, and Corrective Action.
- IV. Team Updates**
  - A. Business & Finance - no quorum, did not meet.
  - B. Facilities Team - Meeting this afternoon @ 1 pm. The concession stand is coming along, installing tv's now. Kevin is working on signage. Probably won't open this weekend, but perhaps next weekend.
  - C. Administrative Services Leadership Team- January 16 enter budgets
- V. Policy Review**
- VI. Operating Standard Review**
  - A. **A7400.60 Immigration Enforcement Activity and Law Enforcement Access** - Chris motioned to approve; Dwane seconded; All approved-except Ginger abstained from voting.
  - B. **A4100.10 Respectful Workplace** - Ginger discussed the downsides of having to report dress code changes, and other changes that arise, to HR, and how that might overwhelm HR, or make employees feel compelled to make constant reports.

- C. **A4100.65 Performance Review** - Ginger mentioned it's difficult to comment on each and every item. Tina talked to Rhiannon about making those items not required in the future.
- D. **A4100.65 PIP** - Rebecca explained what the HR council discussed yesterday on this topic. It was discussed that a PIP used for correctional purposes should not be called the same thing as one used for training and development purposes. Ginger echoed that it's another example of over-regulation that could lead to "grievance culture" that could affect hiring and retention.
- E. **A4100.70 Corrective Action** - Unclear in some areas, such as PIP range 30-90 days or 60 days. Unclear about documentation of verbal warnings. Addressed need for a grievance procedure for employees feeling corrective action is not warranted.

**VII. Strategic Plan Update**

**VIII. Adjournment** - Motion by Ginger; Second by Christina