

**NORTH CAROLINA CENTRAL UNIVERSITY  
BOARD OF TRUSTEES  
SPECIAL CALL MEETING OF THE  
EXECUTIVE/PERSONNEL COMMITTEE**

**MARCH 31, 2021**

The NCCU Board of Trustees held a Special Call meeting of the Executive/Personnel Committee on Wednesday, March 31, 2021, via telephone conference call. Chairman Holloway called the meeting to order at 11:00 a.m. This meeting was conducted pursuant to the provisions of the Open Meetings Act that apply during states of emergency and that allow for public bodies to meet via electronic means. The law requires, however, that all votes are to be taken by roll call.

Chairman Holloway recognized Trustee Wilkerson to call the roll.

**ROLL CALL VOTE:**

Chairman Holloway	Present
Trustee O. Coleman	Absent
Trustee Herrera	Present
Trustee Johnson	Present
Trustee Wilkerson	Present

There were four (4) members present. A quorum was established.

Others Present: Chancellor Johnson Akinleye, Chief of Staff Al Zow, Attorney Fenita Morris-Shepard, Vice Chancellor for Administration and Finance Akua Matherson, Associate Vice Chancellor for Facilities Zack Abegunrin and Ms. Dottie Fuller

**ADOPTION OF THE AGENDA:** It was moved by Trustee Wilkerson and properly seconded by Trustee Johnson that the agenda be adopted.

Trustee O. Coleman	Absent
Trustee Herrera	Yes
Trustee Johnson	Yes

Trustee Wilkerson	Yes
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**Motion carried** with 3 votes in the affirmative.

**CHAIR'S REMARKS:** Chairman Holloway informed the Board, as Chair, it is his responsibility to remind all members of the Board of their duty under the State Government Ethics Act to avoid conflicts of interest and appearances of conflict of interest as required by this Act. Chairman Hamilton instructed the Board members as follows: Each has received the agenda and related information for this Special Call Board of Trustees Executive/Personnel Committee meeting. If any board member knows of any conflict of interest or appearance of conflict with respect to any matter coming before the Board of Trustees at this meeting, the conflict or appearance of conflict should be identified at this time. There were none.

Chairman Holloway recognized Chancellor Akinleye and Vice Chancellor for Administration and Finance Matherson to present information as it relates to repairs to the Chancellor's Residence.

A recent inspection of Strawbridge House (Chancellor's Residence) has uncovered the following significant deficiencies that need immediate redress as they pose a health and safety risk:

- Mold Growth
- Outdated Electrical Panel
- Inefficient Air Handling Unit (HVAC)

Background:

On March 8<sup>th</sup> and 19<sup>th</sup>, 2021, Quality Environmental, LLC, conducted an indoor air quality exploration at 18 Appleton Place, Durham, 27705. The subsequent report noted visible mold growth on building components, on the entire exterior soffits of the house, and crawl space joists, as well as mold and musty odor in the bedrooms' side of the residence. Also, standing water was found in the crawl space and the humidity/moisture barrier was deteriorated and crumbled.

Additionally, during the State Construction Office's FCAP inspection, performed on March 3, 2021 the inspector noted serious irregularities and deficiencies related to electrical and HVAC equipment (i.e. obsolete electrical panels, improper power & lighting wiring, lighting, and HVAC wiring, etc.).

## Solution:

- NCCU filed an ‘Emergency Declaration’ with the UNC System office so that work can start immediately.
- Per the industrial hygienist survey report recommendation (Quality Environmental, LLC) – the occupants will be relocated temporarily while until the work is completed.

## Key Data Points - Cost

- Estimated cost is \$200k:
  - Mold Remediation \$60k
  - Electrical/HVAC \$115k
  - Engineering/Contingency \$25k
- Funding:
  - General (state) funds will be used
  - Strawbridge House is a University owned, state property
- Timeline:
  - 134 days or 4.5 months
- Relocation:
  - In conjunction with the Office of State Property, a short term rental (6 months) is being secured to relocate the building occupants.
- Authority –
  - An emergency declaration does not require board approval, however; given the particular building, it is important to inform the Board prior to moving forward.

The NCCU Board of Trustees were also provided background materials which included the Emergency Declaration Notice, Emergency Declaration Request to the UNC System, the Maintenance Plan Summary and the Industrial Hygiene Report.

There being no further business, it was moved and properly seconded to adjourn.

Trustee O. Coleman	Absent
Trustee Herrera	Yes
Trustee Johnson	Yes
Trustee Wilkerson	Yes

**Motion carried** with 3 votes in the affirmative.

Respectfully submitted:

Kevin M. Holloway, Chairman