

**BOARD OF TRUSTEES  
MAY 11, 2023**

- ITEM 1                    RESOLUTION NO. 2023.30 - Approving Monthly Sponsor Services for Suffolk County Community College**
  
- ITEM 2                    RESOLUTION NO. 2023.31 - Accepting a Federal Grant for the 2023 – 2024 Federal Work Study Program (FWSP)**
  
- ITEM 3                    RESOLUTION NO. 2023.32 - Approving the Allocation of the 2023 – 2024 Federal Work Study Program (FWSP)**
  
- ITEM 4                    RESOLUTION NO. 2023.33 - Accepting a Federal Supplemental Educational Opportunity Grant (FSEOG) for 2023 - 2024**
  
- ITEM 5                    RESOLUTION NO. 2023.34 - Approving the Allocation of the 2023 – 2024 Federal Supplemental Educational Opportunity Grant Program (FSEOG)**
  
- ITEM 6                    RESOLUTION NO. 2023.35 - Appointing A Member to the Ethics Board for the College Board of Trustees**
  
- ITEM 7                    RESOLUTION NO. 2023.36 - Amending the College Budget for An Increase from the State University of New York (SUNY) Workforce Development Training Grant Program for the Project Entitled “Communicating with the Native Spanish-Speaking Patient (CHSLI)”**
  
- ITEM 8                    RESOLUTION NO. 2023.37 - Authorizing the Adoption of a New Part-Time Title**

**ITEM 1**

**RESOLUTION NO. 2023.30 - Approving Monthly Sponsor Services for Suffolk County Community College**

**WHEREAS**, the State University of New York Regulation No. 602.7 requires the Suffolk County Community College Board of Trustees to review and approve all Sponsor provided services and their estimated value in advance of the service being rendered, and

**WHEREAS**, the regulation also requires the approval of the payment of each Sponsor Service satisfactorily performed, and

**WHEREAS**, health insurance is considered a Sponsor Service, be it therefore

**RESOLVED**, that the health insurance payment to the County of Suffolk in the amount of \$3,328,227.63 for the month of February 2023; \$2,498,261.43 for the month of March 2023; and \$3,176,583.39 for the month of April 2023 (*Attachment I*) is hereby approved by the Board of Trustees.

\*\*\*\*\*

# INVOICE

## Suffolk County Employee Medical Health Plan

County of Suffolk  
 William J. Lindsay Complex  
 725 Veterans Memorial Highway, Bldg. 158  
 Hauppauge, NY 11788

**DATE:** April 7, 2023  
**INVOICE No.:** 23-002  
**FOR:** EMHP of Suffolk County  
 SCCC Insurance Premium Due  
 SCCC Employee Contributions Due  
 Fund 818

**Bill To:**  
 Jamie Hahn  
 Suffolk County Community College - Business & Financial Affairs  
 FML Rm. 232, College Road  
 2 North Tamiami Trail, Suite 602  
 Selden, NY 11784

Health Insurance Coverage	Premium	# Employees	Total
EMHP Individual Coverage	\$978.67	580	\$567,628.60
EMHP Family Coverage	\$2,305.74	1111 1139	\$2,561,677.14
Emblem/HIP HMO Individual Coverage	\$1,553.45	1	\$1,553.45
Emblem/Hip Family Coverage	\$3,805.95	1	\$3,805.95
<b>February 2023 Premium Due:</b>		1,693.00	\$3,134,665.14
<b>EMPLOYEE HEALTH INSURANCE CONTRIBUTIONS*</b>			
2022, Payroll 25, Time Period 11/28/22 - 12/11/22			\$72,363.94
2022, Payroll 26, Time Period 12/12/22 - 12/25/22			\$69,456.16
2023, Payroll 1, Time Period 12/26/22 - 1/8/23			\$75,244.31
<b>Employee Insurance Contributions Due:</b>			\$144,700.47
<b>Total Due:</b>			<b>\$3,279,365.61</b>

Payments are to be remitted to Suffolk County via wire transfer within thirty (30) days of this invoice.

If you have any questions concerning this invoice, please call Brooke Deere @ 631-853-4777 or e-mail brooke.deere@suffolkcountyny.gov.

\*\$ 64,560.72  
 \*\*5,872.02  
 \*\*\*(\$19,722.58)  
 \*\*\*\*(\$1,848.14)  
 \$3,328,227.63

### THANK YOU

- \* Adjusting the family accounts up by 28
- \*\* Adding in surviving spouses that they completely left out
- \*\*\* Taking out wages for deceased employees on family accounts never removed from our system (Dec. and January)
- \*\*\*\* Taking out wages for deceased employees on individual accounts never removed from our system (Dec and January)

**Suffolk County Employee Medical Health Plan**

**INVOICE**

County of Suffolk  
 William J. Lindsay Complex  
 725 Veterans Memorial Highway, Bldg. 158  
 Hauppauge, NY 11788

**DATE:** April 7, 2023  
**INVOICE No.:** 23-003  
**FOR:** EMHP of Suffolk County  
 SCCC Insurance Premium Due  
 SCCC Employee Contributions Due  
 Fund 818

**Bill To:**  
 Jamie Hahn  
 Suffolk County Community College - Business & Financial Affairs  
 FML Rm. 232, College Road  
 2 North Tamiami Trail, Suite 602  
 Selden, NY 11784

Health Insurance Coverage	Premium	# Employees	Total
EMHP Individual Coverage	\$978.67	581 566	\$568,607.27
EMHP Family Coverage	\$2,305.74	1111 1126	\$2,561,677.14
Emblem/HIP HMO Individual Coverage	\$1,553.45	1	\$1,553.45
Emblem/Hip Family Coverage	\$3,805.95	1	\$3,805.95
<b>March 2023 Premium Due:</b>		1,694	\$3,135,643.81
<b>Total Due:</b>			<b>\$3,135,643.81</b>

Payments are to be remitted to Suffolk County via wire transfer within thirty (30) days of this invoice.

If you have any questions concerning this invoice, please call Brooke Deere @ 631-853-4777 or e-mail brooke.deere@suffolkcountyny.gov.

\*(14,680.05)  
 \*\*\$34,586.10  
 \*\*\*5,872.02  
 \*\*\*\*(\$343,098.45)  
 \*\*\*\*\*(\$320,062.00)  
 \$2,498,261.43

**THANK YOU**

\*Adjusting individual accounts down by 15  
 \*\* Adjusting the family accounts up by 15  
 \*\*\* Adding in surviving spouses that they completely left out  
 \*\*\*\*Adjusting for March Medicare Reimbursement  
 \*\*\*\*\* Adjusting for about 40 retired members of SCCC that have been deceased between January 2022-March 2023 (spreadsheet attached)

**Suffolk County Employee Medical Health Plan**

**INVOICE**

County of Suffolk  
 William J. Lindsay Complex  
 725 Veterans Memorial Highway, Bldg. 158  
 Hauppauge, NY 11788

**DATE:** April 17, 2023  
**INVOICE No.:** 23-004  
**FOR:** EMHP of Suffolk County  
 SCCC Insurance Premium Due  
 Fund 818

**Bill To:**  
 Jamie Hahn  
 Suffolk County Community College - Business & Financial Affairs  
 FML Rm. 232, College Road  
 2 North Tamiami Trail, Suite 602  
 Selden, NY 11784

Health Insurance Coverage	Premium	# Employees	Total
EMHP Individual Coverage	\$978.67	580 565	\$567,628.60
EMHP Family Coverage	\$2,305.74	1113 1133	\$2,566,288.62
Emblem/HIP HMO Individual Coverage	\$1,553.45	1	\$1,553.45
Emblem/Hip Family Coverage	\$3,805.95	1	\$3,805.95
<b>April 2023 Premium Due:</b>		1,695	\$3,139,276.62
<b>Total Due:</b>			<b>\$3,139,276.62</b>

Payments are to be remitted to Suffolk County via wire transfer within thirty (30) days of this invoice.

\* (14,680.05)  
 \*\* 46,114.80  
 \*\*\*5,872.02

If you have any questions concerning this invoice, please call Brooke Deere @ 631-853-4777 or e-mail brooke.deere@suffolkcountyny.gov.

\$3,176,583.39

**THANK YOU**

Adjusting Individual accounts down by 15  
 \*\* Adjusting the family accounts up by 20  
 \*\*\* Adding in surviving spouses that they completely left out

**ITEM 2**

**RESOLUTION NO. 2023.31 - Accepting a Federal Grant for the 2023 – 2024 Federal Work Study Program (FWSP)**

**WHEREAS**, Suffolk County Community College has applied to participate in the Federal Work Study Program (FWSP) authorized under Part C of Title IV of the Higher Education Act of 1965 as amended by the Education Amendments, and

**WHEREAS**, the application has been approved in the amount of \$416,564 and

**WHEREAS**, the federal regulations allow the sum of \$75,000 or 10 percent of the allocation, whichever is less, to be set aside for the Job Locator & Development Program, and

**WHEREAS**, this federal grant must be matched by a 25 percent contribution, and

**WHEREAS**, amendments to the law became effective in October 1986 allowing five percent administrative expense allowance based on total student expenditures for FWSP, be it therefore

**RESOLVED**, that the Board of Trustees hereby accepts the total federal allotment of 2023-2024 Federal Work Study Program in the amount of \$416,564 and be it further

**RESOLVED**, that \$41,656 be set aside for Job Locator Program, with the College matching contribution of 20 percent to be provided by in-kind contributions, and be it further

**RESOLVED**, that the Federal Work Study Program's five percent administrative allowance be charged against FWSP and deposited in the appropriate account, and be it further

**RESOLVED**, that the On-Campus Work Study Program shall continue to be matched by a 25 percent contribution by the College and that the Off-Campus Work Study Program be matched by a 25 percent contribution from the respective participating off-campus agencies, except for the Community Service Employment, and be it further

**RESOLVED**, that the off-campus agencies shall contribute their respective shares of Employer's FICA and Workmen's Compensation except for the Community Service Employment.

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**ITEM 3**

**RESOLUTION NO. 2023.32 - Approving the Allocation of the 2023 – 2024 Federal Work Study Program (FWSP)**

**WHEREAS**, Suffolk County Community College is composed of three campuses, and

**WHEREAS**, the Financial Aid Office on each campus offers financial assistance via the Federal Work Study Program, be it therefore

**RESOLVED**, that the following distribution of the 2023-2024 Federal Work Study funds by campus is hereby approved.

Original FWSP Federal Allocation	\$416,564
Less: Transfer to Job Locator Program	<u>-41,656</u>
Remaining CWSP Federal Allocation	\$374,908
Plus: 25% of Institutional Share of Student Wages	<u>+ 93,727</u>
Total FWSP Funds Available	\$468,635
Less: 5% Admin Expense Allowance of Campus Wages	<u>- 20,828</u>
Total Student Wages Available	\$447,807

Campus Wage Distribution of Federal College Work Study Allocation

Ammerman Campus	(44%)	\$197,035
Grant Campus	(42%)	\$188,079
Eastern Campus	(14%)	<u>\$ 62,693</u>
Total Campus Wage Distributions		\$447,807

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**ITEM 4**

**RESOLUTION NO. 2023.33 - Accepting a Federal Supplemental Educational Opportunity Grant (FSEOG) for 2023 - 2024**

**WHEREAS**, Suffolk County Community College has applied to participate in the Federal Supplemental Educational Opportunity Grant Program as authorized under Subpart 2, Part A of Title IV of the Higher Education Act of 1965, and as amended by the Education Amendments,

**WHEREAS**, the application has been approved in the amount of \$771,758, and

**WHEREAS**, amendments to the law became effective in October 1986 allowing a five percent administrative expense allowance based on total expenditures for FSEOG, be it therefore

**RESOLVED**, that the 2023-2024 Federal Supplemental Educational Opportunity Grant in the amount of \$771,758 be accepted, and be it further

**RESOLVED**, that the Federal Supplemental Educational Opportunity Grant allotment be deposited in the appropriate accounts, after reducing that allotment with five percent of FSEOG expenditures as administrative expense being charged to the FSEOG account.

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**ITEM 5**

**RESOLUTION NO. 2023.34 - Approving the Allocation of the 2023 – 2024 Federal Supplemental Educational Opportunity Grant Program (FSEOG)**

**WHEREAS**, Suffolk County Community College is composed of three campuses, and

**WHEREAS**, the Financial Aid Office on each campus offers financial assistance via the Federal SEOG program, be it therefore

**RESOLVED**, that the following distribution of the 23-24 Federal SEOG funds by campus is hereby approved.

Federal Supplemental Educational Opportunity Grants (FSEOG)

Federal SEOG Allocation	\$771,758
Less 5% Administrative Expense for Grants	\$-38,588
Remaining SEOG Allocation for Student Grant Disbursement	\$733,170

Campus Distribution of SEOG Grants

Ammerman Campus	(44%)	\$322,595
Grant Campus	(42%)	\$307,931
Eastern Campus	(14%)	\$102,644
Total of College Grants		\$733,170

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**ITEM 6**

**RESOLUTION NO. 2023.35 - Appointing A Member to the Ethics Board for the College Board of Trustees**

**WHEREAS**, pursuant to the *Board of Trustees Code of Professional Ethics*, the three members of the Ethics Board, each appointed by the Board of Trustees, are to serve for fixed, staggered terms of five (5) years, and

**WHEREAS**, by Resolution 2020.13, the Board of Trustees appointed Anthony LaPinta, Esq., to serve as a member of the Ethics Board for a term that expired on March 15, 2023, and

**WHEREAS**, the Governance Committee recommends reappointing Mr. LaPinta to the Ethics Board for an additional five (5)-year term, and Mr. LaPinta is willing and able to continue serving on the Ethics Board, be it therefore

**RESOLVED**, that Anthony LaPinta, Esq. is hereby reappointed to serve as a member of the Board of Ethics for the Suffolk County Community College Board of Trustees for a five-year term, from March 16, 2023 until March 15, 2028.

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**ITEM 7**

**RESOLUTION NO. 2023.36 - Amending the College Budget for An Increase from the State University of New York (SUNY) Workforce Development Training Grant Program for the Project Entitled “Communicating with the Native Spanish-Speaking Patient (CHSLI)”**

**WHEREAS**, the 2022-2023 College operating budget provided \$480 including indirect costs, from the State University of New York (SUNY) Workforce Development Training Grant Program, for a project entitled “Communicating with the Native Spanish-Speaking Patient (CHSLI),” for the period of April 21, 2023 through August 1, 2023, and

**WHEREAS**, the award includes an additional amount of \$2,689, including indirect costs, bringing the total amount of the grant award to \$3,169 and

**WHEREAS**, the additional employer cash share in the amount of \$221 will increase the total employer cash share of the project cost to \$269 and

**WHEREAS**, it is necessary to amend the 2022-2023 College operating budget for the said increase in the grant award, be it therefore

**RESOLVED**, that the 2022-2023 College operating budget be amended to reflect an increase in the amount of \$2,689, including indirect costs of \$848 from the State University of New York (SUNY) Workforce Development Training Grant for the project entitled “Communicating with the Native Spanish-Speaking Patient (CHSLI)”, and be it further

**RESOLVED**, that the College President, or his designee, is authorized and empowered to execute a contract and any other required documentation, upon such terms as shall be approved by the College General Counsel.

Project Director: Arlene Jackson, Assistant Dean, Continuing Education

Note: No full-time personnel

Matching funds from employer partner, Catholic Health Services of Long Island (CHSLI)

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**ITEM 8**

**RESOLUTION NO. 2023.37 - Authorizing the Adoption of a New Part-Time Title**

**WHEREAS**, the College wishes to establish a part time Attorney position in an effort to provide support to the Office of Legal Affairs with drafting, review and administration of College contracts and policies, be it therefore

**RESOLVED**, that the College hereby creates a new employee title, "Attorney - Part Time", effective May 11, 2023, and be it further

**RESOLVED**, that the hourly wage rate for the employee title of Attorney – Part Time - is set at \$85.00 per hour.

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