



TIDEWATER COMMUNITY COLLEGE  
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## Tidewater Community College - Classified Association Meeting Minutes

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**Date:** 8/3/2023

**Time:** 11:00 a.m.

**Place:** Zoom

**Attendance:** Debbie Willis (P), Ellen Langston (P), Gia Lawrence (P), Larissa Reed (VB), Paula Wood (VB), Ruth DeCarmo (P)

**Absent:** Adrian Baker (P), Barbara Vinson-Ratliff (Ex-Officio), Emily Simmons (VB), Jackie Fernandez (PD Fund Admin), Jennifer Wilkinson (N/D), Roosevelt Gray (VB), Stacey Newton (N/D)

Voting membership is currently 13, quorum equals 8.

**Special Guest:**

**Call to order:** The meeting was called to order by Gia Lawrence, with 6 voting members present.

**Minutes:** Minutes from last meeting were approved 7/20/23.

**Classified Professional Development Fund update: Jackie Fernandez**  
(Jackie was unable to attend so update was presented by Debbie Willis.)

Requested: \$10,608.77

Percent: 11.9%

Remaining: \$78,891.23 (based on last year budget amount. I still don't have the official budget for FY24. Should come this month)

**Discussion:**

\*Gia reached out to Dr. Conston and Dr. McKay (Burnout session) with invitations to attend Professional Development Mini Session but had no response.

\*We are planning a virtual Professional Development Mini Session on 11/3/23.

- Will invite Beth Lunde for HR update.
- Session will run 10:00 am – 12:00 pm.

\*Debbie will send out calendar invitations to all members for the next scheduled meeting.

## **Campus Reports**

**Chesapeake:**  
**Staff Changes:**

**Events:**

**Staff Changes:**  
**Events:**

**Portsmouth:**

**Staff Changes:**  
**Events:**

**Virginia Beach:**  
**Staff Changes:**  
**Events:**

**Next Meeting:** Thursday, September 7, 2023

Submitted by  
Debbie Willis, Secretary

Approved: September 13, 2023