



## **SPECIAL MEETING OF THE BOARD OF TRUSTEES**

Jackson College

Central Campus, Health Laboratory Center, Room 200  
02.02.26

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The Special Meeting of the Board of Trustees of Jackson College was held on Monday, February 2, 2026, at 2:00PM Eastern Standard Time (EST), at the Central Campus of Jackson College, Health Laboratory Center, Room 200.

*Board Members Present:* Trustee Matt Heins, Trustee Philip Hoffman, Interim Chairwoman Donna Lake, Trustee Danielle Mackey, Trustee Christopher Simpson, and Trustee Teshna Thomas

*Board Member Absence:* None

*Others Present Include:* Dr. Daniel Phelan, Keith Everett Book

Interim Chairwoman Lake called the meeting to order at 2:00PM EST.

### **DECLARATION OF CONFLICT OF INTEREST**

Trustee Thomas disclosed that Trustee Nominee Rachel Witgen works for HFJH just as Trustee Thomas does, though there is no reporting line between them. This was not deemed to be a conflict of interest.

### **COMMUNICATIONS**

#### *PUBLIC COMMENTS:*

There was no public comment.

#### *BOARD COMMENTS & CEO COMMENTS:*

There were no Board comments or CEO comments.

### **ITEMS FOR DECISION**

#### *TRUSTEE NOMINATION CONSIDERATIONS – SELECTION OF TOP 3 FOR ONSITE INTERVIEWS:*

Four (4) Trustee nomination applications and CVs were considered by the Board during this Special Board meeting as outlined in Item 20 in the [BOARD BY-LAWS](#). By means of voting, the Board selected the top three (3) for on-site interviews, to be conducted on 02.07.26, 2:00-5:00pm.

**MOTION BY TRUSTEE HEINS TO INVITE DAVID HAMMONTREE, GEORGE PAGE, AND RACHEL WITGEN FOR ON-SITE INTERVIEWS. TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES HEINS, HOFFMAN, LAKE, MACKEY, SIMPSON, AND THOMAS VOTING AYE. MOTION PASSED UNANIMOUSLY.**

**SELF-EVALUATION OF GOVERNANCE PROCESS & BOARD PERFORMANCE AT THIS MEETING**

*Principles of Policy Governance:*

Members discussed that the Policy Governance principles of monitoring institutional performance, executive limitations, and governance process were followed during this meeting.

**MEETING CONTENT REVIEW**

No comments.

**ADJOURN**

**MOTION BY TRUSTEE HOFFMAN "To adjourn."**

**TRUSTEES VOTED BY ROLL CALL VOTE: TRUSTEES HEINS, HOFFMAN, LAKE, MACKEY, SIMPSON, AND THOMAS VOTING AYE. MOTION PASSED UNANIMOUSLY.**

Meeting Adjourned at 2:26PM EST.

The foregoing minutes for the special meeting of the Board of Trustees held on Monday, February 2, 2026 were approved at the regular meeting of the Board of Trustees on Monday, February 16, 2026.



Chairwoman