



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

Jackson College

Central Campus, Health Laboratory Center, Room 200  
02.07.26

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The Special Meeting of the Board of Trustees of Jackson College was held on Saturday, February 7, 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**

None.

### **COMMUNICATIONS**

#### *PUBLIC COMMENTS:*

There was no public comment.

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

CEO Phelan described the EV Collision Simulation held in the JC Medical Simulation Center on 02.06.26 that was well attended and received. It was a proud moment for the College and our partners. Trustee Thomas and Interim Chairwoman Lake attended and shared their appreciation of the event.

### **ITEMS FOR DECISION**

#### *INTERVIEWS FOR TRUSTEE UNEXPIRED TERM:*

Questions asked of all 3 candidates included the following:

1. Could you please share with us some key experiences from your previous roles that you believe have prepared you for a position on the Jackson College Board of Trustees? (This question was asked by Trustee Mackey.)
2. Please describe your experience in serving on boards, commissions, or appointed or elected positions. What did you learn from those experiences

- and how would you contribute to your service on this Board? (This question was asked by Trustee Simpson.)
3. What are your interests in serving on the Jackson College Board of Trustees, and why now? (This question was asked by Interim Chairwoman Lake.)
  4. Board work can be demanding in that it requires a significant amount of time for meetings, studying issues and monitoring reports, and other activities. How much time do you anticipate you can devote to the Board and how will you balance your governance responsibilities with the interests of various stakeholders? (This question was asked Interim Chairwoman Lake.)
  5. Can you describe your community involvement and experience that would contribute to the work of the Board and Jackson College? (This question was asked by Trustee Thomas.)
  6. How do you envision your role on our board supporting the mission and advancing our organization's goals? (This question was asked by Trustee Heins.)
  7. What does Board effectiveness and service success look like to you, and how would you measure it? (This question was asked by Trustee Hoffman.)
  8. How do you approach building relationships in a board setting, and how do you see yourself fitting in with our current members? (This question was asked by Trustee Simpson.)

Additional questions asked of Candidate George Page included:

- Trustee Mackey: Can you name a time when you have disagreed with a Board member and how you handled it?
- Trustee Hoffman: Are you familiar with Policy Governance?
- Trustee Hoffman: Would you run for a 6-year term after the appointment.
- Trustee Heins: Might you run for more than one 6-year term?

Additional questions asked of Candidate David Hammontree included:

- Trustee Hoffman: Are you familiar with Policy Governance and if so, what do you think about it?
- Trustee Mackey: Can you name a time when you have disagreed with a Board member and how you handled it?
- Trustee Hoffman: Might you run for a 6-year term after the appointment?

Additional questions asked of Candidate Rachel Witgen:

- Trustee Hoffman: Might you run for a 6-year term after the appointment?
- Trustee Mackey: Can you name a time when you have disagreed with a Committee member and how you handled it?

*SELECTION OF CANDIDATE FOR TRUSTEE UNEXPIRED TERM:*

**MOTION BY TRUSTEE HEINS TO APPOINT GEORGE PAGE TO THE TRUSTEE UNEXPIRED TERM. 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.

Appreciation was offered for the Board's [Bylaws](#) guiding the process of filling Board vacancies for an unexpired term.

**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 4:03PM EST.

The foregoing minutes for the special meeting of the Board of Trustees held on Saturday, February 7, 2026 were approved at the regular meeting of the Board of Trustees on Monday, February 16, 2026.



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Chairwoman