

EL CAMINO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING OF
Monday, October 21, 2019

The Board of Trustees of the El Camino Community College District met at 4:00pm, on October 21, 2019, in the Alondra Room of the El Camino College Bookstore.

The following Trustees were present: Trustee William Beverly, Vice President; Trustee Mary Combs, Secretary; Trustee Kenneth Brown, Member and Trustee Nilo Michelin, Member. Student Member, Lindsey Lee arrived at 5:00pm for Open Session. Trustee Clifford Numark, President was absent.

Also present were Dr. Dena P. Maloney, Superintendent/President; Ms. Iris Ingram, Vice President/Administrative Services; Ms. Jane Miyashiro, Vice President/Human Resources; Mr. Ross Miyashiro, Vice President/Student Services and Dr. Jean Shankweiler, Vice President/Academic Affairs.

1. OPENING ITEMS

1.1 Call Public Session to Order at 4:01pm

1.2 Roll Call

1.3 Public Comment: Requests to Address the Board of Trustees – Closed Session Agenda Matters.
There were no comments.

2. CLOSED SESSION

2.1 Closed Session - Regular Meeting adjourned to Closed Session at 4:02pm to discuss the District's position regarding the following matters:

A) Anticipated Litigation, Government Code Section 54956.9 (c)

Significant Exposure to Litigation – 3 cases

B) Conference with Legal Counsel - Existing Litigation, Government Code Section 54956.9

1. Case #BC 702 003

2. Case #19STCP03942

C) Labor Relations, Brown Act Section 54957.6

District's Negotiator: Ms. Jane Miyashiro

Employee Organization: El Camino Federation of Teachers, Local 1388, AFT AFL~CIO

3. REPORT OUT FROM CLOSED SESSION/OPEN SESSION ORGANIZATIONAL ITEMS. The regular meeting reconvened to Open Session at 5:13pm

3.1 The Board of Trustees will report out from their Closed Session meeting and begin with the Open Session. No reportable action was taken during Closed Session.

3.2 Pledge of Allegiance to the Flag led by Chief Michael Trevis

3.3 Board Meeting Presentations and Reports Schedule – 2019-20

3.4 Approval of Minutes

It was moved by Trustee Michelin seconded by Trustee Combs that the Board of Trustees approve the minutes of the September 3, 2019 Regular Board Meeting. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

4. PRESENTATIONS

4.1 AA - 2019-2022 Enrollment Management Plan - Dr. Jean Shankweiler, Vice President of Academic Affairs, provided an information presentation on the 2019-22 Enrollment Management Plan. This plan included an evaluation of the results of the 2016-19 Enrollment Management Plan as well as the goals and strategies for the 2019-22 plan. There is an agenda item later in the Action Agenda recommending adoption of the 2019-22 Enrollment Management Plan.

5. PUBLIC HEARING

5.1 Public Hearing - Public Hearing Regarding Negotiations between the El Camino Classified Employees, Local 6142, CFT, AFT AFL~CIO and the El Camino Community College District

It was moved by Trustee Brown seconded by Trustee Combs that a public hearing be held regarding negotiations between the El Camino Classified employees, Local 6142, CFT, AFT AFL~CIO and the El Camino Community College District. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried. Public hearing opened at 5:44pm.

Ms. Kimberly Jones, Classified, Health Science & Athletics
Ms. Toni Newman, Classified, Counseling
Ms. Kim Runkle, Faculty, Humanities
Ms. Xiao Wang, Faculty, Counseling
Ms. Debbie Turano, Classified, Facilities
Mr. Ricky Gonzalez, Faculty, Counseling
Ms. Stacy Allen, Faculty, Behavioral & Social Science

It was moved by Student Member Lee seconded by Trustee Michelin that the public hearing be closed at 6:08pm. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

6. PUBLIC COMMENT

6.1 Public Comment: Requests to Address the Board of Trustees – Agenda and Non-Agenda Matters

7. CONSENT CALENDAR

It was moved by Trustee Combs seconded by Trustee Brown, that the Board of Trustees accept and approve the items presented on the Consent Calendar.

7.1 AA - Strategic Consultant for Digital and Hardcopy Marketing and Branding - Paralegal Studies Program

7.2 AA - Outreach and Marketing Coordinator for the Paralegal Studies Program
7.3 AA - West Proflex / West Publishing Corporation
7.4 AA - College Media Association/Associated Collegiate Press National College Media Convention - Fall 2019
7.5 AA - Medicat, LLC (Electronic Health Records System) Contract Renewal
7.6 AA - LA Downtown Medical Center
7.7 AA - University of Alabama Huntsville
7.8 AA- Yosemite Community College District, Child Development Training Consortium
7.9 AA- ACCENT - Study Abroad Summer 2020
7.10 AA-Forensics Team Tournament "UOP Tournament"
7.11 AA- Music Association of California Community Colleges
7.12 AA - Amendment - Total Recall
7.13 AA - Proposed Curriculum Changes Effective 2020-2021
7.14 SS - International Travel - AEO Spring 2020 SE Asia Tour
7.15 SS- Overseas F-1 Recruiting Agent Contracts
7.16 SS- Overseas F-1 Recruiting Agents' New Contract Agreement
7.17 SS - Records Reclassification and Destruction - Student Development Office
7.18 AS - Notice of Completion - JT Thorpe & Son, Inc. - Fire Academy Burn Room Repair
7.19 AS - Chancellor's Office Tax Offset Program
7.20 AS - 311 Master Report - Annual Financial 2018-2019 and Budget Report 2019-2020
7.21 AS - Purchase Order and Blanket Purchase Order
7.22 E - Contract – Plan Check Professionals, Inc. – Arts Complex Project
7.23 E - Contract Amendment– tBP Architecture – Administration Building Replacement Project
7.24 E - Contract – PlanNet Consulting – Telecommunications/Audio-Visual Campus Standards
7.25 E - Contract Amendment– JT Engineering – Student Services and Student Activities Demolition Project
7.26 E - Contract Amendment - Vinewood Company - Gymnasium Project
7.27 E - Measure E Category Budget and Balances
7.28 E - Measure E Purchase Order (PO) and Blanket Purchase Order (BPO)
7.29 HR - Job Description - Planning Analyst
7.30 HR - Revised Job Description - Skilled Trades Worker
7.31 HR - Revised Job Description - Pest Control Technician
7.32 HR - Revised Job Description - Assistant Director, Financial Aid
7.33 HR - Destruction of Records
7.34 HR – Administrator, Supervisor, and Confidential Personnel Actions
7.35 HR - Academic Personnel Actions
7.36 HR – Classified Personnel Actions
7.37 HR - Temporary Non-Classified (TNC) Service Employees Personnel Actions
7.38 CA - Amendment to PSA with the Economic Development Corporation of Los Angeles County (LAEDC)
7.39 CA - Contract / Armtec Defense Technologies
7.40 CA - Contract / The Gill Corporation
7.41 CA - Contracts / GO! Launch Marketing
7.42 CA - Contracts / Novato Healthcare Center (Rockport)
7.43 P/B - Contract Amendment Anchor Consulting, LLC - Government Affairs Services
7.44 P/B - South Bay Promise Naming Opportunities Revised
7.45 P/B - South Bay Public Safety Training Center - Rail Safety and Phase I Environmental Studies
7.46 P/B - Absence of a Board Member
7.47 P/B - Letter of Recommendation, Trustee Kenneth Brown

Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

8. ACTION ITEMS – Academic Affairs

8.1 AA - CCCCCO - 2019-20 Assessment, Remediation, and Retention for Associate Degree Nursing Programs grant.

It was moved by Trustee Combs seconded by Trustee Brown, that the Board of Trustees ratify the receipt of a grant from the California Community College Chancellor's Office for the 2019-20 Assessment, Remediation, and Retention for Associate Degree Nursing Programs. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

8.2 AA – BrandIQ

It was moved by Trustee Brown, seconded by Student Member Lee, that the Board of Trustees approve entering into an agreement with BrandIQ. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

8.3 AA - Opus Inspection Inc. - Bureau of Automotive Repair (BAR) Certified Smog Testing Equipment

It was moved by Trustee Brown seconded by Trustee Combs, that the Board of Trustees approve entering into a contract with Opus Inspection Inc. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

8.4 AA - Machinery Trade Center - Guillotine Hydraulic Shear and Warranty

It was moved by Student Member Lee, seconded by Trustee Brown, that the Board of Trustees approve entering into a contract with Machinery Trade Center. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

8.5 AA - Enrollment Management Plan 2019-2022

It was moved by Trustee Combs seconded by Trustee Brown, that the Board of Trustees approve the adoption of the 2019-2022 Enrollment Management Plan. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

9. ACTION ITEMS - Student Services – NONE

10. ACTION ITEMS - Administrative Services

10.1 AS – Resolution # 10-21-2019A for Establishment of Fund 71 for Associated Student Organization

It was moved by Student Member Lee seconded by Trustee Combs that the Board of Trustees adopt this resolution for the Los Angeles County Office of Education (LACOE) to establish Fund 71 (Associated Student Organization Fund). Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

10.2 AS - Resolution # 10-21-2019B for Establishment of Fund 75 Trust and Scholarship

It was moved by Trustee Combs seconded by Trustee Brown that the Board of Trustees adopt this resolution for the Los Angeles County Office of Education (LACOE) to establish Fund 75 (Trust and Scholarship). Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

10.3 AS – Resolution # 10-21-2019C for Establishment of Fund 51 for Bookstore

It was moved by Student Member Lee seconded by Trustee Combs that the Board of Trustees adopt this resolution for the Los Angeles County Office of Education (LACOE) to establish Fund 51 (Bookstore). Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

10.4 AS - Resolution #10-21-2019D for Establishment of Fund 79 for Auxiliary Fund

It was moved by Trustee Michelin seconded by Student Member Lee that the Board of Trustees adopt this resolution for the Los Angeles County Office of Education (LACOE) to establish Fund 79 (Auxiliary Fund). Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

10.5 AS - Resolution No. 10-21-2019E - Findings Re: California Environmental Quality Act, Categorical Exemption for Projects: Student Services Demolition, Student Activities Center Demolition, Behavioral Social Sciences and Arts

It was moved by Trustee Brown seconded by Trustee Michelin that the Board of Trustees adopt Resolution No #10-21-2019E. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

10.6 AS - Adoption of Education Protection Account Funding and Expenditures – 2019-2020

It was moved by Trustee Brown seconded by Student Member Lee that the Board of Trustees approve the adoption of the Education Protection Account Funding and Expenditures for fiscal year 2019-2020. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

10.7 AS - Notice of Completion - HPS Mechanical, Inc. - Domestic Water Line Replacement

It was moved by Student Member Lee seconded by Trustee Brown that the Board of Trustees accept as complete the following project and authorize final payment for the work. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

11. ACTION ITEMS - Measure E

11.1 E - Contract – Ellner Consulting – Central Plant Retro-Commissioning Project

It was moved by Trustee Brown seconded by Trustee Combs, that the Board of Trustees approve entering into a contract with Ellner Consulting to provide professional Commissioning services for the Central Plant Upgrade project. It is noted that the date of service is mistyped on the agenda item. The correct date of service is

November 2019 - July 2021. With that correction made, Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

11.2 E - Contract - ACCO Engineered Systems, Central Plant Re-Commissioning Pursuant to Board Resolution No. 07-15-2019A

It was moved by Trustee Michelin, seconded by Trustee Brown that the Board of Trustees approve a contract with ACCO Engineered Systems to provide service in re-commissioning the campus's Central Plant that will include the installation of a new chiller, the installation of ancillary support equipment and an Energy Management control equipment pursuant to the Board of Trustees' Resolution No. 07-15-2019A, approved during the July 2019 Board meeting, and Government Code 4217. Student Member Lee recorded a yes-advisory vote. Trustees Brown, Combs and Michelin voted yes. Trustee Beverly voted no. Motion carried.

12. ACTION ITEMS - Human Resources – NONE

13. ACTION ITEM - Community Advancement

13.1 CA - California Manufacturing Technology Consulting (CMTC) - Revenue to the District

It was moved by Student Member Lee seconded by Trustee Combs that the Board of Trustees ratify the agreement with California Manufacturing Technology Consulting. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Combs and Michelin voted yes. Motion carried.

14. ACTION ITEM – President/Board - NONE

15. FUTURE ACTION ITEMS / GENERAL

15.1 2019-20 1st Quarter Report (July-September) - Grants Development & Management Office – INFORMATION

15.2 HR - Public Hearing Regarding Negotiations between the El Camino Classified Employees, Local 6142, CFT, AFT AFL~CIO and El Camino Community College District – INFORMATION

15.3 AA - FTES Goal and Actual - INFORMATION

16. POLICIES AND PROCEDURES

16.1 AA - Board Policy 4222 - Limitation to Remedial Coursework - FIRST READING

16.2 AA - Administrative Procedure 4222 - Limitation to Remedial Coursework – INFORMATION

16.3 AA - Board Policy 4115 - Limitation to Remedial Coursework (DELETION)

16.4 HR - Administrative Procedure 7160 - Professional Development - INFORMATION

17. ORAL REPORTS

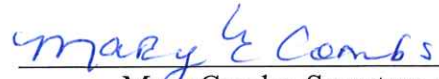
17.1 Academic Senate Report

17.3 Board of Trustees Report

17.4 President's Report

18. ADJOURNMENT

Meeting adjourned at 7:26pm.



Mary Combs, Secretary of the Board
November 18, 2019



Dena P. Maloney, Secretary to the Board
November 18, 2019