

EL CAMINO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING OF
Tuesday, January 21, 2020

The Board of Trustees of the El Camino Community College District met at 4:00pm, on January 21, 2020 in the Alondra Room of the El Camino College Bookstore.

The following Trustees were present: Trustee William Beverly, President; Trustee Kenneth A. Brown, Vice President; Trustee Nilo Michelin, Member and Trustee Cliff Numark, Member. Student Member, Lindsey Lee arrived at 5:00pm for Open Session. Trustee Mary Combs, Secretary 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 4:43pm

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 4:45pm to discuss the District's position regarding the following matters.

In the interest of time, Trustee Beverly, indicated Closed Session items A and B,1 would not be discussed at this time.

A) ~~Anticipated Litigation, Government Code Section 54956.9 (e)~~
~~Significant Exposure to Litigation—2 cases~~

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

1. ~~Case # 19STCV44922~~

2. Case # BC613095

C) Labor Relations, Brown Act Section 54957.6

District's Negotiator: Ms. Jane Miyashiro

Employee Organization: El Camino College Police Officers Association

3. REPORT OUT FROM CLOSED SESSION/OPEN SESSION ORGANIZATIONAL ITEMS. The regular meeting reconvened to Open Session at 5:28pm

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 the 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 Numark seconded by Trustee Michelin that the Board of Trustees approve the minutes from the December 16, 2019 Regular Board Meeting. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Brown, Michelin and Numark voted yes. Motion carried.

4. PRESENTATIONS

4.1 El Camino College District Financial Report for the Year Ending June 30, 2019 - Ms. Alicia Herrera, a representative from Eide Bailly, LLP provided an overview of the El Camino Community College District audit for the year ending June 30, 2019, and answered questions from the Board.

4.2 AA - Horticulture Program Follow Up and Feasibility Review - Dr. Amy Grant, Dean of Natural Science, provided an update on the actions taken since the Board approved the discontinuance of the Horticulture Program in December 2018.

4.3 AA- Athletics Overview - Mr. Russell Serr, Interim Dean of Health Science and Athletics, and Mr. Colin Preston, Director of Athletics and Kinesiology; provided an update on the El Camino College Athletic Program including new and upcoming facilities, the academic success and team/individual accomplishments of our athletic scholars and the community outreach from the program.

5. PUBLIC HEARING

6. PUBLIC COMMENT

6.1 Public Comment: Requests to Address the Board of Trustees – Agenda and Non-Agenda Matters. There was no public comment.

7. CONSENT CALENDAR

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

7.1 AA - Perkins V Training presented by Robin Harrington

7.2 AA - Prime Healthcare Centinela, LLC, d/b/a Centinela Hospital Medical Center

7.3 AA - Torrance Memorial Medical Center

7.4 AA - Charles R. Drew University of Medicine and Science

7.5 AA - Koje Enterprises LLC - Event Management

7.6 AA - The NCHERM Group, LLC (NaBITA) Assessment/Training for Behavioral Intervention Team (AIMS Team)

7.7 AA - California Community Colleges TechConnect

7.8 AA - Science, Technology, Engineering, and Mathematics (STEM) Program

7.9 AA - College Media Association Spring 2020 National College Media Convention, March 11-15, 2020

7.10 AA-Forensics Team Tournament "Sunset Cliffs Classic"

- 7.11 AA-Forensics Team Tournament "PSCFA Spring Champs"
- 7.12 AA - Instructional Service Agreement (ISA) with Inglewood Unified School District (Inglewood Community Adult School)
- 7.13 AA - Instructional Service Agreement (ISA) with Redondo Beach Unified School District (South Bay Adult School)
- 7.14 AA - Sabbatical Leaves for 2020-2021
- 7.15 AA - Board Policy 4020 - Program Curriculum and Course Development - SECOND READING AND ADOPTION
- 7.16 AA - Proposed Curriculum Changes Effective 2020-2021
- 7.17 SS - MOU Between El Camino College District and the Coalition for Humane Immigrant Rights
- 7.18 SS - PSA Dr. Mara Lee Grayson
- 7.19 SS - International Travel - Tokyo Ryugaku Journal Fair May 2020
- 7.20 SS - Plan B LLC, DBA Neon Entertainment
- 7.21 AS - Purchase Orders and Blanket Purchase Orders
- 7.22 AS - Reconciled Purchase Orders and Blanket Purchase Orders from July 1, 2019 through November 30, 2019
- 7.23 AS - Reconciled Purchase Orders and Blanket Purchase Orders for December 16, 2019 Board Meeting
- 7.24 AS - Board Policy 6340 - Bids and Contracts- SECOND READING AND ADOPTION
- 7.25 E - Measure E Purchase Order (PO) and Blanket Purchase Order (BPO)
- 7.26 E - Reconciled Measure E Purchase Orders and Blanket Purchase Orders from July 1, 2019 - November 30, 2019
- 7.27 E - Change Order 8 - ACC Contractors - Administration Building
- 7.28 E - Contract Amendment - KPFF Consulting Engineers - New Gymnasium Project
- 7.29 E - Measure E Category Budget and Balances
- 7.30 HR - Revised Job Description, Research Analyst
- 7.31 HR - Revised Job Description, Investigator
- 7.32 HR - Academic Personnel Actions
- 7.33 HR – Administrator Personnel Actions
- 7.34 HR – Classified Personnel Actions
- 7.35 HR - Temporary Non-Classified (TNC) Service Employees Personnel Actions
- 7.36 CA - Extension of Affiliation Agreement with Northrop Grumman Electronics
- 7.37 P/B - Agreement with Edward B. Martinez
- 7.38 P/B - Renewal Agreement With Executive Advisory Board
- 7.39 P/B - Adoption of the 2020-2023 El Camino College Strategic Plan

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

Trustee Brown departed the meeting due to a pre-existing scheduling conflict.

8. ACTION ITEMS – Academic Affairs – NONE

9. ACTION ITEMS - Student Services – NONE

10. ACTION ITEMS - Administrative Services

10.1 AS - Actuarial Study 2019

It was moved by Trustee Michelin seconded by Student Member Lee, that the Board of Trustees accept the Actuarial Study of Retiree Health Liabilities prepared by Total Compensation Systems, Inc. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Michelin and Numark voted yes. Motion carried.

10.2 AS - Non-Resident Tuition Fee for 2020-2021

It was moved by Student Member Lee seconded by Trustee Michelin, that the Board of Trustees adopt the non-resident tuition fee and non-resident capital outlay fee for the fiscal year 2020-2021. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Michelin and Numark voted yes. Motion carried.

10.3 AS - Financial Audit Report

It was moved by Trustee Michelin seconded by Trustee Numark, that the Board of Trustees accept the annual financial audit report prepared by Eide Bailly LLP, for the fiscal audit of year 2018-2019. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Michelin and Numark voted yes. Motion carried.

10.4 AS - Audit Report for Mandated Minimum Conditions for State Aid Program

It was moved by Trustee Michelin seconded by Trustee Numark, that the Board of Trustees accept the audit report for Mandated Minimum Conditions for State Aid Programs for the El Camino Community College District for the period 2001 - 2012. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Michelin and Numark voted yes. Motion carried.

11. ACTION ITEMS - Measure E – NONE

12. ACTION ITEMS - Human Resources – NONE

13. ACTION ITEM - Community Advancement – NONE

14. ACTION ITEM – President/Board

14.1 P/B - Stamats and Interact Contract Approvals

It was moved by Trustee Michelin, seconded by Student Member Lee that the Board of Trustees approve the contracts with Stamats & Interact to design and execute the District's three year strategic marketing plan.

It was moved by Trustee Beverly, seconded by Trustee Michelin that the Board of Trustees amend the original motion to approve item 14.1 to table the item until the February 18, 2020 Board of Trustees meeting. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Michelin and Numark voted yes. Motion carried.

14.2 P/B - Approval of Letter of Intent with the City of Torrance for the South Bay Public Safety Training Center

It was moved by Trustee Numark, seconded by Trustee Michelin that the Board of Trustees approve the Letter of Intent between the El Camino Community College District and the City of Torrance to establish the South Bay Public Safety Training Center. Student Member Lee recorded a yes-advisory vote. Trustees Beverly, Michelin and Numark voted yes. Motion carried.

15. FUTURE ACTION ITEMS / GENERAL

- 15.1 AA - FTES & Enrollment Management Report - INFORMATION
- 15.2 AA - Horticulture Feasibility Report
- 15.3 AA - Guided Pathways Essential Practices: Scale of Adoption Self-Assessment - First Reading
- 15.4 P/B - President's Office Information Item—L.A. County Voting Center at El Camino College

16. POLICIES AND PROCEDURES

- 16.1 AS - Administrative Procedure 6330 -Purchasing - INFORMATION
- 16.2 AS - Administrative Procedure 6435 - Bids and Contracts CUPCCAA - 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 7:25pm

Mary E Combs

Mary Combs, President of the Board
February 18, 2020

Dena P Maloney

Dena P. Maloney, Secretary to the Board
February 18, 2020