

# **REGULAR MEETING MINUTES\***

## **Board of Trustees Coast Community College District**

**Via Telephone**

**3:45 p.m. Closed Session, 5:00 p.m. Open Session**

**Wednesday, September 2, 2020**

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on September 2, 2020 via telephone.

### **1.00 Preliminary Matters**

#### **1.01 Call to Order**

Board President Grant called the meeting to order at 3:45 p.m.

#### **1.02 Roll Call**

Trustees Present: Trustees Grant, Hornbuckle, Moreno, Patterson and Prinsky  
Trustees Absent: Student Trustee Finkley joined the meeting at 5:05 p.m.

#### **1.03 Public Comment (Items on Closed Session Agenda)**

There were no requests to address the Board.

#### **1.04 Recess to Closed Session**

Conducted in accordance with applicable sections of California law. Closed Sessions are not open to the public.

The Board recessed to Closed Session to discuss the following:

##### **a. Public Employee Discipline/Dismissal/Release**

Pursuant to *Government Code* Section 54957(b)(1)

##### **b. Conference with Legal Counsel: Anticipated Litigation**

Significant exposure to litigation pursuant to sub-sections "d-2" and "e-2" of *Government Code* Section 54956.9. One case: Dispute with Anderson Charnesky Structural Steel

**c. Conference with Legal Counsel: Anticipated Litigation**

Potential initiation of litigation pursuant to sub-section "d-4" of *Government Code* Section 54956.9.

**d. Conference with Legal Counsel: Existing Litigation**

Pursuant to sub-section "d-1" of *Government Code* Section 54956.9

*Coast CCD et al. vs. Commission on State Mandates*, California Supreme Court  
Case No. S262663

*Stephen O'Connor vs. Coast CCD*, EEOC Charge #480-2020-00802

*Stephen O'Connor vs. Orange County Superintendent of Schools et al.*,  
Orange County Superior Court Case No. 30-2020-01144768

*Gwendolyn Conway vs. Golden West College*, Orange County Superior Court Case  
No. 30-2020-01143365

*Sandra Basabe vs. Coast CCD*, California Department of Fair Employment and  
Housing Case No. 202002-09286616

*Trent Younkin vs. Coast CCD*, Orange County Superior Court Case No. 30-2020-  
01152541

Workers' Compensation Appeals Board ("WCAB") Cases:

*Mitra Aghaei vs. Coast CCD*, WCAB Case No. 12954390

*Jamie Blair vs. Coast CCD*, WCAB Case No. 12973118

*Anthony Bryant vs. Coast CCD*, WCAB Case No. 12007849

*Thomas Flood vs. Coast CCD*, WCAB Case No. 9347588

*Ildefonso Flores vs. Coast CCD*, WCAB Case No. 11921849

*Francisco Fonseca, Sr. vs. Coast CCD*, WCAB Case No. 7699536

*Constance George vs. Coast CCD*, WCAB Case No. 9152145

*Michael Hemphill vs. Coast CCD*, WCAB Case No. 10708125

*Vincent Martinez vs. Coast CCD*, WCAB Case No. 10547972

*Elizabeth Ann Myers vs. Coast CCD*, WCAB Case No. 12704896

*Luis Ortiz vs. Coast CCD*, WCAB Case No. 8113171

*Mercedes Pacheco vs. Coast CCD*, WCAB Case No. 12281988

*Thai Pham vs. Coast CCD*, WCAB Case No. 11064970

*Scott Ringwelski vs. Coast CCD*, WCAB Case No. 12221708

*Evangelina Rosales vs. Coast CCD*, WCAB Case No. 12018020

*Lim Schramm vs. Coast CCD*, WCAB Case No. 11409468

*Cheryl Schriefer vs. Coast CCD*, WCAB Case No. 11234906

*Elizabeth Sykes vs. Coast CCD*, WCAB Case No. 8672113

**e. Public Employment**

Pursuant to *Government Code* 54957(b)(1)

1. Approval of Appointment of Full Time Faculty
2. Ratification of Appointment of Substitutes, Academic Staff
3. Ratification of Appointment of Part Time Faculty
4. Approval of Appointment of Educational Administrators
5. Approval of Appointment of Retired CalPERS Annuitants

6. Approval of Appointment of Classified Management
7. Approval of Appointment of Classified Staff  
Benefits Plan Analyst
8. Approval of Appointment of Confidential Staff
9. Approval of Reclassification and Reorganization/Reassignment, Classified Staff  
Accounting Analyst, Sr.
10. Ratification of Temporary Out of Class Assignments, Classified Management
11. Ratification of Project-Specific Assignment, Classified Management
12. Ratification of Temporary Out of Class Assignments, Classified Staff  
Budget Technician  
Maintenance Specialist II  
Student Life and Leadership Coordinator
13. Ratification of Project-Specific Assignment, Classified Staff

**f. Conference with Labor Negotiator**

Pursuant to *Government Code* Section 54957.6

**District Negotiators:**

Dr. Marco Baeza, Vice Chancellor Human Resources

Dr. John Weispfenning, Chancellor

Crystal Crane, Executive Director Human Resources (for CCCA-CTA/NEA)

**Employee Groups:**

Coast Federation of Classified Employees (CFCE),

Coast Community College Association-California Teachers Association/

National Education Association (CCCA-CTA/NEA),

Coast Federation of Educators/American Federation of Teachers (CFE/AFT),

Unrepresented Employees: Association of Confidential Employees (ACE),

Unrepresented Employees: Classified Managers and Educational  
Administrators

**1.05 Reconvene to Open Session**

The meeting was reconvened by Board President Grant at 5:05 p.m.

**1.06 Report of Action in Closed Session**

General Counsel, Dr. Jack Lipton, reported the following action from Closed Session:

For **Item 1.04 b. Conference with Legal Counsel: Anticipated Litigation**, on a motion by Trustee Patterson, seconded by Trustee Prinsky, the Board voted to approve the settlement agreement with Anderson Charnesky Structural Steel.

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson and Prinsky  
Noes: None  
Abstain: None  
Absent: None

For **Item 1.04 e. Public Employment**, on a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve and ratify the public employment items.  
(See Appendix pages 13-14)

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson and Prinsky  
Noes: None  
Abstain: None  
Absent: None

For **Item 1.04 f. Conference with Labor Negotiator**, on a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to approve Memorandum of Understanding 20-21 with Coast Federation of Classified Employees regarding Golden West College Nursing Assistant Director.

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson and Prinsky  
Noes: None  
Abstain: None  
Absent: None

For **Item 1.04 f. Conference with Labor Negotiator**, on a motion by Trustee Patterson, seconded by Trustee Prinsky, the Board voted to approve amended Memorandum of Understanding 20-5 with Coast Federation of Classified Employees regarding Measure M Support.

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson and Prinsky  
Noes: None  
Abstain: None  
Absent: None

For **Item 1.04 f. Conference with Labor Negotiator**, on a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve Memorandum of Understanding 20-15 with Coast Federation of Classified Employees regarding Retirement Incentive Program #2 2020-2021 PARS Supplementary Retirement Plan.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson and Prinsky
Noes:	None
Abstain:	None
Absent:	None

#### **1.07 Public Comment**

There were no requests to address the Board.

#### **2.00 Informational Reports, Matters for Review, Discussion and/or Action**

##### **2.01 Reports from the Presidents of Student Government Organizations**

The following representatives of Student Government Organizations provided reports to the Board:

Beth Koenig, Coastline College  
David Sierra, Golden West College  
Fazilat Abdul, Orange Coast College

##### **2.02 Resolution #20-51 Public Agency Retirement Services (PARS) Supplementary Retirement Plan**

On a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to approve the early retirement plan as proposed and to adopt Resolution #20-51 authorizing the Supplementary Retirement Plan (SRP) contingent upon whether the final enrollment in the SRP met the District's fiscal and operational objectives, and approved the Agreement for Administrative Services with PARS.

The proposal lowered the eligibility threshold for post-employment benefits to age 50 with ten years of service. To the extent an employee between the age of 50 and 55 chose to opt-in to the program, and they were enrolled in the self-insured Preferred Provider Organization (PPO) health plan, they would be required to enroll in Employee-Only coverage in one of the lower cost Health Maintenance Organization (HMO) plans. Additionally, the SRP proposed an incentive of 65% of final pay.

The SRP would generate savings for the District by increasing the number of retirements in the 2020/21 fiscal year. The SRP allowed the District to offer the Plan, conduct enrollments into the SRP, analyze the participation, and elect either to move forward or cancel the SRP depending upon the participation and whether the District's fiscal and operational objectives were met. If the SRP was canceled, then resignations would be rescinded notwithstanding Board Policy 7350. The Vice Chancellor Finance and Administrative Services served as the District's SRP Administrator. An enrollment window opened in fall established an exit date for enrollees of December 31, 2020 or January 31, 2021.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Finkley
Noes:	None
Abstain:	None
Absent:	None

**2.03 Update on Golden West College Joint-Use Development Project; Authorization to Proceed to RFP Phase**

Item Pulled

**2.04 Board Meeting Dates**

The Board reviewed upcoming meeting dates.

**2.05 Meetings and Conferences of the AACC, ACCT, CCLC and CCCT**

The Board reviewed upcoming Meetings and Conferences of the AACC, ACCT, CCLC and CCCT.

**2.06 Board Directives Log**

The Board reviewed the Board Directives Log.

**3.00 Consent Calendar (Items 4.01 - 13.01)**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Consent Calendar.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Finkley
Noes:	None
Abstain:	None
Absent:	None

**14.00 Discussion Calendar**

**15.00 Approval of Standard Agreements in Excess of \$95,200**

**15.01 DIS - Amendment No. 1 to the Standard Professional Services Agreement with Brailsford & Dunlavey, Inc**

Item Pulled

## **16.00 Approval of Non-Standard Agreements in Excess of \$95,200**

### **16.01 OCC - Non-Standard Sales Order Form with Hobsons, Inc.**

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve the Sales Order Form with Hobsons, Inc.

The Sales Order Form with Hobsons, Inc. provided Orange Coast College with Hobsons' Early Alert module to allow for more thorough, supported collaboration across faculty, counselors, and Classified staff across the campus.

**Term:** September 2, 2020 - August 31, 2024

**Fiscal Impact:** \$290,536. Four-year flat rate billing at \$72,634 per year paid from Guided Pathways Funds.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Finkley
Noes:	None
Abstain:	None
Absent:	None

## **17.00 Ratification/Approval of General Items of Business**

### **17.01 CCC - Ratification of Non-Standard End User License Agreement with Open Text, Inc.**

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to ratify the Non-Standard Agreement with Open Text Inc.

OpenText provided Optical Character Recognition (OCR) software, which was the ability to scan a document and have the software identify characters on forms. It was used for processing Incarcerated Student Admissions applications. Open Text replaced existing software which no longer functioned and was not supported by the vendor.

**Term:** August 7, 2020 - August 6, 2021

**Fiscal Impact:** \$56,641.85 paid from General Institutional Support Funds.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Finkley
Noes:	None
Abstain:	None
Absent:	None

## **17.02 CCC - Ratification of Non-Standard Commercial Services Agreement with Cox Business**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to ratify the Non-Standard Commercial Services Agreement with Cox Business for internet/phone services at Coastline's on-base advising office at Naval Air Station Norfolk, VA.

**Term:** August 12, 2020 - August 11, 2022

**Fiscal Impact:** Monthly service fee of \$85.97 plus taxes, fees, and surcharges paid from Contract Education Ancillary Funds.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Finkley
Noes:	None
Abstain:	None
Absent:	None

## **17.03 DIS - Ratification of Non-Standard Master Subscription Agreement with Omnigo Software**

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to ratify the Master Subscription Agreement with Omnigo Software.

Omnigo Software provided licensing for Public Safety Departments to access an online public safety records data system called Report Exec Direct. This data system served as the Records Management System (RMS) for all three of the District's Public Safety Departments.

**Term:** July 6, 2020 - June 5, 2021

**Fiscal Impact:** \$8,843.04 paid from General Funds

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Finkley
Noes:	None
Abstain:	None
Absent:	None

## **17.04 DIS - Ratification of Job Descriptions for Educational Administrator and Classified Management Employee Positions**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to ratify the updated job descriptions effective September 3, 2020 for the Educational Administrator and Classified Management employee positions of:



Educational Administrator

- Director, Maritime Center
- Project Director, STEM

Classified Management

- Night Facilities Operations Supervisor

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Finkley

Noes: None

Abstain: None

Absent: None

**17.05 DIS - Ratification of Appendices for Successor Collective Bargaining Agreement with Coast Federation of Educators/American Federation of Teachers Local 1911 for the term of July 1, 2020 through June 30, 2023**

On a motion by Trustee Patterson, seconded by Trustee Prinsky, the Board voted to ratify the Appendices for the Successor Collective Bargaining Agreement between the District and CFE/AFT Local 1911.

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Finkley

Noes: None

Abstain: None

Absent: None

**17.06 DIS - Ratification of Successor Collective Bargaining Agreement with Coast Federation of Classified Employees Local 4794 for the term of July 1, 2020 through June 30, 2022**

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to ratify the Successor Collective Bargaining Agreement between the District and Coast Federation of Classified Employees Local 4794 (CFCE).

Motion carried with the following vote:

Ayes: Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Finkley

Noes: None

Abstain: None

Absent: None

**18.00 Approval of Minutes**

## **18.01 DIS - Minutes**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve the Minutes of the Regular Meeting of August 19, 2020.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Finkley
Noes:	None
Abstain:	None
Absent:	None

## **19.00 Informational Reports**

### **19.01 Report from the Chancellor**

The Chancellor provided a report to the Board.

### **19.02 Reports from the College Presidents**

The following College Presidents provided reports to the Board:

Dr. Lori Adrian, Coastline College  
Dr. Angelica Suarez, Orange Coast College  
Tim McGrath, Golden West College

### **19.03 Reports from the Academic Senate Presidents**

The following Academic Senate Presidents provided reports to the Board:

Deborah Henry, Coastline College  
Pete Bouzar, Golden West College

### **19.04 Reports from the Classified Senate Presidents**

The following Classified Senate Presidents provided reports to the Board:

Patty Franco, Coastline College  
Jasmine Nguyen, Orange Coast College

### **19.05 Reports from Presidents of Employee Representative Groups**

There were no reports.

### **19.06 Reports from the Board of Trustees**

The Trustees provided individual reports.

## 20.00 Close of Meeting

### 20.01 Public Comment

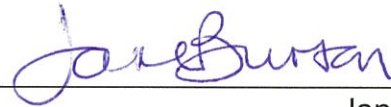
There were no requests to address the Board.

### 20.02 Adjournment

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to adjourn the meeting at 5:42 p.m. in memory of Everett W. Knell.

Motion carried with the following vote:

Ayes:	Trustees Grant, Hornbuckle, Moreno, Patterson, Prinsky and Finkley
Noes:	None
Abstain:	None
Absent:	None



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Jane Burton  
Secretary of the Board

*\*The Student Trustee of the Coast Community College District is provided with an advisory vote to the Board of Trustees, per Board Policy 2015. As such, the Student Trustee's votes recorded within these minutes are advisory only in nature and are not counted in the final outcome of each action taken by the Board. Additionally, per Board Policy 2015, the Student Trustee does not participate in Closed Session meetings of the Board, therefore, votes reported from Closed Session will not include a reference to the Student Trustee.*

## ***APPENDIX***

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Public Employment.....	13-14

## APPENDIX

### Public Report of Personnel Actions Taken by the Board of Trustees in Closed Session

#### 1. Approval of Appointment of Full Time Faculty

None

#### 2. Ratification of Appointment of Substitutes, Academic Staff

##### Part Time Faculty Substitute

It is recommended by the Vice Chancellor of Human Resources that the following individuals be appointed as substitutes, pursuant to *Education Code* Section 87482.5 and subject to Board policies governing such appointments, to be paid \$46.256/hr based on the part-time faculty daily miscellaneous teaching rate for services rendered during the 2020-21 academic year.

##### GWC

Hernandez, Benjamin

##### Discipline

Cosmetology

#### 3. Ratification of Appointment of Part Time Faculty

None

#### 4. Approval of Appointment of Educational Administrators

<u>Name</u>	<u>LOC</u>	<u>Position</u>	<u>Contract Dates</u>	<u>Vacancy#</u>
*Foster, Rodney	OCC	Interim Dean, Consumer Health & Sciences	*08/15/20-08/14/21	OM-002-21

\*Updated Contract Dates

#### 5. Approval of Appointment of Retired Cal Pers Annuitants

None

#### 6. Approval of Appointment of Classified Management

None

#### 7. Approval of Appointment of Classified Staff

In accordance with Board policies and procedures, it is recommended by the Vice Chancellor of Human Resources that the following Classified Staff are recommended for appointment to advertised positions:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Vacancy #</u>
Ortiz, Elizabeth	DIST	Benefit Plans Analyst	09/03/20	D-001-21

## 8. Approval of Appointment of Confidential Staff

None

## 9. Approval of Reclassification and Reorganization/Reassignment, Classified Staff

It is recommended by the Vice Chancellor of Human Resources that the following changes for Classified Staff be ratified:

### Reorganization

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Tuongvan, Tran	OCC	Accounting Analyst	Accounting Analyst, Senior	07/01/20

## 10. Ratification of Temporary Out of Class Assignments, Classified Management

None

## 11. Ratification of Project-Specific Assignment, Classified Management

None

## 12. Ratification of Temporary Out of Class Assignments, Classified Staff

It is recommended by the Vice Chancellor of Human Resources that the following changes for Classified Staff working temporarily Out of Class (minimum of 7.5% differential) be ratified:

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Start Dt</u>	<u>End Dt</u>
Hipp-Mirhashemi, Kasie	CCC	Student Life & Leadership Specialist	Student Life & Leadership Coordinator	05/31/20	06/30/20
Pham, Dao	GWC	Accounting Assistant, Sr.	Budget Technician	08/05/20	09/30/20

### Extension of End Dates for Out of Class Assignments

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Extend From</u>	<u>Extend To</u>
Macario, Inocente	OCC	Maintenance Specialist I	Maintenance Specialist II	08/01/20	10/31/20

## 13. Ratification of Project-Specific Assignment, Classified Staff

None