

# **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, November 18, 2020**

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on November 18, 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

#### **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-3" of *Government Code* Section 54956.9. Claim by Angela Bell

##### **c. 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. 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  
*State of California et al. vs. VMware, Inc. et al.*, Sacramento County Superior Court Case No. 34-2011-00112732  
 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  
*Sally Garcia vs. Coast CCD*, WCAB Case No. 13531050  
*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 Schrieffer vs. Coast CCD*, WCAB Case No. 11234906  
*Elizabeth Sykes vs. Coast CCD*, WCAB Case No. 8672113

#### **d. 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 Classified Management
6. Approval of Appointment of Classified Staff
  - Administrative Assistant, 75% FTE
  - Payroll Technician
7. Approval of Appointment of Confidential Staff

8. Approval of Reclassification and Reorganization/Reassignment, Classified Staff  
Emergency Response Coordinator  
Grounds and Landscape Team Lead  
IT Business Process Analyst Sr.  
IT Data Systems Analyst  
IT Virtualization Infrastructure and Systems Sr.
9. Ratification of Temporary Out of Class Assignments, Classified Management
10. Ratification of Project-Specific Assignment, Classified Management
11. Ratification of Temporary Out of Class Assignments, Classified Staff
12. Ratification of Project-Specific Assignment, Classified Staff  
Sailing Program Coordinator

**e. 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 5:00 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 Hornbuckle, seconded by Trustee Prinsky, the Board voted to deny the claim by Angela Bell, but to reject as late portions of the claim that do not include dates.

Motion carried with the following vote:

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

For **Item 1.04 c. Conference with Legal Counsel: Existing Litigation**, on a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to ratify the settlement agreement with Mercedes Pacheco.

Motion carried with the following vote:

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

For **Item 1.04 c. Conference with Legal Counsel: Existing Litigation**, on a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted to ratify the settlement agreement with Evangelina Rosales.

Motion carried with the following vote:

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

For **Item 1.04 c. Conference with Legal Counsel: Existing Litigation**, on a motion by Trustee Patterson, seconded by Trustee Prinsky, the Board voted to ratify the settlement agreement with Michael Hemphill.

Motion carried with the following vote:

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

For **Item 1.04 d. Public Employment**, on a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve and ratify the public employment items as amended. (See Appendix pages 20-22)

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. Conference with Labor Negotiator**, on a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to ratify the following Memoranda of Understanding with Coast Federation of Educators/American Federation of Teachers:

20-9 OCC Guided Pathways - Curricular Pathways Coordinator Position  
20-44 OCC Multicultural Center Coordinator  
20-45 GWC Council on Curriculum and Instruction Chair Additional Duties for Spring 2021 Term

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. Conference with Labor Negotiator**, on a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to ratify the following Memoranda of Understanding with Coast Federation of Classified Employees:

20-17 Custodial Shift Differentials March 30, 2020 - December 31, 2020  
20-18 Classified Remote Work Expense Stipend  
20-19 GWC Office Services Assistant - Continuation of Insurance Upon Retirement  
20-20 Work Experience Program and Part-time Classified Employees

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.

## **1.08 Acceptance of Retirement**

The Board expressed appreciation and congratulations to the following retiree with 10 or more years of service to the District:

Steven Isonio, Psychology Instructor, GWC, retirement effective January 31, 2021

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to accept the retirement.

Motion carried with the following vote:

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

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

### **2.01 Orange Coast College Program Highlight**

Dr. Tara Giblin, Dean of the Mathematics & Sciences Division at Orange Coast College provided a report on the STEM Academy (Title V HSI Grant) and UCI Partnership.

### **2.02 Annual Clery Report on Crime and Safety**

John Arnold, Chief of Police/Campus Security at Golden West College, provided an overview of the annual report. The Annual Security Reports were typically filed no later than October 1 of each calendar year; however, due to COVID-19 the reporting date had been extended to December 31, 2020. Once filed, the reports were available on each of the three colleges' Public Safety websites.

### **2.03 Working Learning Innovation Alliance**

Chancellor Weispfenning provided a report on the Working Learning Innovation Alliance (WLIA) Advisory Group, which included the Coast District partnering with Calbright College, The Foundation for Community Colleges, and the following community college districts: Kern, San Diego, and Foothill De-Anza.

### **2.04 External Audit Update**

Dr. Andy Dunn, Vice Chancellor of Finance and Administrative Services, provided an update on the external audit, noting that community college districts across the state continued to wait for definitive guidelines concerning the disposition of Federal Cares Act funding. Absent those guidelines, the external auditor, and external auditors serving districts across the state, had not completed their audit reports.

### **2.05 Update on the Implementation of Guided Pathways**

Dr. Andreea Serban, Vice Chancellor Educational Services, provided a report updating the implementation of Guided Pathways at the colleges.

### **2.06 Coast Colleges Diversity, Equity, and Inclusion Survey Presentation**

Dr. Marco Baeza, Vice Chancellor of Human Resources, provided a report on the Coast Colleges Diversity, Equity, and Inclusion Survey.

On a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to direct the Chancellor to provide the results of the survey when available and add an item to future Board agendas for follow-up.

Motion carried with the following vote:

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

## **2.07 Discussion and Action related to Resolution #20-51 Contingent Adoption of the PARS Supplementary Retirement Plan**

On a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted to reject the second Supplemental Retirement Program and rescind Resolution 20-51.

At the September 2, 2020 meeting of the Board of Trustees, action was taken through the adoption of Resolution #20-51 authorizing a second Supplemental Retirement Program (SRP-2). The rationale for offering a second incentive program was twofold. First, the District's continuing need to constrain spending, and second, the effort to continue compliance with the 50% law. The enrollment window closed on October 23 with 22 enrollees.

When all costs of the program including the vacation payout, the cost of the annuity, and the cost of back-filling positions, were netted against the potential savings, the five-year cumulative cost savings would be approximately \$1.6 million, with the first year resulting in a modest cost increase to the District. The initial cost would put compliance with the 50% law at risk. SRP-2 was rejected with the understanding that the Governor's budget proposal for Fiscal Year 21/22, due to be released in less than 60 days, might necessitate revisiting a potential SRP opportunity as a means of further cost containment.

Motion carried with the following vote:

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

## **2.08 DIS - Board Policies and Administrative Procedures for First Reading**

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to return the following Board Policies and Administrative Procedures to a future meeting for further review and action:

### **Chapter 4. Academic Affairs**

BP 4025 Philosophy and Criteria for Associate Degree and General Education

BP 4100 Graduation Requirements for Degrees and Certificates

BP 4235 Credit for Prior Learning  
AP 4235 Credit for Prior Learning

## **Chapter 7. Human Resources**

AP 7120C Faculty Hiring

Motion carried with the following vote:

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

### **2.09 Board Meeting Dates**

The Board reviewed upcoming meeting dates.

### **2.10 Meetings and Conferences of the AACC, ACCT, CCLC and CCCT**

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

### **2.11 Board Directives Log**

The Board reviewed the Board Directives Log.

### **3.00 Consent Calendar (Items 4.01 - 14.01)**

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

Motion carried with the following vote:

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

### **15.00 Discussion Calendar**

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

#### **16.01 DIS - Standard Professional Services Agreement with Twining Consulting; Coastline College Student Services Center**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve the standard professional services agreement with Twining Consulting.



Coastline College sought to construct a new 2-story Student Services Center building totaling 53,000 square feet adjacent to the existing College Center building in Fountain Valley. In accordance with Title 24 §4336, school construction projects required the observation, testing, and reporting of Special Inspection Verified Reports to the Division of State Architects. To ensure compliance with these Title 24 construction regulations, Coastline College solicited cost proposals from multiple testing and inspection firms and recommended the selection of Twining Consulting to provide special inspection services for the project.

**Term:** November 19, 2020 - August 31, 2022

**Fiscal Impact:** \$253,896.93 paid with General Obligation Measure M Bond Funds.

Motion carried with the following vote:

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

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

### **17.01 DIS - Non-Standard Master Services Agreement with Broadvoice**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve the Non-Standard Master Services Agreement with Broadvoice.

Coast worked with RingCentral and Cloud Professional Services to complete the Districtwide Voice Over IP (VoIP) phone migration. The final component was to convert communication lines, such as emergency phones, faxes, modems, and alarms, to digital. The migration was delayed as they were not supported by the original vendor, RingCentral. In July 2019 the Board approved Cloud Professional Services (CPS) to supply the needed hardware and installation to convert all remaining analog phone lines to digital. Broadvoice served as the phone service provider for the digital lines.

**Term:** 3-Year Agreement Upon Board Approval

**Fiscal Impact:** \$115,673.40 at \$3,213.15/mo. for 36 months paid with General Funds.

Motion carried with the following vote:

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

## **17.02 DIS - Non-Standard First Amendment to Power Purchase and Storage Services Agreement with Solar Star Coastal Pirate, LLC**

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the First Amendment to the Power Purchase and Storage Services Agreement with Solar Star Coastal Pirate, LLC and authorized the Board President or designee to sign all documents.

On December 11, 2019 the Board approved a Power Purchase and Storage Services Agreement with Solar Star Coastal Pirate, LLC., an affiliate of SunPower Corporation, for the design, installation, and operation of a 2.8MW solar photovoltaic carport system and 2MW battery storage system at Orange Coast College. Through the design process, it was determined the originally contemplated installation needed to be altered due to underground utility conflicts. The proposed solution impacted large truck access to the Recycling Center. The best solution was to redesign and slightly reduce the size of the system from 2.8MW to 2.5MW. The reduced footprint of the system allowed for the reconfiguration of parking and installation of a North-South pedestrian walkway along the western edge of the solar array.

**Term:** December 12, 2019 - December 31, 2021

**Fiscal Impact:** No cost to the District. The project was projected to save \$69,000 in utility costs in the first year and an estimated \$4.2M over the life of the project.

Motion carried with the following vote:

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

## **17.03 DIS - Change Order No. 2 with Malcolm Drilling Company, Inc.; Orange Coast College Mariner Training Center; Bid No 2135**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve Change Order No. 2 with Malcolm Drilling Company, Inc. for the Orange Coast College Professional Mariner Training Center; Bid Package 03 – Shoring & Caissons, and authorized the Board President or designee, to sign all documents.

On March 20, 2019 the Board awarded Bid No. 2135, Bid Package 03 – Shoring & Caissons, to Malcolm Drilling Company, Inc. for the construction of Orange Coast College's new Professional Mariner Training Center. After excavation and drilling began, unexpected buried concrete debris from existing piles was discovered to be in conflict with the new building structure and had to be removed. Additionally, a concrete wall and the corresponding footings were removed due to a conflict with the elevator construction at the existing Sailing facility. To complete this work, additional shoring was needed to support structural upgrades to the elevator pit.

**Term:** April 19, 2019 - May 27, 2021

**Fiscal Impact:**

Original Contract: \$1,922,250

Change Order #1: \$14,574

Change Order #2: \$35,365.15

New Contract Total: \$1,972,189.15 (0.7% Increase)

Paid with General Obligation Measure M Bond Funds.

Motion carried with the following vote:

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

Noes: None

Abstain: None

Absent: Student Trustee Finkley

**18.00 Revenue Generating Agreements/Contracts Over \$95,200**

**18.01 DIS - Funded Programs**

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve participation in the funded programs outlined below and the associated contracts or amendments.

**Coastline Community College** received a grant from Santa Clarita Community College District under the State Chancellor's Office Innovation and Effectiveness program. The purpose of the grant was support for two areas of focus: 1) X-Reality/Immersive Media/Artificial Intelligence, which provided faculty the opportunity to explore and develop shared X-reality assignments and labs, secure appropriate licenses, applications, equipment, and developers, plus implement the Ocelot chatbot for academic and student support services; and 2) Competency Based Education (CBE) focusing on professional CBE conferences, securing a CBE consultant, and faculty non-instructional assignments to attend workshops and develop CBE program pathways in Digital Graphic Application and Business Computing.

**Fiscal Impact:** Coastline Community College received \$200,000 from the date of execution for a 12-month period. No matching funds required.

**Coastline Community College** received a revised Participation Agreement for the sub-award from Rancho Santiago Community College District for the California Community Colleges Chancellor's Office Strong Workforce Program Regional Share Fiscal Year 2018-19 (Master Agreement Number DO-17-2185-03.01). The Participation Agreement revision added new COVID-19 Remote Instruction Improvement Efforts projected to improve student success in online instruction for \$35,566 in additional funding. Total funding was increased from \$845,496 to \$882,062.

**Fiscal Impact:** Coastline Community College received \$882,062 from July 1, 2018 to December 31, 2020. No matching funds required.

**Orange Coast College** received Amendment 02 from the California Department of Education, Child Development Division grant titled “Harry and Grace Steel Children’s Center General Child Care & Development Program (CCTR 9157).” The funding provided childcare services for infants and toddlers of low-income students enrolled in a minimum of six units while attending Orange Coast College, Golden West College, or Coastline Community College. Amendment 02 added an allocation of \$2,249 to the original grant award amount due to the California Department of Education’s ability to process a subsequent payment in this amount. Total funding was increased from \$383,098 to \$385,347.

**Fiscal Impact:** Orange Coast College received \$385,347 from July 1, 2019 to June 30, 2020. No matching funds required.

**Orange Coast College** received Amendment 02 from the California Department of Education, Early Learning and Care Division grant titled “Harry and Grace Steel Children’s California State Preschool Program grant (CSPP 9340).” The funding provided childcare services preschool children ages 3-5 years of low-income students enrolled in a minimum of six units while attending Orange Coast College, Golden West College, or Coastline Community College. Amendment 02 added an allocation of \$3,303 to the original grant award amount due to the California Department of Education’s ability to process a subsequent payment in this amount. Total funding was increased from \$185,765 to \$189,068.

**Fiscal Impact:** Orange Coast College received \$189,068 from July 1, 2019 to June 30, 2020. No matching funds required.

Motion carried with the following vote:

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

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

### **19.01 DIS - Approval of Amendment to Contract Faculty Employment Agreement (Hatice Aydin, OCC)**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Amendment to the Contract Faculty Employment Agreement for Hatice Aydin, with a revised salary placement from Step 1 to Step 2 on the AA Salary Schedule, Column/Range II. All other terms and conditions remained the same.

Motion carried with the following vote:

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

## 19.02 DIS - Approval of Transition Employment Agreement, Dr. Loretta Adrian, CCC

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve the Transition Employment Agreement with Dr. Loretta Adrian at a six-month salary of \$133,955 as a Special Consultant, plus a six-month doctoral stipend of \$1,500.00.

Motion carried with the following vote:

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

## 19.03 DIS - Bid Tabulations and Award of Contract for Contractor Services for Orange Coast College Rocket Sculpture; Bid No. 2153R

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to award the Standard Contractor Services Agreement for Bid No. 2153R to Elegant Construction Inc, the lowest responsive and responsible bidder, and authorized the Board President or designee to sign all documents.

Orange Coast College sought contractor services to install a structural foundation and required bracing to properly upright a prefabricated rocket sculpture that was donated to the campus. At the June 17, 2020 Board of Trustees meeting a contract was awarded for the completion of this work. Although a thorough scope review was held between the campus team and the contractor, after receiving their formal notice of award, they determined they did not have the proper expertise or experience to successfully complete the project. After the apparent second low bidder was also unable to perform the work, the campus team chose to rebid the project to secure the most competitive pricing possible.

Notices were re-published in the Daily Pilot on September 10, 2020 and September 17, 2020. Additionally, notices were sent out to 375 vendors utilizing the Planet Bids portal. Five bids were received and opened on October 9, 2020. A scope review meeting was held by the campus project team and the bid was deemed responsive.

The bid results were as follows:

<u>Bid Received From:</u>	<u>Total Bid:</u>
<b>Elegant Construction Inc. 2107 Spectrum Irvine, CA 92618</b>	<b>\$42,800</b>
ALLINONE Construction Inc.	\$50,720
R Dependable Construction Inc.	\$63,900
L M Rasmussen Construction	\$74,440

Granville Contracting & Management Inc

\$92,000

**Term:** November 19, 2020 - January 31, 2021

**Fiscal Impact:** \$42,800 which included \$5,000 in project allowance paid with OCC Foundation funds.

Motion carried with the following vote:

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

**19.04 DIS - Bid Tabulations and Award of Contract for Contractor Services for Orange Coast College Parking Lot Re-Paving; Bid No.2160**

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to award the Standard Contractor Services Agreement for Bid No. 2160 to PaveWest Inc, the lowest responsive and responsible bidder, and authorized the Board President or designee to sign all documents.

Orange Coast College sought contractor services to remove and replace existing asphalt, concrete, and signage in the Adams parking lot in coordination with the upcoming Adams Parking Lot Solar Expansion. The project was managed by SunPower in coordination with their Photovoltaic installation schedule.

Notices were published in the Daily Pilot on October 3, 2020 and October 8, 2020. Additionally, notices were sent out to 126 vendors utilizing the Planet Bids portal. A mandatory job walk was held on October 9, 2020 and nine bids were received and opened on October 20, 2020.

Bid Results were as follows:

<u>Bid Received From:</u>	<u>Total Bid:</u>
<b>PaveWest, Inc.</b>	<b>\$1,406,000.00</b>
<b>11700 166th Street</b>	
<b>Artesia, CA 90701</b>	

R.J. Noble Company	\$1,510,921.30
Bogh Engineering Inc.	\$1,598,699.00
J B Bostick Company, Inc.	\$1,628,000.00
United Paving	\$1,678,604.00
Century Paving Inc	\$1,807,796.00
Palp Inc. dba Excel Paving Company	\$1,827,867.00
Asphalt, Fabric & Engineering, Inc.	\$1,993,757.00
El Camino Asphalt Paving Corp.	\$2,463,275.00

Orange, CA

**Term:** November 19, 2020 - August 31, 2022

**Fiscal Impact:** \$1,406,000 paid with Measure M Endowment, Capital Outlay, and Ancillary Funds.

Motion carried with the following vote:

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

**19.05 DIS - Bid Tabulations and Award of Contract for Contractor Services for Golden West College Weight Room Roof Replacement Project; Bid No. 2162**

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to award the Standard Contractor Services Agreement for Bid No. 2162 to Chapman Coast Roof, Co., Inc., the lowest responsive and responsible bidder, and authorized the Board President or designee to sign all documents.

Golden West College sought contractor services to repair and replace the roof of the weight room located in the Rec-Ed Building. The contractor removed the existing roof system, installed new subsurface materials, and adhered a new campus-supplied, single-ply roof membrane. The work included a 20-year installation warranty.

Notices were published in the Daily Pilot on October 15, 2020 and October 23, 2020. Additionally, notices were sent out to 34 vendors utilizing the Planet Bids portal. Nine bids were received and opened on October 28, 2020.

The bid results were as follows:

<u>Bid Received From:</u>	<u>Total Bid:</u>
<b>Chapman Coast Roof Co., Inc. 2301 E. Orangethorpe Avenue Fullerton, CA 92831</b>	<b>\$94,074</b>
San Marino Roof Co., Inc.	\$109,607
Best Contracting Services	\$112,700
ERC Roofing	\$114,665
Commercial Roofing Systems, Inc.	\$129,965
Rite-Way Roof Corporation	\$130,138
4Seasons Roofing Inc	\$135,800
C.I. Services, Inc	\$145,100

F C and Sons Roofing, Inc.

\$185,000

**Term:** November 19, 2020 - January 31, 2020

**Fiscal Impact:** \$94,074 which included \$14,000 in project allowance paid with Golden West College Measure M Maintenance Endowment Funds.

Motion carried with the following vote:

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

#### **19.06 DIS - Authorization to File Notice of Completion and Release Retention Funds**

On a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to authorize the Chancellor or designee to file a Notice of Completion on the following projects in compliance with Public Contract Code 7107 allowing for substantial completion by the public agency, or its agent (architect) of the work of improvement. Upon acceptance by the Chancellor or Vice Chancellor of Administrative Services, a Notice of Completion would be filed with the County of Orange Clerk Recorder's Office. Thirty-five (35) days after filing of the Notice of Completion and public notification to all subcontractors, the Chancellor or designee was authorized to pay retention due, accepting all work and/or materials as satisfactorily completed by the contractor(s). In the event of a dispute between the District and a Contractor, the District would withhold from the retention an amount not to exceed 150 percent of the disputed amount.

Orange Coast College Student Union Project- Bid No. 2119R  
Contractor: Kamran and Company, Inc.

Motion carried with the following vote:

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

#### **20.00 Resolutions**

##### **20.01 Resolution #20-63 Authorization to Purchase Roofing Material for the Golden West College Weight Room Roof Replacement Project**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adopt Resolution #20-63 authorizing the utilization of a cooperative purchasing agreement to purchase roofing material for the GWC Weight Room Roof Replacement Project.



Public Contract Code Section 20652 provided authority for the governing boards of any community college district without advertising for bids, the use of other public agencies' contracts for the lease or purchase of equipment when the Board determined it to be in the best interest of the District. Adoption of this resolution allowed the utilization of a cooperative purchasing agreement to procure roofing material for GWC Weight Room roof replacement.

**Fiscal Impact:** \$98,674.69 paid with Golden West College Measure M Maintenance Endowment Funds.

Motion carried with the following vote:

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

## **20.02 Resolution #20-62 Budget Transfers, July-September FY 2020-21**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to adopt Resolution #20-62 to approve July – September 2020, budget transfers for FY 2020-21.

**Fiscal Impact:** No cost associated with the Resolution.

Motion carried with the following vote:

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

## **21.00 Policy Approval/Procedure Ratification**

### **21.01 DIS - Board Policies for Approval and Administrative Procedures for Ratification**

On a motion by Trustee Hornbuckle, seconded by Trustee Moreno, the Board voted to approve/ratify the following Board Policies and Administrative Procedures:

#### **Chapter 3. General Institution**

BP 3410 Prohibition of Unlawful Discrimination, and Harassment, and Retaliation

AP 3410 Prohibition of Unlawful Discrimination, and Harassment, and Retaliation

BP 3435 Unlawful Discrimination, Harassment, and Retaliation Complaints and Investigations

AP 3435 Unlawful Discrimination, Harassment, and Retaliation Complaints and Investigations

Motion carried with the following vote:

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

## **22.00 Approval of Minutes**

### **22.01 DIS - Minutes**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve the minutes of the following meetings:

November 4, 2020 Special Meeting  
November 4, 2020 Regular Meeting

Motion carried with the following vote:

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

## **23.00 Close of Meeting**

### **23.01 Adjournment**

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to adjourn the meeting in memory of Alex Trebek at 6:22 p.m.

Motion carried with the following vote:

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



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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## APPENDIX

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

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

In accordance with Board policies and procedures, the following academic staff are recommended by the Vice Chancellor of Human Resources for appointment for service. Employment and payment for services will follow upon notification that all required documents have been completed and filed. Salary placement may be revised upon presentation of evidence of additional education and/or experience:

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

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

##### FALL 2020

Appointment(s) for the period 08/21/20-12/12/20

##### OCC

Boody, Cynthia

##### Discipline

Hospitality, Travel, Tourism

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

##### REAPPOINTMENTS

During this reappointment cycle, effective 07/01/21, the following administrators are recommended for reappointment. These reappointments are subject to subsequent ratification of new employment agreements. The Chancellor has reviewed and concurs with all of these reappointments.

##### **Two Year Renewals**

<u>Name</u>	<u>LOC</u>	<u>Position</u>	<u>Reappointment Term</u>
Emerson, Dana	CCC	Dean	2 year
Harrell, Chermaine	CCC	Dean	2 year
Keeler, Bruce	CCC	Dean	2 year
Mueller, Kathryn	CCC	Vice President	2 year
Thompson, Dwayne	DIST	District Director Institutional Research, Planning & Institutional Effectiveness	2 year
Arnold, Jon	GWC	Chief of Police & Campus Security	2 year
Houlihan, Janet	GWC	Vice President	2 year
Martinez, Carla	GWC	Dean	2 year
Miranda, Alexis	GWC	Dean	2 year

Nguyen, Kay	GWC	Dean	2 year
Ryan Rodriguez, Christina	GWC	Dean	2 year
Timpson, Natalie	GWC	Director, EOPS	2 year
Henson, Kevin	OCC	Dean	2 year
Knuppel, Lisa	OCC	Dean	2 year
Nazarenko, Larissa	OCC	Dean	2 year
Niroumand, Madjid	OCC	Vice President	2 year
Pagel, Richard	OCC	Vice President	2 year
Selzer, Thomas	OCC	General Manager Instructional Food Services	2 year
Shrader, Daniel	OCC	Dean	2 year
Sterner, Sheri	OCC	Dean	2 year
Valentine, Lawrence	OCC	Director, Mental Health Services	2 year

### One Year Renewal

<u>Name</u>	<u>LOC</u>	<u>Position</u>	<u>Reappointment Term</u>
Head, Sara	OCC	Program Director, Adult Education Program	1 year

### 5. Approval of Appointment of Classified Management

In accordance with Board policies and procedures, the following Classified Management are recommended by the Vice Chancellor of Human Resources for appointment to advertised positions; these include promotions, new hires, and rehires:

None

### 6. 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>
Borja, Sergio	DIST	Payroll Technician	12/01/20	D-004-21
Hall, Christine	OCC	Administrative Assistant, 75%FTE	11/30/20	O-002-21
Miranda, Lysette	DIST	Payroll Technician	12/01/20	D-003-21

### 7. Approval of Appointment of Confidential Staff

In accordance with Board policies and procedures, the following Confidential Staff are recommended for appointment to advertised positions:

None

### 8. 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>
Avila Moreira, Nicolas	GWC	Grounds & Landscape Specialist, Sr.	Grounds & Landscape Team Lead	11/03/2020
Cutting, Kris	OCC	Administrative Clerk, Sr	Emergency Response Coordinator	07/01/2020
Glenn, Roger	DIST	IT Virtualization Inf System Engineer	IT Virtualization Infrastructure & Systems, Sr	11/04/2020
Mihatov, Janell	DIST	IT Business Process Analyst	IT Business Process Analyst, Sr	11/04/2020
Ostovarpour, Bobby	DIST	IT Business Process Analyst	IT Data Systems Analyst	11/04/2020

### **9. Ratification of Temporary Out of Class Assignments, Classified Management**

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

None

### **10. Ratification of Project-Specific Assignment, Classified Management**

It is recommended by the Vice Chancellor of Human Resources that the following changes for Classified Management working in a Project-Specific Assignment (7.5% differential) be ratified:

None

### **11. 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:

None

### **12. Ratification of Project-Specific Assignment, Classified Staff**

It is recommended by the Vice Chancellor of Human Resources that the following changes for Classified Staff working in a Project-Specific Assignment (7.5% differential) be ratified:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Start Dt</u>	<u>End Dt</u>
Segerblom, Mette	OCC	Sailing Program Coordinator	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	10/01/20	03/31/21