

# **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, December 9, 2020**

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on December 9, 2020 via telephone.

### **1.00 Preliminary Matters**

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

Board President Grant called the meeting to order at 3:50 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 and Threatened Litigation by Jeff Warner

**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

*Angie de la Paz vs. Coast Colleges*, Orange County Superior Court Case No. 30-  
2020-01166473

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

*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

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

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

*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
  - Associate Dean/Director of Regional Criminal Justice Training Center
  - Director, Disabled Student Programs and Services
  - Vice President of Instruction
5. Approval of Appointment of Classified Management
  - Interim Director, Risk Services
6. Approval of Appointment of Classified Staff
  - Admissions & Records Specialist, Senior
  - Division Area Office Coordinator

7. Approval of Appointment of Confidential Staff
8. Approval of Reclassification and Reorganization/Reassignment, Classified Staff  
IT Network Engineer 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  
Accounting Assistant Sr.  
Budget Technician  
Grounds and Landscape Specialist Sr./Mechanic
12. Ratification of Project-Specific Assignment, Classified Staff

**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 c. Conference with Legal Counsel: Existing Litigation**, on a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to respond to the lawsuit of Angie de la Paz after service of the summons and complaint.

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 Moreno, seconded by Trustee Hornbuckle, the Board voted to approve and ratify the public employment items. (See Appendix pages 23-25)

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 Prinsky, the Board voted to ratify the following memoranda of understanding with Coast Federation of Educators/American Federation of Teachers:

Exhibit A to 20-37, Absence Form Covid-19 Emergency Leaves  
20-32 Golden West College Title V Grant Project/Science, Technology, Engineering and Math (STEM) Director/Faculty Coordinator  
20-46 Orange Coast College Institutional Effectiveness Coordinator (3Positions)  
20-48 Cosmetology Academic Calendar 2021-2022  
20-49 Orange Coast College Faculty Flex Coordinator Position

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 Retirements**

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

Lori Donahue, Registered Nurse, GWC, retirement effective January 1, 2021  
Carole Farr, Administrative Assistant I, DIS, retirement effective February 2, 2021  
Gary Oshiro, IT Applications Analyst, DIS, retirement effective February 2, 2021

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to accept the retirements.

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 Reports from the Presidents of Student Government Organizations**

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

Beth Koenig, Coastline College  
Danielle Mar, Golden West College  
Fazilat Abdul, Orange Coast College

### **2.02 Update on Orange Coast College's The Harbour**

Dr. Madjid Niroumand, Vice President of Student Services, Orange Coast College provided an update on the student housing, The Harbour, at Orange Coast College.

### **2.03 Review of CCFS-311Q Quarterly Financial Status Report**

Dr. Andy Dunn, Vice Chancellor of Finance and Administrative Services, provided the First Quarter Financial Status Report ending September 30, 2020. The Report contained the CCFS-311Q State Chancellor's Report, and provided a General Fund Status Report and Fund Balance Report for all funds.

### **2.04 Internal Audit Quarterly Report**

Rachel Snell, Director of Internal Audit, provided a quarterly report of projects completed, projects in progress and other services.

### **2.05 Board Meeting Dates**

The Board reviewed upcoming meeting dates.

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

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

## **2.07 Board Directives Log**

Chancellor Weispfenning presented a proposed new format for the Board Log. After input from Trustees, it was agreed that a revision would be returned to the January 20, 2021 meeting for further consideration.

## **3.00 Consent Calendar (Items 4.01 - 16.01)**

On a motion by Trustee Prinsky, 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

## **17.00 Discussion Calendar**

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

### **18.01 GWC - Non-Standard Service Agreement with Goodwill Industries of Orange County, California**

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to approve the Non-Standard Service Agreement with Goodwill Industries of Orange County, California. Services contracted were for interpreting and captioning services for deaf and hard of hearing students.

**Term:** July 1, 2020 - June 30, 2021

**Fiscal Impact:** NTE \$100,000, service rates based on a two-hour minimum per interpreter and charged in quarter-hour increments thereafter: \$72 per hour, \$102 per hour based on day advanced notice, holidays, and technical level from DSPS Categorical and DHH funds.

Motion carried with the following vote:

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

**18.02 GWC - Amendment 4 to the Non-Standard Memorandum of Understanding with Pearson VUE, a business of NCS Pearson, Inc.**

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve Amendment 4 to the Non-Standard Memorandum of Understanding with Pearson VUE, a business of NCS Pearson, Inc.

Services contracted were to provide certified nurse assistant (CNA) examination services such as application processing, test site registration in southern CA, coordinate distribution and return of testing materials, and management of test site coordinators. Agreement was entered on October 26, 2017. Amendment 4 extended the term for an additional 5 years through December 31, 2025, and moved the signing authority from California Community Colleges Chancellor's Office to the Coast Community College District on behalf of the GWC Regional Testing Center.

**Term:** October 26, 2017 - December 31, 2025

**Fiscal Impact:** NTE \$300,000 per year for 5 years paid \$14 per manual exam and written exam during the first year, \$17 the following three years, and \$20 the final year from RHORC RTC Trust funds.

Motion carried with the following vote:

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

**18.03 DIS - Non-Standard Proposal Agreement with Burlington English Inc.**

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve the Non-Standard Proposal Agreement with Burlington English Inc.

The Coast Adult Education Consortium used services provided by Burlington English. This Proposal Agreement ensured continued uninterrupted access to the Burlington English platform, its various modules, and tests, which were utilized by students in noncredit English Learner Language/English as a Second Language classes at member institutions of the Coast Adult Education Consortium.

**Term:** January 1, 2021 - December 31, 2022

**Fiscal Impact:** \$257,280 paid from the Adult Education Program.

Motion carried with the following vote:

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

**18.04 DIS - Non-Standard Amendment No. 3 to the Architectural Services Agreement with HMC Architects for the Golden West College Language Arts Complex Project**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve Amendment #3 to the Standard Architectural Services Agreement with HMC Architects and authorized the Board President or designee to sign any documents.

On August 1, 2018, the Board of Trustees approved the standard architectural services agreement with HMC Architects in the amount of \$3,067,255 for the design of the new three-story, 43,000 square foot Language Arts Complex at Golden West College. The project design was based on 50-year old records of existing utilities. After completing a detailed survey of the utilities, it was discovered that the existing hydronic lines were in conflict with the location of the structural footings and that the existing sewer line under the Humanities building had deteriorated to the point of needing replacement.

Amendment #3 covered costs associated with the design and engineering services needed to relocate the hydronic piping and new sewer line to avoid conflicts with the underground structural footings.

**Term:** August 2, 2018 - January 14, 2022

**Fiscal Impact:**

Original Contract Amount: \$ 3,067,255  
Amendment No. 1: \$8,860  
Amendment No. 2: \$7,400  
Amendment No. 3: \$11,500  
New Contract Total: \$3,095,015  
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



**18.05 DIS - Change Order No. 2 for Orange Coast College Language Arts and Social Sciences Project; Bid No. 2141, Bid Package 22**

On a motion by Trustee Moreno, seconded by Trustee Hornbuckle, the Board voted to approve Change Order No. 2 for the Orange Coast College Language Arts and Social Sciences Project; Bid Package 22 - Electrical, Fire Alarm, AV & Telecom, and authorized the Board President or designee to sign any related documents.

On August 21, 2019, the Board of Trustees approved twenty-two multi-prime contracts to begin the construction of a new three-story, 107,760sf Language Arts and Social Sciences Building. The awarded contracts totaled \$57,916,880 for the complete construction of the project, with Bid Package #22 – Electrical, Fire Alarm, AV & Telecom being awarded to Anderson & Howard Electric, Inc in the amount of \$8,499,400.

Change Order No. 2 fulfilled the Journalism Department's request of adding thirteen television displays for the purpose of broadcasting eight different news media outlets simultaneously while including all professional services, electrical, cabling, computers and specialized AV equipment outside the original scope. Additionally, the change order covered costs associated with minor equipment changes required in both the small and large conference rooms to conform with Orange Coast College's audio-visual equipment standards.

**Term:** October 1, 2019 - June 1, 2021

**Fiscal Impact:**

Original Contract: \$8,499,400

Change Order No. 1: \$139,827

Change Order No. 2: \$62,857

New Contract Total: \$8,702,084 (0.72% Increase)

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

**18.06 DIS - Change Order No. 2 with Caston, Inc.; Orange Coast College Student Union Complex, Bid No. 2119, Bid Package 13**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve Change Order No. 2, Orange Coast College Student Union Complex, Bid No. 2119, Bid Package 13 - Metal Stud Framing, and authorized the Board President or designee to sign any related documents.

On August 15, 2018 the Board of Trustees awarded Bid No. 2119, Bid Package 13 – Metal Stud Framing, to Caston, Inc for the construction of Orange Coast College's new 119,000 square foot, three-story College Center building and a new 40,600 square foot two-story Student Life building. Additional backing structure was needed in a variety of locations to properly secure technology equipment. In addition, Change Order No. 2 addressed several changes identified by the OC Health Department including installation of additional waterproofing and tile surface.

**Term:** August 23, 2019 - January 5, 2021

**Fiscal Impact:**

Original Contract Amount: \$9,058,585

Change Order No. 1: \$67,138

Change Order No. 2: \$41,785

New Contract Total: \$9,167,508 (~0.45% Increase)

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

**18.07 DIS - Change Order No. 2 with Inland Building Construction Co, Inc.; Orange Coast College Student Union Complex, Bid No. 2119, Bid Package 1**

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to approve Change Order No. 2, Orange Coast College Student Union Complex, Bid No. 2119, Bid Package 1, and authorized the Board President or designee to sign any related documents.

On August 15, 2018 the Board of Trustees awarded Bid No. 2119, Bid Package 1 – General Requirements, to Inland Building Construction Co, Inc for the construction of Orange Coast College's new 119,000 square foot, three-story College Center building and a new 40,600 square foot two-story Student Life building.

The College Center and Student Union buildings both required modifications to the power and data systems. As a result of these changes, several trade packages were required to return to rework previous electrical and data systems. The work occurred after the final deep cleaning of the project had concluded and had to be completed again before the building could be handed over to the end users. Change Order No. 2 also covered ADA improvements required by both the City of Costa Mesa and DSA to improve access from the city sidewalk to the new facility.

**Term:** August 23, 2019 - January 5, 2021

**Fiscal Impact:**

Original Contract Amount: \$2,337,600

Change Order No. 1: \$154,605

Change Order No. 2: \$71,048

New Contract Total: \$2,563,253 (~2.8% Increase)

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

**18.08 DIS - Change Order No. 3 with Inland Building Construction Co, Inc.; Orange Coast College Student Union Complex, Bid No. 2119, Bid Package 1**

On a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted to approve Change Order No. 3, Orange Coast College Student Union Complex, Bid No. 2119, Bid Package 1, and authorized the Board President or designee to sign any related documents.

On August 15, 2018 the Board of Trustees awarded Bid No. 2119, Bid Package 1 – General Requirements, to Inland Building Construction Co, Inc for the construction of Orange Coast College's new 119,000 square foot, three-story College Center building and a new 40,600 square foot two-story Student Life building.

Responding to the COVID-19 pandemic, additional cleaning standards were necessary to ensure the safety of onsite staff and contractors. These measures required the contractor to conduct constant cleaning of high contact areas such as doors, handrails and stairways, installation of hand sanitizing stations and installation of signage and social distancing measures as recommended by health authorities.

**Term:** August 23, 2019 - January 5, 2021

**Fiscal Impact:**

Original Contract Amount: \$2,337,600

Change Order No. 1: \$154,605

Change Order No. 2: \$71,048

Change Order No. 3: \$59,402

New Contract Total: \$2,622,655 (~2.38% Increase)

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

**18.09 DIS - Change Order No. 3 for Orange Coast College Student Union Complex; Bid No. 2119, Bid Package 24**

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve Change Order No. 3, Orange Coast College Student Union Complex, Bid No. 2119, Bid Package 24, and authorized the Board President or designee to sign any related documents.

On August 15, 2018 the Board of Trustees awarded Bid No. 2119, Bid Package 24 – Electrical, to AJ Kirkwood and Associates for the construction of Orange Coast College's new 119,000 square foot, three-story College Center building and a new 40,600 square foot two-story Student Life building.

Change Order No. 3 covered costs associated with additional electrical infrastructure to support added appliances, and the installation of outdoor electrical receptacles and supporting infrastructure in the amphitheater area.

**Term:** August 23, 2019 - January 5, 2021

**Fiscal Impact:**

Original Contract Amount: \$11,041,591

Change Order No. 1: \$449,765

Change Order No. 2: \$72,586

Change Order No. 3: \$82,570

New Contract Total: \$11,646,512 (~0.71% Increase)

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

**18.10 DIS - Change Orders for Three Trade Contractors, Orange Coast College Language Arts & Social Sciences; Bid No. 2141**

On a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted to approve change orders to three trade contracts in the amounts listed below and authorized the Board President or designee to sign any related documents.

The Board authorized contracts with 22 prime contractors to construct a new three-story, 107,760sf Language Arts and Social Sciences Building at Orange Coast College. As a whole, these 22 prime contracts totaled \$57,916,880 for the complete construction of the project with trade package #7 being awarded to Columbia Steel Inc, Inc in the amount \$9,134,098. The project team worked to keep construction on schedule after delays in the structural steel fabrication caused delay. The change orders reflected a credit back to the District, from Columbia Steel, for associated delays, and subsequent acceleration charges to the framing and concrete trades in order to recover the construction schedule.

Contract changes were as follows:

Company	Bid Package #	Trade	Original Contract Amount	Change Order Amount	Revised Contract Amount
Columbia Steel, Inc	7	Structural Steel, Misc. Metals, Metal Deck & Stairs	\$9,134,098	(\$146,293)	\$8,987,805
Mirage Builders, Inc.	12	Rough Carpentry, Metal Framing, Drywall, Insulation, Fireproofing & Plaster	\$8,498,950	\$11,030	\$8,509,980
Pacific Southwest Structures, Inc.	6	Structural Concrete, Reinforcing Steel	\$4,744,277	\$25,212	\$4,769,489
			Total:	(\$110,051)	

**Fiscal Impact:** \$110,051 (0.49%) decrease in overall contract cost  
Measure M Bond Funds – OCC Language Arts and Social Sciences Project

Motion carried with the following vote:

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

#### **18.11 DIS - Change Orders and Final Contract Adjustments for 19 Trade Contractors, Orange Coast College Kinesiology Project; Bid No. 2130**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve change orders to 19 trade contracts in the amounts listed below, and authorized the Board President or designee to sign any related documents.

In late 2018, the Board authorized contracts with 25 prime contractors to construct Orange Coast College Kinesiology Project. The 25 prime contracts totaled \$41,065,094

for the complete construction of this project. The project was completed on schedule and end users moved in the Fall 2020 semester.

The project team worked with the prime contractors to reconcile final contract adjustments for all trades on the project. The change orders reflected a credit back to the District for unused allowances and closed out 19 of the 25 construction contracts associated with the project. An additional four contractors were closed out with no price adjustments, and two trade contracts were still being finalized for presentation to the Board at a subsequent meeting.

Contract changes were as follows:

Company	Bid Package #	Trade	Current Contract Value	Change Order Amount	Revised Contract Amount
Bogh Engineering	1	General Requirements	\$ 491,000.00	\$ (12,642.00)	\$478,358
Pfeiler & Associates	2	Survey	\$164,890.00	\$(55,581.00)	\$109,309
Malcolm Drilling	5	Shoring & Caissons	\$1,038,575.00	\$(4,703.00)	\$1,033,872
Pierre Landscape	6	Landscape & Irrigation	\$388,380.00	\$(1,482.00)	\$386,898
Bogh Engineering, Inc.	8	Structural Concrete	\$2,794,354.00	\$(20,101.00)	\$2,774,253
Krestschmar & Smith	9	Masonry & Stone Veneer	\$503,420.00	\$(18,036.00)	\$485,384
Columbia Steel, Inc.	10	Structural Steel, Misc. Metals	\$4,826,208.00	\$(9,847.00)	\$4,816,361
Star Hardware	12	Doors, Frames and Hardware	\$436,783.00	\$(13,545.00)	\$423,238
Danny Letner Inc. dba Letner Roofing Company	13	Roof, Waterproof, Sheet Metal, Metal Panels	\$3,249,000.00	\$25,819.00	\$3,274,819
E&R Glass Contractors	14	Glass & Glazing	\$654,072.00	\$3,657.00	\$657,729
Caston, Inc	15	Framing, Drywall, Plaster, Insulation, Fireproofing	\$4,708,585.00	\$7,930.00	\$4,716,515
Southcoast Acoustical Interiors	16	Acoustical Ceiling	\$425,840.00	\$(20,115.00)	\$405,725
Continental Marble & Tile	17	Ceramic Tile	\$1,484,911.00	\$(15,254.00)	\$1,469,657
Lawrence W. Rosine	18	Flooring	\$479,583.00	\$(5,516.00)	\$474,067
T&M Painting and Construction	19	Painting	\$322,875.00	\$(10,504.00)	\$312,371
ISEC, Inc.	20	Misc. Specialties	\$1,233,020.00	\$(19,568.00)	\$1,213,452
JPI Development Group, Inc.	23	Plumbing	\$1,524,000.00	\$16,471.00	\$1,540,471
WR Robbins Company	24	HVAC	\$2,510,000.00	\$7,904.00	\$2,517,904
A. J. Kirkwood & Associates, Inc.	25	Electrical	\$4,294,601.00	\$44,400.00	\$4,339,001
			\$ 37,869,271.00	\$ (100,713.00)	\$37,768,558.00

**Fiscal Impact:** (\$100,713) – (0.26% decrease in overall contract cost)  
Measure M Bond Funds – OCC Kinesiology Project

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 - Authorization to File Notices of Completion and Release Retention Funds**

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, 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.

Coastline College Bookstore Demolition Project - Bid No. 2158

**Contractor:** Granville Contracting & Management Inc.

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130

**Contractor:** Bogh Engineering - Bid Package #1

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130

**Contractor:** Pfeiler & Associates - Bid Package #2

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130

**Contractor:** James McMinn, Inc - Bid Package #3

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130

**Contractor:** Pierre Landscape - Bid Package #6

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130

**Contractor:** Asphalt, Fabric & Engineering, Inc - Bid Package #7

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130

**Contractor:** Bogh Engineering, Inc - Bid Package #8

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130  
**Contractor:** Krestschmar & Smith - Bid Package #9

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130  
**Contractor:** Columbia Steel, Inc – Bid Package #10

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130  
**Contractor:** Spooners Woodworks - Bid Package #11

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130  
**Contractor:** Star Hardware – Bid Package #12

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130  
**Contractor:** Danny Letner dba Letner Roofing – Bid Package #13

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130  
**Contractor:** E&R Glass Contractors – Bid Package #14

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130  
**Contractor:** Caston Inc. – Bid Package #15

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130  
**Contractor:** Southcoast Acoustical Interiors – Bid Package #16

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130  
**Contractor:** Continental Marble & Tile – Bid Package #17

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130  
**Contractor:** Lawrence W. Rosine – Bid Package #18

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130  
**Contractor:** T&M Painting and Construction – Bid Package #19

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130  
**Contractor:** ISEC Inc. – Bid Package #20

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130  
**Contractor:** Condor Inc. – Bid Package #21

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130  
**Contractor:** JPI Development Group, Inc – Bid Package #23

Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130  
**Contractor:** WR Robbins – Bid Package #24



Orange Coast College Kinesiology & Adaptive P.E. Project - Bid No. 2130  
**Contractor:** AJ Kirkwood & Associates, Inc – Bid Package #25

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 Educational Administrator Employment Agreements

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to approve the Educational Administrator Employment Agreements for the following individuals at the following annual salaries and authorized the Board President or designee to sign the Agreements and any related documents:

<u>Name</u>	<u>Title</u>	<u>Salary</u>
Arnold, Jonathan W.	Chief of Police & Campus Security	\$170,489.00
Emerson, Dana M.	Dean	\$174,557.00
Harrell, Chermaine M.	Dean	\$144,893.00
Head, Sara A.	Program Director, Adult Education Program	\$123,683.00
Henson, Kevin D.	Dean	\$183,394.00
Houlihan, Janet M.	Vice President	\$211,978.00
Keeler, Bruce	Dean	\$174,557.00
Knuppel, Lisa F.	Dean	\$174,557.00
Martinez, Carla R.	Dean	\$183,394.00
Miranda, Alexis O.	Dean	\$183,394.00
Mueller, Kathryn L.	Vice President	\$211,978.00
Nazarenko, Larissa V.	Dean	\$183,394.00
Nguyen, Kay V.	Dean	\$183,394.00
Niroumand, Madjid	Vice President	\$211,978.00
Pagel, Richard T.	Vice President	\$211,978.00
Ryan Rodriguez, Christina J.	Dean	\$169,472.00
Selzer, Thomas M.	General Manager Instructional Food Services	\$147,156.00
Shrader, Daniel N.	Dean	\$183,394.00
Sterner, Sheri L.	Dean	\$183,394.00
Thompson, Dwayne E.	District Director Institutional Research, Planning & Institutional Effectiveness	\$183,394.00

Timpson, Natalie J.	Director, EOPS	\$126,250.00
Valentine, Lawrence J.	Director, Mental Health Services	\$136,621.00

Additionally, the Board approved the Educational Administrator Employment Agreements for the individuals listed below for terms commencing on July 1, 2021 and authorized the Board President or designee to sign the Agreements and any related documents. Compensation was based on the appropriate placement on the Salary Schedule as indicated below.

<b><u>Name</u></b>	<b><u>Site</u></b>	<b><u>Title</u></b>	<b><u>Term</u></b>	<b><u>Plcmt</u></b>
Arnold, Jonathan W.	GWC	Chief of Police & Campus Security	2 year	DG-11-9
Emerson, Dana M.	CCC	Dean	2 year	DG-12-7
Harrell, Chermaine M.	CCC	Dean	2 year	DG-12-2
Head, Sara A.	OCC	Program Director, Adult Education Programs	1 year	DG-7-8
Henson, Kevin D.	OCC	Dean	2 year	DG-12-9
Houlihan, Janet M.	GWC	Vice President	2 year	DG-14-9
Keeler, Bruce	CCC	Dean	2 year	DG-12-7
Knuppel, Lisa F.	OCC	Dean	2 year	DG-12-7
Martinez, Carla R.	GWC	Dean	2 year	DG-12-9
Miranda, Alexis O.	GWC	Dean	2 year	DG-12-9
Mueller, Kathryn L.	CCC	Vice President	2 year	DG-14-9
Nazarenko, Larissa V.	OCC	Dean	2 year	DG-12-9
Nguyen, Kay V.	GWC	Dean	2 year	DG-12-9
Niroumand, Madjid	OCC	Vice President	2 year	DG-14-9
Pagel, Richard T.	OCC	Vice President	2 year	DG-14-9
Ryan Rodriguez, Christina J.	GWC	Dean	2 year	DG-12-6
Selzer, Thomas M.	OCC	General Manager, Instructional Food Services	2 year	DG-9-9
Shrader, Daniel N.	OCC	Dean	2 year	DG-12-9
Sterner, Sheri L.	OCC	Dean	2 year	DG-12-9
Thompson, Dwayne E.	DIST	District Director Institutional Research, Planning & Institutional Effectiveness	2 year	DG-12-9
Timpson, Natalie J.	GWC	Director, EOPS	2 year	DG-8-6
Valentine, Lawrence J.	OCC	Director, Mental Health Services	2 year	DG-8-9

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 #20-65 Authorization to Purchase Hardware for the District-wide Data Management Consolidation Project**

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to adopt Resolution #20-65 authorizing the purchase of hardware for the District-wide Data Management Consolidation Project.

District Information Services worked in alignment with the goal to provide equivalent or greater functionality to the Coast Community College District while reducing costs by approximately \$95,000 over first five years of operation.

Resolution 20-65 was to purchase the hardware needed to provide updated and enhanced network storage for college and user network drives. The data management solution replaced outdated and unreliable backup and recovery systems, enabled greater ability to recover from malware attacks and restored lost or deleted files.

**Fiscal Impact:** \$314,452.89 paid with Capital Outlay Funds

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 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, Patterson and Prinsky
Noes:	None
Abstain:	None
Absent:	Student Trustee Finkley

## **22.00 Approval of Minutes**

### **22.01 Minutes**

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

November 18, 2020 Regular Meeting  
November 18, 2020 Special 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 Informational Reports**

### **23.01 Report from the Chancellor**

The Chancellor provided a report to the Board.

### **23.02 Reports from the College Presidents**

The following College Presidents provided written reports to the Board:

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

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

The following Academic Senate Presidents provided written reports to the Board:

Deborah Henry, Coastline College  
Pete Bouzar, Golden West College  
Loren Sachs, Orange Coast College

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

The following Classified Senate Presidents provided written reports to the Board:

Patty Franco, Coastline College  
Dorsie Brooks, Golden West College

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

There were no reports.

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

The Trustees provided individual reports.

#### **24.00 Close of Meeting**

##### **24.01 Adjournment**

On a motion by Trustee Patterson, seconded by Trustee Hornbuckle, the Board voted to adjourn the meeting at 6:04 p.m. in memory of Chuck Yeager, Don Cox and Russ Terry.

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***

	Pages
Public Employment.....	23-25

## 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 Substitutes

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

Youn, Yumi

##### Discipline

Cosmetology

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

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

##### FALL 2021

Appointments for the period 08/21/20-12/12/20

##### GWC

McMillen, Theodore

Myers, James

Rodgers Jr., Kendall

##### Discipline

Athletics

Athletics

Athletics

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

In accordance with Board policies and procedures, the following academic administrative staff are recommended by the Vice Chancellor of Human Resources for appointment for service during the period shown below. Employment and payment for services will follow upon notification that all required documents have been completed and filed. The following educational administrators are recommended for appointment for service during the period shown below, subject to subsequent Board approval of the respective employment agreements.

##### Name

Grimes-Hillman, Michelle

##### LOC

OCC

##### Position

Vice President of Instruction

##### Contract Dates

01/11/21-06/30/22

##### Vacancy#

OM-004-21

Stockert, Brian	OCC	Director, Disabled Student Programs & Services	01/04/21-06/30/22	OM-005-21
Vu, Timothy	GWC	Associate Dean/Director of the Regional Criminal Justice Training Center	03/03/21-06/30/22	GM-002-21

## 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:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Vacancy #</u>
Hallsted, Julianna	DIST	Interim Director, Risk Services	12/10/20	DM-001-21

## 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>
Culross, Leann	OCC	Admissions & Records Specialist, Senior	01/04/21	O-004-21
Kiefer, Jill	GWC	Division Area Office Coordinator	01/04/21	G-006-21

## 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>
Linke, John	DIST	IT Infrastructure Engineer	IT Network Engineer, Sr.	11/04/20

## 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:

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Start Dt</u>	<u>End Dt</u>
Navarro, Roxann	OCC	Accounting Assistant	Accounting Assistant, Sr.	10/01/20	03/17/21
Ramirez, Marcelino	GWC	Grounds & Landscape Specialist, Sr.	Grounds & Landscape Specialist, Sr. (75%), Mechanic (25%)	07/01/20	03/31/21

#### 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>
Pham, Dao	GWC	Accounting Assistant, Senior	Budget Technician	11/01/20	01/19/21

#### 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:

None

