

REGULAR MEETING MINUTES*

Board of Trustees Coast Community College District

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

Wednesday, April 21, 2021

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on April 21, 2021 via telephone.

1.00 Preliminary Matters

1.01 Call to Order

Board President Moreno 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 Sahachaisere joined the meeting at 5:00 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 Performance Evaluation

Pursuant to *Government Code* Section 54957

Position: Chancellor

b. Public Employee Discipline/Dismissal/Release

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

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

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

Angela Bell vs. Coast CCD, Orange County Superior Court Case No. 30-2021-01184221

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

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

Vicky Kleppe vs. Coast CCD, WCAB Case No. 13761832

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 Schriefer 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
7. Approval of Appointment of Confidential Staff
8. Approval of Reclassification and Reorganization/Reassignment, Classified Staff Administrative Assistant

Athletics Facilitator and Compliance Coordinator
Division/Area Office Coordinator
Financial Aid Technician
IT Business Process Analyst
IT Infrastructure Engineer
IT Technical Solutions Engineer
Maintenance Specialist I
Maintenance Specialist Team Leader
Nursing Program Administrative Specialist
Public Safety Officer Senior 50%, Administrative Assistant 50%
Student Activities Assistant
Student Services Specialist, Senior
Transfer Center Specialist

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
Maintenance Specialist II
12. Ratification of Project-Specific Assignment, Classified Staff
Accounting Technician
Administrative Assistant

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 Moreno at 5:03 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 d. Public Employment**, on a motion by Trustee Grant, seconded by Trustee Prinsky, the Board voted to approve and ratify the public employment items as revised.
(See Appendix pages 18-20)

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 Patterson, seconded by Trustee Hornbuckle, the Board voted to accept the resignation of Pedro Miranda.

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:

| | |
|--------|--|
| 21-CO1 | Coordinator Position STEM Grant Counseling Liaison |
| 21-CG1 | Coordinator Position GWC Title V Grant Project/STEM Director |
| 21-CG3 | Coordinator Position GWC Nursing Assistant Director |
| 21-CG4 | Coordinator Position GWC Distance Education |
| 21-CG5 | Coordinator Position GWC Distance Education Faculty Training |
| 21-3 | Fall 2021 Faculty Assignment Notifications |

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 OCC - Faculty/Student/Program Highlight

Steve Tamanaha, Dean of Student Success & Support Services, highlighted Orange Coast College's Pirates' Promise Program.

2.02 DIS - Measure M Citizens' Oversight Committee Annual Report

Dr. Andy Dunn, Vice Chancellor of Finance and Administrative Services, provided the Measure M Citizens' Oversight Committee Annual Report for FY 2019-20. The report had been presented to the Citizens Oversight Committee at their regular meeting on April 16, 2021.

2.03 DIS - Measure M Quarterly Project Report; District Facilities, Planning, and Construction Report, and Quarterly Bidding Report

Dr. Andy Dunn, Vice Chancellor of Finance and Administrative Services, provided the Measure M Quarterly Project Report, District Facilities, Planning, and Construction Report, and Quarterly Bidding Report.

2.04 DIS - Results of the PACE Climate Survey for Community Colleges Conducted at the Colleges and the District Office in Fall 2020

Dr. Andreea Serban, Vice Chancellor Educational Services and Technology, provided the results of the PACE Climate Survey conducted in Fall 2020, as well as progress compared to Fall 2018.

2.05 DIS - Board Legislative Affairs Committee Recommendation

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to provide a letter of support for Assembly Bill 927 (Medina D.), Public Postsecondary Education: Community Colleges: Statewide Baccalaureate Degree Pilot Program.

Motion carried with the following vote:

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

2.06 Board Meeting Dates

The Board reviewed upcoming meeting dates.

2.07 Meetings and Conferences of the AACC, ACCT, CCLC and CCCT

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

2.08 Board Directives and Reports Log

The Board reviewed the Board Directives and Reports Log.

3.00 Consent Calendar (Items 4.01 - 16.01)

On a motion by Trustee Hornbuckle, 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 Sahachaisere |
| Noes: | None |
| Abstain: | None |
| Absent: | None |

17.00 Discussion Calendar

18.00 Approval of Standard Agreements in Excess of \$96,700

18.01 GWC - Standard Independent Contractor Agreement with Envision Education, LLC

On a motion by Trustee Hornbuckle, seconded by Trustee Grant, the Board voted to approve the Standard Independent Contractor Agreement with Envision Education, LLC. The contractor was engaged to coordinate and administer certified nurse assistant exams and hire, train, and pay qualified staff.

Term: July 1, 2021 – June 30, 2022

Fiscal Impact: NTE \$150,000 sufficient to administer exams authorized under the contract. Compensation based on the number of exams administered and paid \$30 per manual exam, \$10 per written exam, and \$15 per oral written exam. Paid from RHORC RTC Trust fund.

Motion carried with the following vote:

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

18.02 GWC - Standard Independent Contractor Agreement with Alex Nino D. Lajada

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the Standard Independent Contractor Agreement with Alex Nino D. Lajada. The contractor was engaged to coordinate and administer certified nurse assistant exams and hire, train, and pay qualified staff.

Term: July 1, 2021 – June 30, 2022

Fiscal Impact: NTE \$280,000 sufficient to administer exams authorized under the contract. Compensation based on the number of exams administered and paid \$30 per manual exam, \$10 per written exam, and \$15 per oral written exam. Paid from RHORC RTC Trust fund.

Motion carried with the following vote:

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

18.03 GWC - Standard Independent Contractor Agreement with Ford Golden Pathway

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the Standard Independent Contractor Agreement with Ford Golden Pathway. The contractor was engaged to coordinate and administer certified nurse assistant exams and hire, train, and pay qualified staff.

Term: July 1, 2021 – June 30, 2022

Fiscal Impact: NTE \$150,000 sufficient to administer exams authorized under the contract. Compensation based on the number of exams administered and paid \$30 per manual exam, \$10 per written exam, and \$15 per oral written exam. Paid from RHORC RTC Trust fund.

Motion carried with the following vote:

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

18.04 GWC - Standard Independent Contractor Agreement with Healthcare Training Associates, LLC

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to approve the Standard Independent Contractor Agreement with Healthcare Training Associates, LLC. The contractor was engaged to coordinate and administer certified nurse assistant exams and hire, train, and pay qualified staff.

Term: July 1, 2021 – June 30, 2022

Fiscal Impact: NTE \$150,000 sufficient to administer exams authorized under the contract. Compensation based on the number of exams administered and paid \$30 per manual exam, \$10 per written exam, and \$15 per oral written exam. Paid from RHORC RTC Trust fund.

Motion carried with the following vote:

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

18.05 DIS - Standard Amendment No. 2 to the Construction Management Agreement with Sundt Construction Inc; Golden West College Language Arts Complex

On a motion by Trustee Grant, seconded by Trustee Prinsky, the Board voted to approve Amendment No. 2 to the Standard Construction Management Agreement with Sundt Construction, Inc. and authorized the Board President or designee to sign any related documents.

In June 2019, the Board of Trustees authorized a construction management services agreement with Sundt Construction, Inc for the Golden West College Language Arts Complex. Due to the project being partially State-funded, the District was only authorized to proceed with pre-construction services until the State approved commencement of construction. It was indicated at that time that the contract would be amended to reflect the continuing phases of work. On March 18, 2021, the State approved the District to proceed with construction of this project. Amendment No. 2 authorized continuing construction management services for the remainder of the project.

Term: June 20, 2019 – February 28, 2023

Fiscal Impact:

Original Contract: \$215,692

Amendment No. 1: \$57,766

Amendment No. 2: \$4,237,082

New Contract Total \$4,510,540

To be split between General Obligation Measure M Bond Funds & State Proposition 51 Funds.

Motion carried with the following vote:

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

18.06 DIS - Standard Amendment #2 to the Independent Contractor Agreement with Ring Central, Inc.

On a motion by Trustee Hornbuckle, seconded by Trustee Patterson, the Board voted to approve Amendment #2 to the Independent Contractor Agreement with RingCentral, Inc.

In June 2018, the Board authorized the District Information Services (DIS) Team to complete the Telephony Project. The project transitioned a 28-year-old analog telephone system to a Voice over Internet Protocol (VoIP) Infrastructure. With this improvement, Coast entered into a 5-Year Agreement with RingCentral, Inc.

In June 2019, the Board approved Amendment #1 to include additional Ring Central IT Help Desk "Live Reports" licenses. These licenses gave the ability to access call statistics and provide a real-time dashboard management system to maximize the quality of service and optimize business performance.

At this time, the existing Ring Central Agreement provided annual funding for 25 licenses. Over the past 10 months the COVID pandemic increased the demand for more licenses and there was a need to amend the agreement for a second time to reflect a total of 55 licenses annually. Amendment #2 provided funding to cover existing services and future expansion needs. Also, these licenses would allow each college and the District Office to increase the number of support staff resources that provided front line phone, email, and chat support.

Term: June 20, 2018 – June 19, 2023

Fiscal Impact:

Original Agreement (Year 1): \$550,156.06

Amendment #1 (Year 2): \$550,156.06 + \$7,500.00 = \$557,656.06

Amendment #2 (Year 3): \$550,156.06 + \$7,500.00 + \$3,999.60 = \$561,655.66

(Year 4): \$550,156.06 + \$7,500.00 + \$35,996.40 = \$593,652.46

(Year 5): \$550,156.06 + \$7,500.00 + \$35,996.40 = \$593,652.46

Amendment #2 Total: \$75,992.40

Grand Total of 5-Year Agreement: \$2,856,772.70 paid with General Funds

Motion carried with the following vote:

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

19.00 Revenue Generating Agreements/Contracts Over \$96,700

19.01 CCC - Non-Standard Contract Education Agreement with Visionary Ideas Inc., DBA Career Expansion

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to ratify the Contract Education agreement with Visionary Ideas Inc., DBA Career Expansion.

Career Expansion, a training and workforce development organization, delivered industry specific workforce development programs. The programs focused primarily on training

military veterans, youth and dislocated workers for employment and career advancement in the construction, utilities, energy and safety industries. Coastline served as fiscal agent, and federal, state and local grants were the primary source of funding for these training programs. The goal was to offer two training programs per month with revenue to the District at \$10,000 per program and a projected annual revenue of \$240.

Term: April 19, 2021 – December 31, 2026

Fiscal Impact: Projected revenue to the District of approximately \$240,000 per year.

Motion carried with the following vote:

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

19.02 DIS - Funded Programs

On a motion by Trustee Hornbuckle, seconded by Trustee Grant, the Board voted to approve participation in the following funded programs and associated contracts and amendments.

Coastline Community College received a Participation Agreement (Number DO-20-2247-22) for the sub-award from Rancho Santiago Community College District for the California Community Colleges Chancellor's Office Strong Workforce Program Regional Projects Fiscal Year 2020-21 (Master Agreement Number DO-17-2185-03.01). Coastline Community College received \$175,000 for the CyberPatriot project, \$75,000 for local Career Technical Education marketing, \$100,000 for the Netlabs project, \$50,000 for the Regional Virtual Reality Platform Identification and Pilot Project, and \$111,111 for remote instruction technologies.

Fiscal Impact: Coastline Community College received \$511,111 from July 1, 2020 to June 30, 2022. No matching funds required.

Coastline Community College received the second round of funding from the U.S. Department of Education, CARES 50% Funds for Student Financial Aid Support Grant, under the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act, to provide emergency financial aid grants to qualified students for expenses related to the disruption

of campus operations due to the coronavirus, including eligible expenses under a student's cost of attendance such as food, housing, course materials, technology, health care, and child care.

Fiscal Impact: Coastline Community College received \$693,870 from April 24, 2020 to April 23, 2021. No matching funds required.

Coastline Community College received the second round of funding from the U.S. Department of Education, under the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act, Institutional portion, to cover costs associated with significant changes to the delivery of instruction due to the coronavirus. Costs covered included expanding remote learning programs, building Information Technology capacity to support such programs, and training faculty and staff to operate effectively in a remote learning environment.

Fiscal Impact: Coastline Community College received \$1,701,064 from May 7, 2020 to May 6, 2021. No matching funds required.

Golden West College received a Participation Agreement (Number DO-20-2247-25) for the sub-award from Rancho Santiago Community College District for the California Community Colleges Chancellor's Office Strong Workforce Program Regional Projects Fiscal Year 2020-21 (Master Agreement Number DO-17-2185-03.01). Golden West College received \$20,000 for the Advanced Transportation Technology & Certification Advancement project, \$75,000 for local Career Technical Education marketing, \$200,000 for the compensation of two regional directors, \$60,000 for the VSL – Advanced Transportation project, \$50,000 for the Regional Virtual Reality Platform Identification and Pilot Project, and \$111,111 for remote instruction technologies.

Fiscal Impact: Golden West College received \$516,111 from July 1, 2020 to June 30, 2022. No matching funds required.

Golden West College received the second round of funding from the U.S. Department of Education, CARES 50% Funds for Student Financial Aid Support Grant, under the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act, to provide emergency financial aid grants to qualified students for expenses related to the disruption of campus operations due to the coronavirus, including eligible expenses under a student's cost of attendance such as food, housing, course materials, technology, health care, and child care.

Fiscal Impact: Golden West College received \$2,159,071 from April 24, 2020 to April 23, 2021. No matching funds required.

Golden West College received the second round of funding from the U.S. Department of Education, under the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act, Institutional portion, to cover costs associated with significant changes to the delivery of instruction due to the coronavirus. Costs covered include expanding remote learning programs, building Information Technology capacity to support such programs, and training faculty and staff to operate effectively in a remote learning environment.

Fiscal Impact: Golden West College received \$7,752,309 from May 7, 2020 to May 6, 2021. No matching funds required.

Orange Coast College received a Participation Agreement (Number DO-20-2247-28) for the sub-award from Rancho Santiago Community College District for the California Community Colleges Chancellor's Office Strong Workforce Program Regional Projects Fiscal Year 2020-21 (Master Agreement Number DO-17-2185-03.01). Orange Coast College received \$53,995 for the Automation Pathways project, \$100,000 for the compensation of a regional director, \$75,000 for local Career Technical Education marketing, \$50,000 for the Regional Virtual Reality Platform Identification and Pilot Project, and \$111,111 for remote instruction technologies.

Fiscal Impact: Orange Coast College received \$390,106 from July 1, 2020 to June 30, 2022. No matching funds required.

Orange Coast College received the second round of funding from the U.S. Department of Education, CARES 50% Funds for Student Financial Aid Support Grant, under the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act, funding to provide emergency financial aid grants to qualified students for expenses related to the disruption of campus operations due to the coronavirus, including eligible expenses under a student's cost of attendance such as food, housing, course materials, technology, health care, and child care.

Fiscal Impact: Orange Coast College received \$4,560,234 from April 24, 2020 to April 23, 2021. No matching funds required.

Orange Coast College received the third round of funding from the U.S. Department of Education, under the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act, Minority Serving Institution portion, to cover costs associated with significant changes to the delivery of instruction due to the coronavirus. These funds were used primarily for grants to students for any component of the student's cost of attendance, including tuition, course materials, and technology. In addition, these funds were utilized to cover costs associated with significant changes to the delivery of instruction due to the coronavirus such as support institutional cost to expand remote learning programs, build Information Technology capacity to support such programs, and train faculty and staff to operate effectively in a remote learning environment.

Fiscal Impact: Orange Coast College received \$1,281,401 from June 3, 2020 to June 2, 2021. No matching funds required.

Motion carried with the following vote:

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

20.00 Ratification/Approval of General Items of Business

20.01 DIS - Ratification of Revised Job Descriptions for Classified Employee Positions

On a motion by Trustee Prinsky, seconded by Trustee Hornbuckle, the Board voted to ratify the updated job descriptions effective April 22, 2021 for the Classified employee positions of IT Technical Solutions Engineer and Registered Nurse - Charge.

Motion carried with the following vote:

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

20.02 DIS - Authorization to File Notice of Completion and Release Retention Funds

On a motion by Trustee Patterson, 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.

Orange Coast College Student Union Project – Bid 2119
Contractor: Inland Building Construction Co. – Bid Package #01

Orange Coast College Student Union Project – Bid 2119
Contractor: Bogh Engineering Inc. – Bid Package #06

Orange Coast College Student Union Project – Bid 2119
Contractor: Bogh Engineering Inc. – Bid Package #07

Orange Coast College Student Union Project – Bid 2119
Contractor: Providence Venture Inc. – Bid Package #09

Orange Coast College Student Union Project – Bid 2119
Contractor: Star Hardware Inc. – Bid Package #10

Orange Coast College Student Union Project – Bid 2119
Contractor: Perfection Glass Inc. – Bid Package #12

Orange Coast College Student Union Project – Bid 2119
Contractor: JPI Development Group Inc. – Bid Package #22

Orange Coast College Student Union Project – Bid 2119
Contractor: University Mechanical & Engineering Contractors Inc. – Bid Package #23

Orange Coast College Student Union Project – Bid 2119
Contractor: AJ Kirkwood & Associates Inc – Bid Package #24

Motion carried with the following vote:

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

21.00 Resolutions

21.01 Resolution #21-26 Authorizing and Approving a Temporary Transfer of Funds with the Orange County Treasurer

On a motion by Trustee Hornbuckle, seconded by Trustee Prinsky, the Board voted to adopt Resolution #21-26 to approve the temporary transfer of funds for FY 2020-2021, 2021-2022, 2022-2023 and 2023-2024 with the Orange County Treasurer.

The County of Orange offered short-term borrowing to local education agencies and community colleges to facilitate cash flow. Three COVID-19 pandemic relief plans had been approved by the federal government. Each of the colleges in the Coast district had been recipients of the Higher Education Emergency Relief Funding (HEERF) components of these plans. The most recent plan, the American Rescue Plan (ARP) was signed into law by President Biden in early 2021. Orange Coast College had not yet received their award letter allowing them to access the ARP. Adoption of Resolution #21-26 provided access to those resources for Orange Coast College.

Motion carried with the following vote:

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

22.00 Policy Approval/Procedure Ratification

22.01 DIS - Board Policies for Approval and Administrative Procedures for Ratification

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

Chapter 3. General Institution

BP 3600 Auxiliary Organizations

AP 3600 Auxiliary Organizations

Chapter 4. Academic Affairs

AP 4105 Distance Education

Chapter 6. Business and Fiscal Affairs

BP 6700 Civic Center and Other Use of Facilities

AP 6700 Civic Center and Other Use of Facilities

BP 6750 Parking and Traffic

AP 6750 Parking and Traffic

Chapter 7. Human Resources

AP 7120A Recruitment and Selection for Executive Management Employees

BP 7337 Fingerprinting

AP 7337 Fingerprinting

Motion carried with the following vote:

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

23.00 Approval of Minutes

23.01 DIS - Minutes

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to approve the Minutes of the April 7, 2021 Regular Meeting.

Motion carried with the following vote:

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

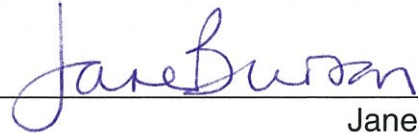
24.00 Close of Meeting

24.01 Adjournment

On a motion by Trustee Grant, seconded by Trustee Patterson, the Board voted to adjourn the meeting at 5:54 p.m.

Motion carried with the following vote:

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



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..... | 18-20 |

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.

None

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:

SPRING 2021

Appointments for the period 01/30/21-05/29/21

CCC

Dawson, Theresa
Engelhad, Raissa

Discipline

Spec Ed
CIS

OCC

Broberg, Scott

Discipline

Film & Television

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.

None

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:

None

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:

| <u>Name</u> | <u>LOC</u> | <u>From</u> | <u>To</u> | <u>Effective</u> |
|----------------------|------------|------------------------------|--|------------------|
| Bell, Ashley | GWC | Administrative Assistant I | Nursing Program Administrative Specialist | 06/01/21 |
| Blair, Kimberly | GWC | Administrative Assistant | Athletics Facilitator and Compliance Coordinator | 06/01/21 |
| Chaudry, Atif | DIST | IT Applications Developer | IT Business Process Analyst | 06/01/21 |
| Cruz, Juan | OCC | Custodian Senior | Maintenance Specialist I | 06/01/21 |
| Dunsmore, Robert | GWC | Maintenance Specialist II | Maintenance Specialist Team Leader | 06/01/21 |
| Lazaro, Janet | OCC | Administrative Clerk Senior | Administrative Assistant | 06/01/21 |
| Mihatov, Steve | DIST | IT Infrastructure Analyst | IT Infrastructure Engineer | 06/01/21 |
| Mondragon, Minerva | OCC | Financial Aid Assistant | Financial Aid Technician | 06/01/21 |
| Nanez, Dennis | GWC | Student Activities Assistant | *Student Activities Assistant | 07/01/19 |
| Shaffer-Hyska, Eva | OCC | Student Activities Assistant | *Student Activities Assistant | 07/01/19 |
| Smallshaw, Stephanie | GWC | Administrative Assistant | Division/Area Office Coordinator | 06/01/21 |
| Stowell, Ray | CCC | Public Safety Officer Senior | Public Safety Officer Senior 50% Administrative Assistant 50% | 06/01/21 |
| Solanki, Pratik | DIST | IT User Support Analyst | IT Technical Solutions Engineer | 06/01/21 |
| Varquez, Paolo | CCC | Administrative Assistant I | Student Services Specialist, Senior | 06/01/21 |
| Ward, Helen | CCC | Administrative Assistant I | Transfer Center Specialist | 06/01/21 |

*Grade change only from 112 to 113

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:

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> |
|---------------|------------|-------------------------------------|---------------------------|--------------------|------------------|
| Barrera, Juan | GWC | Grounds & Landscape Specialist, Sr. | Maintenance Specialist II | 4/12/21 | 06/30/21 |

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:

| <u>Name</u> | <u>LOC</u> | <u>Title</u> | <u>Project-Specific Assignment</u> | <u>Start Dt</u> | <u>End Dt</u> |
|--------------|------------|--------------------------|--|-----------------|---------------|
| Tran, Emylie | OCC | Administrative Assistant | Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days. | 12/16/20 | 03/31/21 |

Extension of End Dates for Out of Class Assignments

| | | | | | |
|--------------------|-----|--------------------------|--|----------|----------|
| Daly-Lopez, Yadira | CCC | Administrative Assistant | Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days. | 04/01/21 | 06/30/21 |
| MacGregor, Shannon | OCC | Accounting Technician | Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days. | 04/01/21 | 06/30/21 |