

REGULAR MEETING MINUTES*

Board of Trustees Coast Community College District

Via Telephone

4:00 p.m. Closed Session, 5:00 p.m. Open Session

Wednesday, April 20, 2022

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on April 20, 2022 via telephone.

1.00 Preliminary Matters

1.01 Call to Order

Board President Hornbuckle called the meeting to order at 4:00 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 Discipline/Dismissal/Release

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

b. 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

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

Stanislav Dubrovskiy vs. Coast CCD, Arbitration

Stanislav Dubrovskiy vs. Coast CCD, Public Employment Relations Board Case No. LA-CE-6636-E

Tom Tran vs. Coast CCD, Department of Fair Employment and Housing Case No. 2021-05-1359112

Williams vs. Orange Coast College, U.S. Office for Civil Rights Case No. 09-21-2357

Richard Melim vs. Coast CCD, Equal Employment Opportunity Commission Case No. 480-2022-00190

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

Jose Altamarino vs. Coast CCD, WCAB Case No. 14539641

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

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

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

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

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

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

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

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

Phuong Phan vs. Coast CCD, WCAB Case No. 15039592

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

c. 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
Custodial Services Team Leader
7. Approval of Appointment of Confidential Staff
8. Approval of Reclassification and Reorg/Reassignment, Classified Staff
Maintenance Specialist II
Student Success & Equity Specialist Senior
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 Assistant to the VP
12. Ratification of Project-Specific Assignment, Classified Staff Administrative Assistant I
Administrative Assistant to the VP

d. 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),

Classified Managers and Educational Administrators

1.05 Reconvene to Open Session

The meeting was reconvened by Board President Hornbuckle at 5:02 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. Public Employment**, on a motion by Trustee Grant, seconded by Trustee Moreno, the Board voted to approve and ratify the public employment items.

(See Appendix pages 12-14)

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 Authorization under Brown Act, Government Code § 54953(e), for Conducting Board Meetings Remotely Due to the COVID-19 Emergency Because Meeting in Person Would Present Imminent Risks to the Health or Safety of Attendees

On a motion by Trustee Prinsky, seconded by Trustee Grant, the Board voted to find that, for the next month, the state of emergency continued to directly impact the ability of the Trustees to meet safely in person, and state or local officials continued to impose or recommend measures to promote social distancing.

Motion carried with the following vote:

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

2.02 OCC - Faculty/Student/Program Highlight

Alexandra Yates, Faculty/Program Coordinator at Orange Coast College highlighted the Food Service Management Recovery Kitchen. On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board directed the Chancellor to forward the presentation with a letter promoting the program to First Lady Jill Biden.

Motion carried with the following vote:

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

2.03 DIS - Measure M Citizens' Oversight Committee Annual Report FY 2020-21

Dr. Andy Dunn, Vice Chancellor of Finance and Administrative Services, presented the Measure M Citizens' Oversight Committee Annual Report for FY 2020-21.

2.04 DIS - Measure M Citizen's Oversight Committee Quarterly Project Report, District Facilities, Planning and Construction Report (Local Hiring, Diversity, Labor Compliance, and Payroll Certification), and Bidding Report

Dr. Andy Dunn, Vice Chancellor of Finance and Administrative Services, presented the second quarter Measure M Quarterly Project Report, District Facilities, Planning, and Construction Report (Local Hiring, Diversity, Labor Compliance, and Payroll Certification), and a Quarterly Bidding Report.

2.05 DIS - Covid-19 Protocols and Practices Update

Chancellor Weispfenning provided a review of the latest data regarding Covid-19 transmissions in the region, and discussed the reasons for recommended shifts in District protocols and practices. Dr. Andreea Serban, Vice Chancellor of Educational Services and Technology, gave an update on the testing program.

On a motion by Trustee Grant, seconded by Trustee Prinsky, the Board voted to (a) relax the requirements for face coverings and strongly recommend wearing masks indoors; (b) end the testing program at the conclusion of the spring semester, and (c) in lieu of a mandate, adopt a position of strongly recommending vaccinations and boosters for all employees and students, beginning June 1, 2022.

Motion carried with the following vote:

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

2.06 DIS - Support for Funding of Prioritized Campus Projects through Federal Fund for Innovation in Post-Secondary Education

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to advocate for projects or training determined to qualify for funding of prioritized campus projects through Federal Fund for Innovation in Post-Secondary Education.

Chancellor Weispfenning noted that congressional representatives were offering the opportunity for funding of equipment and professional development training through the Fund for Innovation in Post-Secondary Education. The opportunity had been discussed and endorsed at the recent Board Legislative Affairs Committee meeting. Advocacy would be accomplished through support letters and meetings with members of congress.

Motion carried with the following vote:

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

2.07 Board Meeting Dates

The Board reviewed upcoming meeting dates.

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

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

2.09 Board Directives and Reports Log

The Board reviewed the Board Directives and Reports Log.

3.00 Consent Calendar (Items 4.01 - 14.01)

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

Motion carried with the following vote:

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

15.00 Discussion Calendar

16.00 Approval of Non-Standard Agreements in Excess of \$99,100

16.01 DIS- Non-standard Schedule of Applications and Services, Service Level Agreement, Master Services Agreement, and Data Sharing Addendum with Civitas Learning, Inc.

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to approve the Non-standard Schedule of Applications and Services, Service Level Agreement, Master Services Agreement, and Data Sharing Addendum with Civitas Learning, Inc.

The agreement renewed the utilization of the web-based schedule planner, College Scheduler, through May 5, 2025. Over 80% of students enrolled in the District used the online platform each term to develop their schedules.

Term: May 5, 2022 – May 5, 2025

Fiscal Impact: \$64,134 annual subscription fee paid with categorical and general funds.

Motion carried with the following vote:

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

17.00 Revenue Generating Agreements/Contracts Over \$99,100

17.01 DIS - Funded Program

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve participation in the following funded program:

Coast Community College District received a Participation Agreement for the Orange County Regional Consortium 2021-22 allocation of Employer Engagement Funds under the Master Agreement DO-22-FASWPRFEE-0. The grant implemented a strategic, research-based approach that engaged all segments and stakeholders involved in workforce development to identify and implement solutions that were effective in addressing critical workforce development needs of the region.

Fiscal Impact: Coast Community College District received \$100,435 from January 1 to June 30, 2022. 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

18.00 Ratification/Approval of General Items of Business

18.01 DIS - Approval of Change Orders for Five Trade Contractors, Golden West College Language Arts Complex; Bid No. 2156

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve change orders to five trade contracts and authorize the President of the Board of Trustees or designee to sign any related documents.

As part of the Vision 2020 Facilities Master Plan, Golden West College constructed a 76,732 square foot complex to replace the existing Humanities Building. The project was partially state funded; thus trade package allowances were not authorized to be included in the contract to cover field adjustments, and each of the changes were authorized by the Board of Trustees.

Company	Bid Pkg #	Purchase Order	Current Contract Value	Change Order Amount	Revised Contract Value
Bogh	#01A	P362172	\$1,807,225	\$2,641	\$1,809,866
Whitehead Construction	#08A	P0362182	\$294,000	(-\$1,306)	\$292,694
Mirage Builders	#09A	P0326184	\$3,863,174	\$82,022	\$3,945,196
Alpha Mechanical	#023A	P0362196	\$3,255,301	\$35,928	\$3,291,229

A J Kirkwood	#026A	P0362198	\$4,975,547	\$63,471	\$5,039,018
Total:				\$182,756	

Fiscal Impact: \$182,756 (~1.27% Increase) paid with Measure M Bond Funds - GWC Language Arts Complex

Motion carried with the following vote:

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

18.02 DIS - Approval of Executive Educational Administrator Employment Agreement for Vice Chancellor of Finance and Administrative Services

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve the Executive Educational Administrator Employment Agreement with Marlene Drinkwine as Vice Chancellor of Finance and Administrative Services, commencing on July 1, 2022 and ending on June 30, 2025 at an annual salary of \$271,402.

Motion carried with the following vote:

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

18.03 DIS - Adoption of Proposed Coast Community College District Hazard Mitigation Plan

On a motion by Trustee Patterson, seconded by Trustee Grant, the Board voted to adopt the Coast Community College District Hazard Mitigation Plan as revised.

The Coast Community College District Hazard Mitigation Plan (Plan) was developed by the District Hazard Mitigation Planning Team, using Federal Emergency Management Agency (FEMA) grant proceeds under grant number FEMA-1810-DR-CA. FEMA required the District to formally adopt the Plan as a final action in order to close out the District's participation in this FEMA grant program. Through the term of the grant, the District received the sum of \$124,999.75 to develop a FEMA-approved hazard mitigation plan.

Fiscal Impact: The acceptance of the FEMA approved Plan would qualify the District to apply for future Emergency Management and/or Homeland Security grant funding, and qualify the District to participate in mitigation related projects. There was no cost to the District to receive and adopt the Hazard Mitigation Plan.

Motion carried with the following vote:

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

19.00 Resolutions

19.01 Resolution #22-20 Authorization to Purchase Audio Visual Equipment from Golden Star Technology for Distance Learning at Coastline College

On a motion by Trustee Moreno, seconded by Student Trustee Sahachaisere, the Board voted to adopt Resolution #22-20 authorizing the use of a cooperative purchasing agreement to purchase audio-visual equipment from Golden Star Technology for Coastline College's Distance Learning classrooms.

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. With the approval of this purchase, all necessary audio-visual equipment was procured for the renovation of three Distance Learning classrooms at Coastline College.

Fiscal Impact: \$120,859.76 paid with Strong Workforce Grant Funds.

Motion carried with the following vote:

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

20.00 Policy Approval/Procedure Ratification

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

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

Chapter 2. Board of Trustees

BP 2435 Evaluation of the Chancellor

Chapter 3. General Institution

BP 3600 Auxiliary Organizations

AP 3600 Auxiliary Organizations

Chapter 5. Student Services

BP 5030 Fees

AP 5030 Fees

BP 5700 Intercollegiate Athletics

AP 5700 Intercollegiate Athletics

Chapter 7. Human Resources

BP 7110 Delegation of Authority, Human Resources

AP 7110 Delegation of Authority, Human Resources

Motion carried with the following vote:

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

Noes: None

Abstain: None

Absent: None

21.00 Approval of Minutes

21.01 DIS - Minutes

On a motion by Trustee Moreno, seconded by Trustee Patterson, the Board voted to approve the Minutes of the Regular Meeting of April 6, 2022.

Motion carried with the following vote:

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

Noes: None

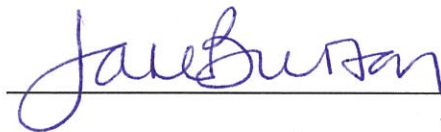
Abstain: None

Absent: None

22.00 Close of Meeting

22.01 Adjournment

The Board adjourned the meeting in memory of Dottie Duddridge at 6:25 p.m.



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.....	12-14

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 Administrative 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:

Name	LOC	Title	Start Date	Vacancy #
Adame, Jeanette	GWC	Instructor, History	08/26/22	8-G-23
Barrios, Andrea	CCC	Instructor, Cybersecurity	08/26/22	1-C223
Calcanas, Ruth	GWC	Instructor, Sociology	08/26/22	11-G-23
Singh, Herman	GWC	Instructor, Economics	08/26/22	6-G-23

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 \$48.601/hr based on the part-time faculty daily miscellaneous teaching rate for services rendered during the 2021-22 academic year.

CCC

Leffler, Eric
Grozingier, Michelle

Discipline

Art
ESL

OCC

Buchanan, Nancy
Flecky, Allison

Discipline

Consumer & Health Sciences
Culinary Arts

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:

None

4. Approval of Appointment of Educational Administrators

In accordance with Board Policies and Administrative 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 Administrative 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 Administrative 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>
Gomez, Armando	GWC	Custodial Services Team Leader + 7.5% Graveyard Differential	04/21/22	G-018-22

7. Approval of Appointment of Confidential Staff

In accordance with Board Policies and Administrative 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:

Reclassification

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Macario, Inocente	OCC	Maintenance Specialist I	Maintenance Specialist II	04/01/22
Oh, Connie	OCC	Student Success & Equity Specialist	Student Success & Equity Specialist Senior	04/01/22

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>
*Schulte, Rita	OCC	Budget Technician	Assistant to the VP	04/01/22	06/30/22
*Work Experience Program					

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>
Cox, Sheila	GWC	Administrative Assistant I	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	04/18/22	07/15/22
Contreras, Nelson	GWC	Administrative Assistant to VP	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	04/18/22	07/15/22
Dittmer, Dawn	GWC	Administrative Assistant to VP	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	04/18/22	07/15/22
Lopez Daly, Yadira	GWC	Administrative Assistant to VP	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	04/18/22	07/15/22