

REGULAR MEETING MINUTES*

Board of Trustees Coast Community College District

Board Room

Wednesday, February 15, 2023

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

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on February 15, 2023 in the Board Room at the District Office located at 1370 Adams Avenue, Costa Mesa, CA.

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 Hornbuckle, Parker, Patterson and Prinsky
Student Trustee Bruning joined the meeting at 5:00 p.m.

Trustees Absent: Trustee Moreno

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. One case: Claim by Michael Gilmour

c. Conference with Legal Counsel: Existing Litigation

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

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

Crispina Barrita vs. Coast CCD, Orange County Superior Court Case No. 30-2022-01298015

Angela Bell vs. Coast CCD, California Court of Appeal Case No. G060741

Stanislav Dubrovskiy vs. Coast CCD, Arbitration

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

Coast Federation of Classified Employees vs. Coast CCD, Public Employment Relations Board Case No. LA-CE-6772-E

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

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

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

Stephen O'Connor vs. Coast CCD, WCAB Case No. 17191697

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

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

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

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
Director of Campus Security
District Budget Director and Grants Manager
6. Approval of Appointment of Classified Staff
Enterprise Reporting Analyst Senior
Instructional Assistant
7. Approval of Appointment of Confidential Staff

8. Approval of Reclassification and Reorg/Reassignment, Classified Staff
IT Business Process Analyst
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
Administrative Assistant II
Administrative Assistant II
12. Ratification of Project-Specific Assignment, Classified Staff
Administrative Assistant I, PR
Cyber Security Project Specialist
Financial Aid Specialist
Maintenance Specialist II
Public Safety Operations Coordinator
Receptionist

d. Conference with Labor Negotiator

Pursuant to *Government Code* Section 54957.6

District Negotiators:

Dr. Marco Baeza, Vice Chancellor Human Resources
Dr. Whitney Yamamura, 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 5:10 p.m.

1.06 Pledge of Allegiance

Trustee Patterson led the Pledge of Allegiance.

1.07 Report of Action in Closed Session

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

For **Item 1.04 a. Public Employee Discipline/Dismissal/Release**, on a motion by Trustee Parker, seconded by Trustee Patterson, the Board voted to approve the resignation agreement of a classified manager.

Motion carried with the following vote:

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

For **Item 1.04 b. Conference with Legal Counsel: Anticipated Litigation**, on a motion by Trustee Patterson, seconded by Trustee Parker, the Board voted to accept the claim filed by Michael Gilmour.

Motion carried with the following vote:

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

For **Item 1.04 c. Conference with Legal Counsel: Existing Litigation**, on a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to respond to the lawsuit in the Barrita case.

Motion carried with the following vote:

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

For **Item 1.04 d. Public Employment**, on a motion by Trustee Prinsky, seconded by Trustee Parker, the Board voted to approve and ratify the public employment items.
(See Appendix pages 13-15)

Motion carried with the following vote:

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

1.08 Public Comment

Ron Glapion, Nicholas Patrick, Theresa De Los Santos and Rob Schneiderman addressed the Board.

1.09 Oath of Office for Student Trustee

The District Student Council Selection Committee convened on February 10, 2023 and voted to elect John Bruning as Student Trustee for the remainder of the 2022-2023 school year. Board President Mary Hornbuckle officiated the Oath of Office.

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

2.01 Faculty/Student/Program Highlight

Dr. Chad Bowman, Director of Disabled Student Services, and Denise Bon, Counselor, highlighted the Golden West College Comprehensive Autism Program.

2.02 Annual Institutional Effectiveness Report 2021-22

Vice Chancellor Andreea Serban presented the District's annual assessment of institutional effectiveness. The report was divided into four major areas related to the District's and Colleges' missions, goals, functions, and resources. Topics included: Student Learning, Achievement, and Development; Student Outreach and Responsiveness to the Community; Faculty, Staff, and Administrators/Managers; and Fiscal Support.

2.03 Board Meeting Dates

The Board reviewed upcoming meeting dates.

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

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

2.05 Board Directives and Reports Log

The Board reviewed the revised Board Directives and Reports Log.

3.00 Consent Calendar (Items 4.01 - 15.01)

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

Motion carried with the following vote:

Ayes: Trustees Hornbuckle, Parker, Patterson, Prinsky and Bruning
Noes: None
Abstain: None
Absent: Trustee Moreno

16.00 Discussion Calendar

17.00 Approval of Non-Standard Agreements in Excess of \$109,300

17.01 DIS - Non-Standard Amendment #4 to the Independent Contractor Agreement with Crowe, LLP

On a motion by Trustee Parker, seconded by Trustee Patterson, the Board voted to approve Amendment #4 to the Independent Contractor Agreement with Crowe, LLP.

On November 6, 2019, the Board of Trustees approved a non-standard agreement with Crowe, LLP for external audit services. Consistent with the cost of services set forth in the original RFP, Amendment #4 detailed engagement scope of work and cost for Fiscal Year 2022-23 audit services as follows:

- Assist in preparation, review and signing tax returns
- Audit for fiscal year ending June 30, 2023
- Measure M Financial Statement and Performance Audit for year ending June 30, 2023

Rob Schneiderman addressed the Board.

Term: March 10, 2023 – May 15, 2024

Fiscal Impact

Original Agreement: \$135,500

Amendment #1: \$48,000

Amendment #2: \$132,500

Amendment #3: \$152,500

Amendment #4: \$264,500

New Total: \$733,000

Paid with General Funds

Motion carried with the following vote:

Ayes: Trustees Hornbuckle, Parker, Patterson, Prinsky and Bruning
Noes: None
Abstain: None
Absent: Trustee Moreno

18.00 Revenue Generating Agreements/Contracts Over \$109,300

18.01 DIS - Funded Program

On a motion by Trustee Prinsky, seconded by Trustee Parker, the Board voted to approve participation in the following funded program and revision to the contract.

Orange Coast College received a revision to the funding agreement for the California Regional K-16 Education Collaborative grant from the Orange County Department of Education. The purpose of the funding was to strengthen education-to-workforce pathways; strengthen partnerships and pipelines from high school to postsecondary institutions; and create and support effective work-based learning programs and opportunities. The revision extended the funding period end term from June 30, 2026, to August 31, 2026. All other terms and conditions remained unchanged.

Fiscal Impact: Orange Coast College received \$700,000 from the date the grant agreement was fully executed to August 31, 2026. No matching funds required.

Motion carried with the following vote:

Ayes:	Trustees Hornbuckle, Parker, Patterson, Prinsky and Bruning
Noes:	None
Abstain:	None
Absent:	Trustee Moreno

19.00 Ratification/Approval of General Items of Business

19.01 OCC - Approval of Tuition Fee Increase for Early Childhood Lab School for 2023-2024 Academic Year

On a motion by Trustee Patterson, seconded by Trustee Parker, the Board voted to approve the Orange Coast College Early Childhood Lab School tuition fee increase of 5% effective July 1, 2023.

The Orange Coast College Early Childhood Lab School increased annual tuition by 5% for the 2023-2024 academic year to be in alignment with local preschools relative to program hours. The Lab School was self-supporting and operated under a fee for service model, which generated revenue solely from tuition payments. The increase in tuition supported budget sustainability and viability of the program.

Fiscal Impact: No cost to the District.

Motion carried with the following vote:

Ayes:	Trustees Hornbuckle, Parker, Patterson, Prinsky and Bruning
Noes:	None
Abstain:	None
Absent:	Trustee Moreno

19.02 DIS - Ratification of New Classified Management and Classified Staff Job Specifications

On a motion by Trustee Patterson, seconded by Trustee Parker, the Board voted to ratify the following new Classified Management and Classified Staff job specifications:

Classified Management

K-16 Programs Project Coordinator (*new grant funding awarded – position will support K-16 grant programs and initiatives*)

Classified Staff

Administrative Assistant - Chancellor's Office

Motion carried with the following vote:

Ayes:	Trustees Hornbuckle, Parker, Patterson, Prinsky and Bruning
Noes:	None
Abstain:	None
Absent:	Trustee Moreno

19.03 DIS - Approval of Update to the Emergency Conditions Recovery Plan

On a motion by Trustee Parker, seconded by Trustee Prinsky, the Board voted to approve the Update to the Emergency Conditions Recovery Plan.

At the August 17, 2022 meeting, the Board approved the Emergency Conditions Recovery Plan for the District. The submission of the plan was one of the requirements for approval to receive additional funding under the 2022-23 Covid-19 Emergency Conditions Allowance. The District developed the Update to the Emergency Conditions Recovery Plan for approval by the Board to maintain approval through 2022-23.

Motion carried with the following vote:

Ayes:	Trustees Hornbuckle, Parker, Patterson, Prinsky and Bruning
Noes:	None
Abstain:	None
Absent:	Trustee Moreno

19.04 DIS - Adoption of Joint Initial Bargaining Proposal between the Coast Community College District and the Coast Community College Association - California Teachers Association/National Education Association for negotiations on a Part-time Faculty Health Insurance Program and to open Article II (Definitions)

On a motion by Trustee Prinsky, seconded by Trustee Parker, the Board voted to adopt the Joint Proposal between the District and CCA to begin negotiations regarding the Part-Time

Faculty Health Insurance Program and to open Article II, Definitions of the collective bargaining agreement.

Pursuant to Section 3547 of the Government Code, the Coast Community College District and the Coast Community College Association - California Teachers Association/National Education Association, Local 1152 presented their joint Initial Bargaining Proposal to begin negotiations regarding the impacts and effects of AB 190, the Higher Education Budget Trailer Bill, for a new system-wide Part-Time Faculty Health Insurance Program and to open Article II, Definitions, of the collective bargaining agreement.

Motion carried with the following vote:

Ayes:	Trustees Hornbuckle, Parker, Patterson, Prinsky and Bruning
Noes:	None
Abstain:	None
Absent:	Trustee Moreno

20.00 Resolutions

20.01 Resolution #23-6 Authorization to Purchase TimelyMD Bronze Program for Golden West College's Student Health Center Telehealth and Tele-mental Health Services

On a motion by Trustee Parker, seconded by Trustee Prinsky, the Board voted to adopt Resolution #23-6 authorizing the use of a cooperative purchasing agreement to purchase TimelyMD Bronze Program from Timely Telehealth, LLC. For Golden West College's Student Health Center.

Public Contract Code Section 20652 provided authority for the Board of Trustees, without advertising for bids, to use another public agency's contracts for the lease or purchase of equipment, materials, supplies, or other personal property when the Board determined the transaction to be in the best interests of the District. Golden West College purchased a telehealth and tele-mental health program as part of its Student Health Center services.

Fiscal Impact: \$12.75 per student per year plus a \$10,000 Campus Support and Training Fee for a total of \$137,500 for approximately 10,000 students, total amount subject to change per the eligibility file certifying actual enrollment after census date. Paid with Mental Health Support Grant fund.

Motion carried with the following vote:

Ayes:	Trustees Hornbuckle, Parker, Patterson, Prinsky and Bruning
Noes:	None
Abstain:	None
Absent:	Trustee Moreno

20.02 Resolution #23-7 Establishing Nonresident Tuition Fee for FY 2023-24

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to adopt Resolution #23-7 establishing the Nonresident Tuition Fee for FY 2023-24.

Fiscal Impact: No direct cost associated with the resolution; however, it was integral to fiscal operations.

Motion carried with the following vote:

Ayes:	Trustees Hornbuckle, Parker, Patterson, Prinsky and Bruning
Noes:	None
Abstain:	None
Absent:	Trustee Moreno

20.03 Resolution #23-8 Preserving the Lifelong Learning and Self-Development General Education Transfer Pattern

On a motion by Trustee Prinsky, seconded by Trustee Parker, the Board voted to adopt revised Resolution #23-8 in support of preserving life-long learning, self-development, and Kinesiology education opportunities through equitable implementation of AB 928 that considered California Community College students.

Motion carried with the following vote:

Ayes:	Trustees Hornbuckle, Parker, Patterson, Prinsky and Bruning
Noes:	None
Abstain:	None
Absent:	Trustee Moreno

20.04 Resolution #23-11 Granting Board Secretary Authority

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to adopt Resolution #23-11 granting Board Secretary authority to the District Director, Public Affairs, Marketing, and the Foundation.

Motion carried with the following vote:

Ayes:	Trustees Hornbuckle, Parker, Patterson, Prinsky and Bruning
Noes:	None
Abstain:	None
Absent:	Trustee Moreno

21.00 Approval of Minutes

21.01 DIS - Minutes

On a motion by Trustee Parker, seconded by Trustee Prinsky, the Board voted to approve the Minutes of the Regular Meeting of February 1, 2023.

Motion carried with the following vote:

Ayes:	Trustees Hornbuckle, Parker, Patterson, Prinsky and Bruning
Noes:	None
Abstain:	None
Absent:	Trustee Moreno

22.00 Close of Meeting

22.01 Adjournment

The meeting was adjourned in memory of Robert Evans at 6:17 p.m.



Erik Fallis
Secretary of the Board

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

APPENDIX

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Public Employment.....	13-15

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:

None

2. Ratification of Appointment of Substitutes, Academic Staff

Part Time Faculty Substitute

It is recommended by the Vice Chancellor of Human Resources that the following individuals be appointed as substitutes, pursuant to *Education Code* Section 87482.5 and subject to Board Policies governing such appointments, to be paid \$51.789/hr based on the part-time faculty daily miscellaneous teaching rate for services rendered during the 2022-23 academic year.

OCC

Faulkner, Jill

Discipline

Biology

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:

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Vacancy #</u>
Alvarez, Araceli	DIST	District Budget Director and Grants Manager	02/20/23	DM-005-23
Toyer, Robert	GWC	Director of Campus Security	02/20/23	GM-004-23

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>
*Mihatov, Janell	DIST	Enterprise Reporting Analyst Senior	02/21/23	D-008-23
Webb, Austin	OCC	Instructional Assistant	02/21/23	O-030-23

***Exception to BP7310**

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>
Spiratos, Jerry	*DIST	IT User Support Analyst	IT Business Process Analyst	02/01/23

***Revision of Location from 02/01/23 Board Agenda**

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>
Garcia, Esther	CCC	Student Program Specialist	Administrative Assistant II	01/23/23	04/30/23
Le, Thuy (Mindy)	CCC	Office Services Assistant	Administrative Assistant II	01/23/23	04/30/23

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>
Fujianto, Handrias	CCC	Cyber Security Project Specialist	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	01/03/23	03/31/23
House, Dana	DIST	Receptionist	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	02/16/23	04/30/23
Long, Mark	GWC	Financial Aid Specialist	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	12/05/22	01/31/23
Osuna Wong, Elizabeth	DIST	Administrative Assistant I, PR	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	02/16/23	04/30/23

Extension of End Dates for Out of Class Special Assignments

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Extend From</u>	<u>Extend To</u>
Nguyen, Annie	GWC	Public Safety Operations Coordinator	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	02/01/23	04/30/23
Topete, Ruben	OCC	Maintenance Specialist II	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	01/01/23	03/31/23