

# **REGULAR MEETING MINUTES\***

## **Board of Trustees Coast Community College District**

**Board Room**

**Wednesday, December 6, 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 December 6, 2023 in the Board Room the District Office 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, Moreno, Parker, Patterson and Prinsky  
Student Trustee Bruning joined the meeting at 5:00 p.m.

Trustees Absent: None

#### **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 at 4:02 p.m. to discuss the following:

##### **a. Public Employee Discipline/Dismissal/Release**

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

##### **b. Conference with Legal Counsel: Anticipated Litigation**

Potential initiation of litigation pursuant to sub-section "d-4" of *Government Code* § 54956.9: One case

**c. Conference with Legal Counsel: Existing Litigation**

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

*Veronica Arend vs. Coast CCD et al.*, Orange County Superior Court Case No. 30-2022-01282583

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

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

*Coast CCD vs. Talon Brunelle*, Orange County Superior Court Case No. 30-2023-01341701

*Stanislav Dubrovskiy vs. Coast CCD*, Arbitration

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

*Elaine Folayan vs. Coast CCD*, Orange County Superior Court Case No. 30-2023-01322946

*Orange County Choppers Design Properties, LLC vs. Coast CCD*, U.S. Trademark Trial and Appeal Board Cancellation No. 92082762

*Louis Tran vs. Coast CCD et al.*, Orange County Superior Court Case No. 30-2023-01336537

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

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

*Beatriz Cruz vs. Coast CCD*, WCAB Case No. 17668214

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

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

*Maria Garcia vs. Coast CCD*, WCAB Case No. 17640505

*Rafael Herrera vs. Coast CCD*, WCAB Case No. 17377894

*Eustorgia Leon vs. Coast CCD*, WCAB Case No. 17773138

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

*Phuong Pham vs. Coast CCD*, WCAB Case No. 15039592

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

**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 Executive Educational Administrator, Special Assignment  
Special Technology Advisor
5. Approval of Appointment of Educational Administrators  
Acting Athletic Director  
Acting Dean  
Acting Vice President
6. Approval of Appointment of Classified Management  
Deputy Chief Information Technology Officer  
Director, Student Life & Leadership Development

7. Approval of Appointment of Classified Staff
  - Administrative Assistant
  - Athletic Trainer
  - Café Assistant
  - Custodian Senior
  - District Contract Specialist
  - Division Area Office Coordinator
  - IT Applications Developer
  - IT Business Process Analyst
  - Outreach Specialist- CTE
8. Approval of Appointment of Confidential Staff
9. Approval of Reclassification and Reorganization/Reassignment, Classified Staff
10. Ratification of Temporary Out of Class Assignments, Classified Management
11. Ratification of Project-Specific Assignment, Classified Management
12. Ratification of Temporary Out of Class Assignments, Classified Staff
  - Recycling Center Technician, Lead
13. Ratification of Project-Specific Assignment, Classified Staff
  - Administrative Assistant
  - Administrative Assistant to the VP
  - Facilities Utilization Specialist

**e. Conference with Labor Negotiator**

Pursuant to *Government Code* § 54957.6

District Negotiators:

Dr. Whitney Yamamura, Chancellor

Marlene Drinkwine, Vice Chancellor Finance and Administrative Services

Crystal Crane, Executive Director Human Resources (for CCCA-CTA/NEA)

Employee Groups:

Coast Federation of Classified Professionals (CFCP)

Coast Federation of Educators/American Federation of Teachers (CFE/AFT)

Coast Community College Association-California Teachers Association/National Education Association (CCCA-CTA/NEA)

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 5:04 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 b. Conference with Legal Counsel: Anticipated Litigation**, on a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the settlement agreement with Columbia Steel.

Motion carried with the following vote:

Ayes:	Trustees Hornbuckle, Moreno, Parker, 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 Parker, the Board voted to approve and ratify the public employment items.

Motion carried with the following vote:

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

## **1.08 Public Comment**

Thomas LiBrizzi Jr., Marc Kepler, Marlo Smith, Dash Johnson and Charles Young addressed the Board.

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

### **2.01 Acceptance of Retirements**

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

Bebe Bach, Human Resources Generalist, DIS, Retirement Date December 31, 2023  
Jerry Castillo, Counselor, GWC, Retirement Date December 30, 2023  
Diane De Pretto, Instructional Load & Pay Analyst, DIS, Retirement Date December 30, 2023  
Lynn Krieger, Research Assistant, OCC, Retirement Date December 31, 2023  
Mark Templin, Marine Program Specialist, OCC, Retirement Date December 31, 2023

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

Motion carried with the following vote:

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

On a motion by Trustee Parker, seconded by Trustee Prinsky, the Board voted to correct the retirement date for Lynn Krieger to December 30, 2023.

Motion carried with the following vote:

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

## **2.02 Reports from the Presidents of Student Government Organizations**

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

Jessica Lopez, Coastline College  
Darla Nunez, Golden West College

## **2.03 CCFS 311Q-Q1 Memo FY 2023-24**

Vice Chancellor Drinkwine presented the Quarterly Financial Status Report. Title 5, California Code of Regulations, Section 58310 required the District to file a Quarterly Financial Status Report (CCFS-311Q) with the California Community Colleges Chancellor's Office following completion of the first, second, and third quarter of the fiscal year.

## **2.04 Internal Audit Quarterly Report and Approval of Revisions to the 2023-2024 Strategic Audit Plan**

On a motion by Trustee Parker, seconded by Trustee Prinsky, the Board voted to approve the revised 2023-2024 Internal Audit Strategic Work Plan and receive and file the accompanying reports.

Rachel Snell, Internal Audit Director, provided a quarterly report that included projects completed, projects in progress, other services provided, and a revised strategic work plan.

Motion carried with the following vote:

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

## **2.05 Appointment to the Measure M Citizens' Oversight Committee to Fill Vacant Positions**

On a motion by Trustee Prinsky, seconded by Trustee Parker, the Board voted to appoint Shana Jenkins and Howard Herzog for the At-Large seats and Ellen Riley for the Senior Citizen Organization seat. Candidate terms were effective January 1, 2024.

The District sought to fill four Measure M Citizens' Oversight Committee vacancies. Senior Citizen Organization, Taxpayer Organization and two At-Large seats were vacant. Three candidates affirmed interest and were recommended for consideration.

Motion carried with the following vote:

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

## **2.06 Apprenticeships**

Vice Chancellor Serban, Vice President of Instruction Isela Ocegueda, and Dean of Technology Don Carlson presented an overview of the framework and requirements of apprenticeship programs and information on the apprenticeship programs implemented and under development by Orange Coast and Coastline Colleges.

## **2.07 Board Meeting Dates**

On a motion by Trustee Parker, seconded by Trustee Prinsky, the Board voted to approve the 2024 meeting dates as presented.

Motion carried with the following vote:

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

## **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 – 17.01)**

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

Motion carried with the following vote:

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

## **18.00 Discussion Calendar .**

## **19.00 Approval of Standard Agreements in Excess of \$109,300**

### **19.01 DIS - Standard Architectural Services Agreement with tBP Architecture**

On a motion by Trustee Parker, seconded by Trustee Moreno, the Board voted to approve the Standard Architectural Services Agreement with tBP Architecture.

On September 28, 2023 the District issued RFP #2192, seeking qualified architectural/engineering to provide professional design services for the pre-design, design, bidding, construction, and post-construction phases of the Fine Arts Renovation project at Golden West College. The District published this advertisement two consecutive weeks in the Daily Pilot. In addition, the District sent a direct announcement to 458 firms through the Planet Bids Vendor Portal. The District received proposals from 14 firms.

A selection committee was convened, consisting of Golden West College and District Office personnel to review and evaluate all respondents. Respondents were evaluated and scored based on (1) approach to the project and management plan, (2) experience of the team proposed, (3) cost, (4) depth and relevance of the team's experience, (5) references, (6) overall firm capability and resources, and (7) the team's overall understanding of the project.

Based on the initial scoring, the following six firms were short-listed and invited to participate in the interview phase: DLR Group, Johnson Favaro, HMC Architects, Lionakis, M. Arthur Gensler Jr and Associates, and t/BP Architecture. Interviews were held on November 13 and

15, 2023, at which time the committee recommended the selection of tBP Architecture for the project.

**Term:** December 7, 2023 - June 30, 2027

**Fiscal Impact:** \$2,672,750 split between General Obligation Measure M Bond Funds & State Proposition 51 Funds.

Motion carried with the following vote:

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

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

### **20.01 GWC - Ratification of Non-Standard University of California Transfer Applicant Data-Sharing Program Participant Agreement with University of California, Office of the President**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to ratify the Non-Standard University of California Transfer Applicant Data-Sharing Agreement with University of California, Office of the President.

The agreement allowed Golden West College to form a collaborative effort to increase the number of community college transfer students to University of California through data sharing.

**Term:** November 15, 2023 and continues thereafter until terminated by either party.

**Fiscal Impact:** No cost to the District.

Motion carried with the following vote:

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

### **20.02 OCC - Revision to Authorization to Conduct Short-term Study Abroad Program - Guerrero Negro, Baja California, Mexico, February 2024**

On a motion by Trustee Moreno, seconded by Trustee Parker, the Board voted to authorize the revision to the study abroad program in Guerrero Negro, Baja California, Mexico from February 16, 2024 through February 19, 2024.



All logistical arrangements would be handled by the program service provider Andiamo Travel. The revision was to include Angelina Komatovich as faculty for the program in addition to Mary Blasius.

**Fiscal Impact:** The cost changed from \$4,003 to \$3,379.77. Funded by the College; the program generated full-time equivalent students.

Motion carried with the following vote:

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

### **20.03 DIS - Approval of Educational Administrator Employment Agreements**

On a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to approve the Educational Administrator Employment Agreements for the following individuals at the following annual compensation, including doctoral stipends where applicable:

<u>First Name</u>	<u>Last Name</u>	<u>Salary</u>
Shelly	Blair	\$217,655
Don	Bui	\$150,459
Mai	Le	\$158,190
Tommy	Neal	\$217,655
Christine	Nguyen	\$251,578
Natalie	Schonfeld	\$217,655
Michael	Scott	\$150,459
Nicholas	Wright	\$141,236
Aeron	Zentner	\$217,655
Chad	Bowman	\$162,143
Judy	Cheng-Chen	\$188,023
Ricky	Hicks	\$212,345
Daniel	Johnson	\$183,439
Linda	Ju-Ong	\$150,459
Claudia	Lee	\$251,578
Alice	Martanegara	\$188,023
Meridith	Randall	\$251,578
Gisela	Verduzco	\$201,132
Timothy K.	Vu	\$188,023

Rozanne	Capoccia-White	\$217,655
Donald	Carlson	\$180,559
Jason	Constein	\$162,143
Kelly	Daly	\$188,023
Renee	De Long	\$217,655
Tara	Giblin	\$217,655
Nathan	Jensen	\$188,023
Jason	Kehler	\$188,023
Michael	Mandelkern	\$217,655
Sara	Martinez	\$150,459
Shannon	Quihuiz	\$212,345
Michael	Sutliff	\$217,655
Stephen	Tamanaha	\$217,655
Derek	Vergara	\$217,655

Motion carried with the following vote:

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

#### **20.04 DIS - Approval of Acting Educational Administrator Employment Agreement Amendment (Ricky Hicks, GWC)**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Amendment with revised contract dates for the Acting Educational Administrator Employment Agreement with Ricky Hicks, Acting Vice President at Golden West College.

Motion carried with the following vote:

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

#### **20.05 DIS - Approval of Amendment to Educational Administrator Employment Agreement (Sonia Duran, OCC)**

On a motion by Trustee Parker, seconded by Trustee Prinsky, the Board voted to approve the Amendment with Sonia Duran at a revised annual salary of \$141,236.

Motion carried with the following vote:

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

**20.06 DIS - Approval of Amendment to Acting Educational Administrator Employment Agreement (Daniel Johnson, GWC)**

On a motion by Trustee Patterson, seconded by Trustee Moreno, the Board voted to approve the Amendment with revised contract dates for the Acting Educational Administrator Employment Agreement with Daniel Johnson, Acting Dean at Golden West College.

Motion carried with the following vote:

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

**20.07 DIS - Approval of Amendment to Acting Educational Administrator Employment Agreement (Timothy Bremen, GWC)**

On a motion by Trustee Parker, seconded by Trustee Moreno, the Board voted to approve the Amendment with revised contract dates for the Acting Educational Administrator Employment Agreement with Timothy Bremen, Acting Athletic Director at Golden West College.

Motion carried with the following vote:

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

**20.08 DIS - Approval of Executive Educational Administrator Employment Agreement (Rupa Saran, DIST)**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to approve the Executive Educational Employment Agreement with Rupa Saran as Special Technology Advisor for the Chancellor and State Chancellor's Office/Chief Information Technology Officer at an annual salary of \$264,924.

Motion carried with the following vote:

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

#### **20.09 DIS - Approval of Revised LL-Executive Salary Schedule**

On a motion by Trustee Parker, seconded by Trustee Moreno, the Board voted to approve the revised LL-Executive Salary Schedule with the addition of Grade 1, effective January 1, 2024.

Motion carried with the following vote:

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

#### **20.10 DIS - Approval of Change Order No 1 to the Standard Design Build Contract with Therma LLC for Orange Coast College HVAC Upgrades**

On a motion by Trustee Moreno, seconded by Trustee Parker, the Board voted to approve Change Order No 1 to the Standard Design Build Contract with Therma LLC.

On May 4, 2022 the Board of Trustees approved the standard Design Build Contract with Therma, LLC for to modernize and replace Heating, Ventilation and Air Conditioning (HVAC) at twenty-five buildings on campus. The change order was for structural changes which were not reflected on the plans, and electrical upgrades to meet code.

**Term:** May 5, 2022 - February 28, 2024

**Fiscal Impact:**

Original Contract: \$7,000,000

Change Order No. 1: \$136,562

New Contract total: \$7,136,562 (1.95% Overall Increase)

Paid with OCC Scheduled Maintenance Funds

Motion carried with the following vote:

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

**20.11 DIS - Approval of Change Order No. 1 with Unlimited Environmental, Inc. for Golden West College General Education Building Abatement Project.; Bid No 2189**

On a motion by Trustee Prinsky, seconded by Trustee Moreno, the Board voted to approve Change Order No. 1 with Unlimited Environmental, Inc. for the Golden West College General Education Building Abatement Project; Bid No 2189.

On June 21, 2023 the Board awarded Bid No. 2189, Bid Package 12 – HVAC, to Unlimited Environmental, Inc., Inc for the Golden West College General Education Building Abatement Project. Change Order No. 1 resulted in the District receiving a credit back for the unused allowance on the project, indicating the completion of the contractor's scope of work without any unforeseen changes.

**Term:** June 22, 2023 – March 31, 2024

**Fiscal Impact:**

Original Contract: \$364,000

Change Order No. 1: (\$50,000)

New Contract Total: \$314,000 (13.7% Decrease)

Returned to General Obligation Measure M Bond Funds.

Motion carried with the following vote:

Ayes: Trustees Hornbuckle, Moreno, Parker, Patterson, Prinsky and Bruning

Noes: None

Abstain: None

Absent: None

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

On a motion by Trustee Parker, seconded by Trustee Prinsky, the Board voted to approve the change orders to four trade contracts.

Company	Bid Package #	Purchase Order	Current Contract Value	Change Order #	Final Change Order Before Retention Billing	Change Order Amount	Revised Contract Value
Columbia Steel	05A	P362175	\$4,561,755	06	Yes	(\$9,639)	\$4,552,116
Mirage Builders	09A	P362184	\$4,155,290	10	No	\$50,438	\$4,205,728
Pacific Plumbing of Santa Ana	22A	P362195	\$497,652	05	Yes	(\$1,903)	\$495,749
Alpha Mechanical	23A	P362196	\$3,330,448	09	No	\$35,523	\$3,365,971
		Total:	\$12,545,145			\$74,419	\$12,619,564

As part of the Vision 2020 Facilities Master Plan, Golden West College constructed a 76,732 square foot complex to replace the 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.

**Term:** February 18, 2021 – January 31, 2024

**Fiscal Impact:** \$74,419 (~0.59% Increase) paid with Measure M Bond Funds – GWC Language Arts Complex

Motion carried with the following vote:

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

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

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to authorize the Chancellor or designee to file a Notice of Completion on the following project 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.

Golden West College Language Arts Complex- Bid 2156  
Contractor: Bogh Engineering -Bid Package 01A

Golden West College Language Arts Complex- Bid 2156  
Contractor: Silverado Contractors -Bid Package 02B

Golden West College Language Arts Complex- Bid 2156  
Contractor: Bogh Engineering -Bid Package 03A

Golden West College Language Arts Complex- Bid 2156  
Contractor: Columbia Steel -Bid Package 05A

Golden West College Language Arts Complex- Bid 2156  
Contractor: Spooner's Woodworks Inc. -Bid Package 06A

Golden West College Language Arts Complex- Bid 2156  
Contractor: Best Contracting Services, Inc. -Bid Package 07A

Golden West College Language Arts Complex- Bid 2156  
Contractor: San Diego Sheet Metal -Bid Package 07B

Golden West College Language Arts Complex- Bid 2156  
Contractor: Courtney, Inc. -Bid Package 07C

Golden West College Language Arts Complex- Bid 2156  
Contractor: R&J Sheet Metal -Bid Package 07D

Golden West College Language Arts Complex- Bid 2156  
Contractor: Whitehead Construction, Inc. -Bid Package 08A

Golden West College Language Arts Complex- Bid 2156  
Contractor: Perfection Glass -Bid Package 08B

Golden West College Language Arts Complex- Bid 2156  
Contractor: Mirage Builders -Bid Package 09A

Golden West College Language Arts Complex- Bid 2156  
Contractor: Inland Pacific Tile, Inc. -Bid Package 09B

Golden West College Language Arts Complex- Bid 2156  
Contractor: Preferred Ceilings -Bid Package 09C

Golden West College Language Arts Complex- Bid 2156  
Contractor: Signature Flooring, Inc. -Bid Package 09D

Golden West College Language Arts Complex- Bid 2156  
Contractor: D&M Painting -Bid Package 09E

Golden West College Language Arts Complex- Bid 2156  
Contractor: ISEC Incorporated -Bid Package 10A

Golden West College Language Arts Complex- Bid 2156  
Contractor: Inland Building -Bid Package 14A

Golden West College Language Arts Complex- Bid 2156  
Contractor: Apex Fire -Bid Package 21A

Golden West College Language Arts Complex- Bid 2156  
Contractor: Pacific Plumbing of Santa Ana -Bid Package 22A

Golden West College Language Arts Complex- Bid 2156  
Contractor: Alpha Mechanical -Bid Package 23A

Golden West College Language Arts Complex- Bid 2156  
Contractor: AJ Kirkwood & Associates -Bid Package 26A

Golden West College Language Arts Complex- Bid 2156  
Contractor: Malcolm Drilling Company -Bid Package 31B

Golden West College Language Arts Complex- Bid 2156  
Contractor: Bogh Engineering -Bid Package 32A

Golden West College Language Arts Complex- Bid 2156  
Contractor: Marina Landscaping -Bid Package 32B

Golden West College Language Arts Complex- Bid 2156  
Contractor: JPI Development Group -Bid Package 33A

Golden West College General Education Abatement Project – Bid 2189  
Contractor: Unlimited Environmental Inc

Motion carried with the following vote:

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

## **21.00 Resolutions**

### **21.01 Resolution #23-41 Adopting the Board of Trustees Meeting Schedule for Calendar Year 2024**

On a motion by Trustee Prinsky, seconded by Trustee Patterson, the Board voted to adopt Resolution #23-41 for the Board of Trustees Meeting Schedule for Calendar Year 2024.

Motion carried with the following vote:

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



## **21.02 Resolution #23-46 Q1 Budget Transfers**

On a motion by Trustee Moreno, seconded by Trustee Parker, the Board voted to adopt Resolution #23-46 for approval of Q1, July-September, 2023 Budget Transfers for FY 2023-24.

The California Code of Regulations (Title V) Section 58307, required the Board of Trustees to approve, by a majority vote, all transfers of funds between expenditure classifications. There was a total of 585 transfers for July-September 2023, of which 381 were restricted.

**Fiscal Impact:** There was no cost associated with the Resolution.

Motion carried with the following vote:

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

## **21.03 Resolution #23-47 Q1 Budget Revision**

On a motion by Trustee Moreno, seconded by Trustee Prinsky, the Board voted to adopt Resolution #23-47 for approval of the Q1 Budget Revision, Increase of Income and Expenditure for July-September 2021, FY 2023-24.

On September 6, 2023, the Coast Community College District Board of Trustees adopted the 2023-24 FY budget. Some programs were not known at the time of adoption of the District Budget, and at each quarter a resolution was advanced to the Board to reconcile emerging fiscal data.

As of September 30, 2023, district administration projected a net budget decrease of \$629,013 during 2023-2024.

**Fiscal Impact:** There was no cost associated with the Resolution.

Motion carried with the following vote:

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

## **21.04 Resolution #23-49 Approval of Change Order No.5 for the Golden West College Language Arts Complex; Bid No 2156, Package 08A, Whitehead Construction Inc**

On a motion by Trustee Moreno, seconded by Trustee Parker, the Board voted to adopt Resolution #23-49 to approve Change Order No. 5 with Whitehead Construction Inc. for

the Golden West College Language Arts Complex, Bid No. 2156, Bid Package 08A without bidding.

On February 17, 2021 the Board of Trustees awarded Bid No. 2156, Bid Package 08A – Doors, Frames & Hardware, to Whitehead Construction Inc for the construction of the Golden West College Language Arts Complex. Change Order No. 5 addressed various modifications with labor, materials, equipment, supervision, and supplies for specific issues encountered during construction, ensuring the alignment of doors, addressing layout inconsistencies, and accommodating revised floor elevations.

**Term:** February 18, 2021 – December 31, 2023

**Fiscal Impact:**

Original Contract: \$294,000

Change Order No. 1: (\$1,306)

Change Order No. 2: \$20,158

Change Order No. 3: \$1,397

Change Order No. 4: \$21,317

Change Order No. 5: \$9,038

New Contract Total: \$344,604 (17.21% Overall Increase)

Paid with Measure M Funds – GWC Language Arts Complex Project

Motion carried with the following vote:

Ayes: Trustees Hornbuckle, Moreno, Parker, Patterson, Prinsky and Bruning

Noes: None

Abstain: None

Absent: None

**21.05 Resolution #23-50 Approval of Change Order No.4 for the Golden West College Language Arts Complex; Bid No 2156, Package 02B, Silverado Contractors Inc**

On a motion by Trustee Parker, seconded by Trustee Prinsky, the Board voted to adopt Resolution #23-50 to approve Change Order No. 4 with Silverado Contractors Inc. for the Golden West College Language Arts Complex, Bid No. 2156, Bid Package 02B without bidding.

On February 17, 2021 the Board of Trustees awarded Bid No. 2156, Bid Package 02B – Demo/Abatement & Earthwork to Silverado Contractors Inc for the construction of the Golden West College Language Arts Complex. Change Order No. 4 covered the costs related to adjusting terrain due to weather impacts, removing old infrastructure, and managing wet conditions. Other changes covered specific site adjustments, grading, and modifications as needed during construction.

**Term:** February 18, 2021 – January 31, 2024

**Fiscal Impact:**

Original Contract: \$1,481,916

Change Order No. 1: \$105,644

Change Order No. 2: \$65,650

Change Order No. 3: \$24,824

Change Order No. 4: \$14,457

New Contract Total: \$1,692,491 (14.21% Overall Increase)

Paid with Measure M Funds – GWC Language Arts Complex Project

Motion carried with the following vote:

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

**22.00 Approval of Minutes****22.01 DIS - Minutes**

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

November 15, 2023 Special Meeting

November 15, 2023 Regular Meeting

Motion carried with the following vote:

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

**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 reports to the Board:

Dr. Vince Rodriguez, Coastline College

Dr. Angelica Suarez, Orange Coast College

Meridith Randall, Interim President, Golden West College

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

The following Academic Senate Presidents provided reports to the Board:

Ann Holliday, Coastline College  
Damien Jordan, Golden West College  
Steve Gilbert (for Lee Gordon), Orange Coast College

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

The following Classified Senate Presidents provided reports to the Board:

Anna Isbell, Coastline College  
John Fawcett, Orange Coast College

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

The following Presidents of Employee Representative Groups provided reports to the Board:

Kris Cutting (for Andrew Deaso), Coast Federation of Classified Employees (CFCE)  
Rob Schneiderman, Coast Federation of Educators/American Federation of Teachers (CFE/AFT)

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

The Trustees provided individual reports.

### **Recess to Closed Session**

The Board recessed to closed session at 7:12 p.m.

### **Reconvene to Open Session**

The meeting was reconvened by Board President Hornbuckle at 7:20 p.m.

### **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 Parker, seconded by Trustee Moreno, the Board voted to approve and ratify the revised public employment items.  
(See Appendix)

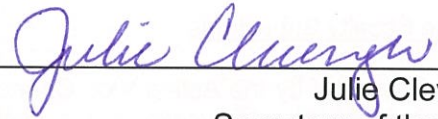
Motion carried with the following vote:

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

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

#### **24.01 Adjournment**

The meeting was adjourned in memory of Emma LaMer, Jake Carver and Lance Erskine at 7:22 p.m.



Julie Clevenger  
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**

### **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 Acting 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 Acting 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 \$56.046/hr based on the part-time faculty daily miscellaneous teaching rate for services rendered during the 2023-24 academic year.

##### CCC

Ahlman, Mary  
Kepler, Marc  
Callum, Oceana

##### Discipline

ESL  
ESL  
Humanities

##### GWC

Roston, Teresa

##### Discipline

Cosmetology

##### OCC

Balding, Diane  
Boutillier, Ann Marie  
Jones, Kourtney  
Kreun, Daniel

##### Discipline

Dental Assisting  
Respiratory Care  
Child Development & Education  
Manufacturing Technology

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

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

None

#### 4. Approval of Appointment of Executive Educational Administrator, Special Assignment

In accordance with Board Policies and Administrative Procedures, the following academic administrative staff are recommended by the Acting Vice Chancellor of Human Resources for appointment to the Chancellor and State Chancellor's Office/Chief Information Technology Officer 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 administrator is recommended for appointment for service during the period shown below, subject to subsequent Board approval of the respective employment agreements.

<u>Name</u>	<u>LOC</u>	<u>Position</u>	<u>Contract Dates</u>
Saran, Rupa	DIST	Special Technology Advisor	01/02/24-06/30/26

#### 5. Approval of Appointment of Educational Administrators

In accordance with Board Policies and Administrative Procedures, the following academic administrative staff are recommended by the Acting 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.

<u>Name</u>	<u>LOC</u>	<u>Position</u>	<u>Extension of Contract Dates</u>
Bremen, Timothy	GWC	Acting Athletic Director	01/01/24-06/30/24
Hicks, Ricky	GWC	Acting Vice President	01/01/24-06/30/24
Johnson, Daniel	GWC	Acting Dean	01/01/24-06/30/24
Randall, Meridith	GWC	Interim President	01/01/24-01/17/24
Ramm-Engle, Marti	GWC	Acting, Dean	01/01/24-01/17/24
Nguyen, Kay	GWC	Acting, Vice President	01/01/24-01/17/24

#### 6. Approval of Appointment of Classified Management

In accordance with Board Policies and Administrative Procedures, the following Classified Management are recommended by the Acting 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>
Santos, Marc	DIST	Interim Deputy Chief Information Technology Officer	01/01/24	NA
Smallshaw, Stephanie	GWC	Director, Student Life & Leadership Development	12/18/23	GM-010-24

## 7. Approval of Appointment of Classified Staff

In accordance with Board Policies and Administrative Procedures, it is recommended by the Acting 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>
Becerra, Jose	GWC	Custodian Senior, 7.5% Graveyard Shift Differential	12/07/23	G-018-24
Bowen, Karen	GWC	Administrative Assistant	12/07/23	G-019-23
*Chen, Aiyi	OCC	Café Assistant	01/15/24	O-033-24
**Finkenhagen, Melissa	OCC	Athletic Trainer, 70% FTE	11/30/23	O-015-24
Lim, Cecillia	DIST	IT Business Process Analyst	12/07/23	D-010-24
Lopez-Daly, Yadira	CCC	Outreach Specialist – CTE	12/07/23	C-012-24
*Melchor, Stephanie	OCC	Café Assistant	01/15/24	O-011-24
Montgomery, Jason	DIST	District Contract Specialist	12/07/23	D-011-24
Strambeanu, Alexandru	DIST	IT Applications Developer	12/07/23	D-014-24
Ward, Jason	GWC	Division Area Office Coordinator	12/11/23	G-020-24

\*Revised start date from 11/01/23 Board Agenda

\*\*Revised start date from 11/15/23 Board Agenda

## 8. 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

## 9. Approval of Reclassification and Reorganization/Reassignment, Classified Staff

It is recommended by the Acting Vice Chancellor of Human Resources that the following changes for Classified Staff be ratified:

None

## 10. Ratification of Temporary Out of Class Assignments, Classified Management

It is recommended by the Acting Vice Chancellor of Human Resources that the following changes for Classified Management working temporarily Out of Class be ratified:

None

## 11. Ratification of Project-Specific Assignment, Classified Management

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

None



## 12. Ratification of Temporary Out of Class Assignments, Classified Staff

It is recommended by the Acting 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>
Bryan, Eric	OCC	Recycling Center Assistant	Recycling Center Technician, Lead	11/02/23	02/29/24

## 13. Ratification of Project-Specific Assignment, Classified Staff

It is recommended by the Acting 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>
Kahlen, Denise	GWC	Facilities Utilization Specialist	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	10/01/23	12/31/23
Kilayko Cruz, Sheila	OCC	Administrative Assistant to VP	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	11/01/23	01/31/24

### 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>
Dann, Heather	GWC	Administrative Assistant	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days.	11/01/23	12/15/23

