

REGULAR MEETING MINUTES*

Board of Trustees Coast Community College District

Board Room

Wednesday, April 17, 2024

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 April 17, 2024 in the District Office Board Room at 1370 Adams Avenue, Costa Mesa, CA.

1.00 Preliminary Matters

1.01 Call to Order

Board President Prinsky called the meeting to order at 4:00 p.m.

1.02 Roll Call

Trustees Present: Trustees Hornbuckle, Moreno, Parker, Patterson, Prinsky
Student Trustee Bruning joined the meeting at 5:08 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. Conference with Legal Counsel: Threat to Public Services or Facilities**
Pursuant to *Government Code* § 54957(a)
- b. Public Employee Discipline/Dismissal/Release**
Pursuant to *Government Code* § 54957(b)(1)

c. Conference with Legal Counsel: Anticipated Litigation

Significant exposure to litigation pursuant to sub-sections "d-2" and "e-3" of *Government Code* § 54956.9

Claim by Christopher Freeman

d. 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

Marco Baeza vs. Coast CCD, California Civil Rights Department Case No. 2023-10-224560325

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

Juilianna Hallsted vs. Coast CCD et al., Orange County Superior Court Case No. 30-2024-01389047

Velvet Miscione vs. Coast CCD, Public Employment Relations Board Case No. LA-CE-6860-E

Velvet Miscione vs. Coast CCD, California Civil Rights Department Case No. 2023-09-30020

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

e. Public Employment

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

1. Approval of Appointment of Full Time Faculty

2. Approval of Appointment of Educational Administrators

3. Approval of Appointment of Classified Management
4. Approval of Appointment of Classified Staff
 - Administrative Assistant
 - Administrative Assistant I
 - Administrative Clerk
 - Building Systems Coordinator
 - Financial Aid Specialist BFAP
 - Financial Aid Technician
 - Instructional Assistant-Biological Sciences
 - Maintenance Specialist II
 - Medical Assistant
 - Program Coordinator- STEM
 - Research Analyst Senior
 - Research Analyst Senior/Enterprise Reporting Developer
 - Web Developer Senior
5. Approval of Appointment of Confidential Staff
6. Ratification of Appointment of Substitute, Faculty
7. Ratification of Appointment of Part-Time Faculty
8. Ratification of Temporary Out of Class Assignments, Classified Staff
 - Division/Area Office Coordinator
 - Instructional Lab Coordinator
 - Maintenance Specialist I
9. Ratification of Project-Specific Assignment, Classified Staff
 - A&R Specialist Senior
 - Student Equity Program Assistant
 - Student Retention Specialist
- f. **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 Prinsky at 5:08 p.m.

1.06 Pledge of Allegiance

Student Trustee Bruning 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:

1.04 c. Conference with Legal Counsel: Anticipated Litigation

The Board voted to deny the claim filed by Christopher Freeman.

Motion by Trustee Hornbuckle, Second by Trustee Parker

Carried with the following vote:

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

1.04 d. Conference with Legal Counsel: Existing Litigation

The Board voted to respond to the lawsuit filed by Juilianna Hallsted once the summons and complaint are properly served.

Motion by Trustee Patterson, Second by Trustee Hornbuckle

Carried with the following vote:

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

Item 1.04 e. Public Employment

The Board voted to approve and ratify the public employment items with two items conditioned on subsequent ratification of agenda items 18.03 and 18.04 in open session. (See Appendix)

Motion by Trustee Hornbuckle, Second by Trustee Moreno

Carried with the following vote:

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

Item 1.04 f. Conference with Labor Negotiator

The Board voted to ratify the following with Coast Community College Association-California Teachers Association/National Education Association:

MOU #24-1 Article IX. Grievance
Tentative Agreement Article II. Definitions
Tentative Agreement Article XII. Classroom Management/Professional Responsibility

Motion by Trustee Parker, Second by Trustee Hornbuckle

Carried with the following vote:

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

Item 1.04 f. Conference with Labor Negotiator

The Board voted to ratify Memorandum of Understanding #24-CO1 Orange Coast College Honors Program Coordinator with Coast Federation of Educators/American Federation of Teachers.

Motion by Trustee Moreno, Second by Trustee Patterson

Carried with the following vote:

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

1.08 Public Comment

Paul Wisner and John Fawcett addressed the Board.

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

2.01 Minutes

The Board voted to approve the minutes of the April 3, 2024 Regular Meeting.

Motion by Trustee Parker, Second by Trustee Hornbuckle

Carried with the following vote:

Advisory:	Student Trustee Bruning (Aye)
Ayes:	Trustees Hornbuckle, Moreno, Parker, Patterson, Prinsky
Noes:	None
Abstain:	None
Absent:	None

2.02 Acceptance of Retirements

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

Connie Marten, Training and Development Spec, GWC, Retirement Effective June 4, 2024
Paul Wisner, Director of Business Services, GWC, Retirement Effective May 1, 2024

The Board voted to accept the retirements.

Motion by Trustee Hornbuckle, Second by Trustee Parker

Carried with the following vote:

Advisory:	Student Trustee Bruning (Aye)
Ayes:	Trustees Hornbuckle, Moreno, Parker, Patterson, Prinsky
Noes:	None
Abstain:	None
Absent:	None

2.03 Orange Coast College Program Highlight

Jeanette Grimm, Division/Area Office Coordinator, and Rebecca Morgan, Human Resource Director, presented highlights of Orange Coast College's Caring Campus program.

2.04 Measure M Citizens' Oversight Committee Annual Report

Marlene Drinkwine, Vice Chancellor of Finance and Administrative Services, provided the Measure M Citizens' Oversight Committee Annual Report for FY 2022-23. The report was authorized by the Committee to be developed and delivered to the Trustees in advance of the September 2024 Measure M meeting when it would be ratified.

2.05 Legislative Affairs Committee Recommendation - HR 6585 Bipartisan Workforce Pell Act

The Board voted to approve a letter in support of HR 6585 Bipartisan Workforce Pell Act.

Motion by Trustee Parker, Second by Trustee Moreno

Carried with the following vote:

Advisory:	Student Trustee Bruning (Aye)
Ayes:	Trustees Hornbuckle, Moreno, Parker, Patterson, Prinsky
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)

The Board voted to approve the Consent Calendar.

Motion by Trustee Moreno, Second by Trustee Hornbuckle

Carried with the following vote:

Advisory:	Student Trustee Bruning (Aye)
Ayes:	Trustees Hornbuckle, Moreno, Parker, Patterson, Prinsky
Noes:	None
Abstain:	None
Absent:	None

17.00 Discussion Calendar

18.00 Ratification/Approval of General Items of Business

18.01 DIS - Ratification of Revised Classified Manager Job Specification: Program Director, Planetarium

The Board voted to ratify the revised Classified Manager job specification for the position of Planetarium Program Director, effective April 17, 2024.

Motion by Trustee Hornbuckle, Second by Trustee Moreno

Carried with the following vote:

Advisory: Student Trustee Bruning (Aye)
Ayes: Trustees Hornbuckle, Moreno, Parker, Patterson, Prinsky
Noes: None
Abstain: None
Absent: None

18.02 DIS - Ratification of Revised Classified Employee Job Specification: Counseling Assistant

The Board voted to ratify the revised Classified employee job specification for the position of Counseling Assistant, effective April 17, 2024.

Motion by Trustee Parker, Second by Trustee Hornbuckle

Carried with the following vote:

Advisory: Student Trustee Bruning (Aye)
Ayes: Trustees Hornbuckle, Moreno, Parker, Patterson, Prinsky
Noes: None
Abstain: None
Absent: None

18.03 DIS - Ratification of New Classified Employee Job Specification: Building Systems Coordinator

The Board voted to ratify the new Classified employee job specification for the position of Building Systems Coordinator.

Motion by Trustee Hornbuckle, Second by Trustee Parker

Carried with the following vote:

Advisory: Student Trustee Bruning (Aye)
Ayes: Trustees Hornbuckle, Moreno, Parker, Patterson, Prinsky
Noes: None
Abstain: None

Absent: None

18.04 DIS - Ratification of New Classified Employee Job Specification: Web Developer Senior

The Board voted to ratify the new Classified employee job specification for the position of Web Developer Senior.

Motion by Trustee Parker, Second by Trustee Hornbuckle

Carried with the following vote:

Advisory: Student Trustee Bruning (Aye)
Ayes: Trustees Hornbuckle, Moreno, Parker, Patterson, Prinsky
Noes: None
Abstain: None
Absent: None

18.05 DIS- Approval of The CCCD Equity & Equal Employment Opportunity Plan 2024-2027

The District's Equity and EEO Advisory Committee recommended, approved, and submitted an updated 2024-2027 EEO Plan to the State Chancellor's Office in October 2023. The updates within the Plan continued to highlight the District's commitment to meet the changing needs of a diverse environment and were based on federal and state laws regarding equal employment opportunity.

The Board voted to approve the Equity and Equal Employment Opportunity Plan for 2024-2027 as revised.

Motion by Trustee Parker, Second by Trustee Hornbuckle

Carried with the following vote:

Advisory: Student Trustee Bruning (Aye)
Ayes: Trustees Hornbuckle, Moreno, Parker, Patterson, Prinsky
Noes: None
Abstain: None
Absent: None

18.06 DIS - Approval of Academic Calendar and Classified/Administrative Holiday Schedule for 2025-26

The District Calendar Committee recommended the academic calendar and classified /administrative holiday schedule presented for 2025-26. The academic calendar included the 16-week schedules, winter intersession, summer session, and 18-week schedules.

The Board voted to approve the Academic Calendar and Classified/Administrative Holiday Schedule for 2025-26 as revised.

Motion by Trustee Hornbuckle, Second by Trustee Parker

Carried with the following vote:

Advisory: Student Trustee Bruning (Aye)
Ayes: Trustees Hornbuckle, Moreno, Parker, Patterson, Prinsky
Noes: None
Abstain: None
Absent: None

19.00 Resolutions

19.01 Resolution #24-12 Approval of Change Order No. 12 for the Golden West College Language Arts Complex; Bid No 2156, Package 09A, Mirage Builders

On February 17, 2021 the Board of Trustees awarded Bid No. 2156, Bid Package 09A – Framing, Drywall, Plaster & Insulation, to Mirage Builders for the construction of the Golden West College 76,732 square foot Language Arts complex to replace the Humanities Building. Change Order No. 12 covered actual expenses incurred for labor on the contract, reflecting the impact of the extended timeline and changes in prevailing wage rates.

Term: February 18, 2021 – April 30, 2024

Fiscal Impact:

Original Contract: \$3,863,174
Change Order No. 1: \$82,022
Change Order No. 2: \$38,209
Change Order No. 3: \$6,431
Change Order No. 4: \$12,128
Change Order No. 5: \$28,721
Change Order No. 6: \$5,575
Change Order No. 7: \$93,502
Change Order No. 8: \$14,353
Change Order No. 9: \$12,175
Change Order No. 10: \$50,438
Change Order No. 11: \$44,272
Change Order No. 12: \$123,104
New Contract Total: \$4,374,104 (13.23% Overall Increase)
Paid with Measure M Funds – GWC Language Arts Complex Project

The Board voted to adopt Resolution #24-12 to approve Change Order No. 12 with Mirage Builders for the Golden West College Language Arts Complex, Bid No. 2156, Bid Package 09A without bidding.

Motion by Trustee Hornbuckle, Second by Trustee Parker

Carried with the following vote:

Advisory:	Student Trustee Bruning (Aye)
Ayes:	Trustees Hornbuckle, Moreno, Parker, Patterson, Prinsky
Noes:	None
Abstain:	None
Absent:	None

20.00 Close of Meeting

20.01 Adjournment

The meeting was adjourned in memory of Michael Beale, Luay Alnajjar and Marty Shrank at 5:53 p.m.



Richard Goetz
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 (contingent upon the execution and Board approval of the employment agreement)

None

2. Approval of Appointment of Educational Administrators (contingent upon the execution and Board approval of the employment agreement)

None

3. Approval of Appointment of Classified Management

None

4. Approval of Appointment of Classified Staff

Promotions

<u>Name</u>	<u>Site</u>	<u>Position</u>	<u>Start Dt</u>
LaBounty, Kayla	OCC	Administrative Assistant I	04/18/24
Marquez, Francisco	OCC	Financial Aid Technician	04/22/24

External Hires

<u>Name</u>	<u>Site</u>	<u>Position</u>	<u>Start Dt</u>
Brito, Rebecca	OCC	Medical Assistant	04/22/24
Coerper, Alex	GWC	Administrative Clerk	04/22/24
Gonzalez, Rafael	OCC	Program Coordinator-STEM	04/22/24
Lopez, Marlina	GWC	Administrative Clerk	04/22/24
Martinez, Magali	OCC	Instructional Assistant- Biological Sciences	04/22/24
Nguyen, Brian	OCC	Financial Aid Specialist BFAP	05/13/24
Youngberg, Courtney	OCC	Research Analyst Senior	04/18/24

Reassignment- Revised from 04/03/24 Board Agenda

<u>Name</u>	<u>Site</u>	<u>Position</u>	<u>Start Dt</u>
*Lockhart, Karen	OCC	Administrative Assistant	05/15/24

Reclassification

<u>Name</u>	<u>Site</u>	<u>Position</u>	<u>Start Dt</u>
Carranza, Oscar	OCC	Maintenance Specialist II	05/01/24
Floriberto, Perez Mendez	OCC	Maintenance Specialist II	05/01/24
Topete, Ruben	OCC	Building Systems Coordinator	05/01/24
Nguyen, James	OCC	Web Developer Senior	05/01/24
Villagomez-Buus, Alexander	OCC	Research Analyst Senior/Enterprise Reporting Developer	05/01/24

5. Approval of Appointment of Confidential Staff

None

6. Ratification of Appointment of Substitute, Faculty

Part Time Faculty Substitutes, Spring 2024

<u>OCC</u>	<u>Discipline</u>
Schechter, Carol	Library Sciences
Stahl, Sheryl	Library Sciences
Wilson, Amy	Food Service Management

7. Ratification of Appointment of Part-Time Faculty

Spring 2024

Appointments for the period 01/29/24-05/25/24

<u>OCC</u>	<u>Discipline</u>
O'Connor, Lukas	Coaching
Wood, Sarah	Fashion & Related Technologies

8. 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 be ratified (Article 19.9, Section D. of CFCE Agreement):

<u>Name</u>	<u>Site</u>	<u>Position From</u>	<u>Position To</u>	<u>Start Dt</u>	<u>End Dt</u>
Vu, Mary	CCC	Administrative Clerk	Division/Area Office Coordinator	04/01/24	06/30/24

Extension of End Dates to Out of Class Assignments

<u>Name</u>	<u>Site</u>	<u>Position From</u>	<u>Position To</u>	<u>Extend From</u>	<u>Extend To</u>
Pacheco	OCC	Custodian	Maintenance	04/01/24	06/30/24
Jeronimo, Arturo			Specialist I		
Profeta, Robert	OCC	Instructional Associate	Instructional Lab Coordinator	04/01/24	06/30/24

9. 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 be ratified (Article 19.9, Section C. of CFCE Agreement):

<u>Name</u>	<u>Site</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Start Dt</u>	<u>End Dt</u>
Ayala, Vanessa	CCC	Student Equity Program Assistant	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days within a 15-day period.	02/01/24	05/31/24

Ramirez, Nancy	CCC	Student Retention Specialist	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days within a 15- day period.	02/01/24	05/31/24
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Extension of End Date to Project-Specific Assignment

<u>Name</u>	<u>Site</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Extend From</u>	<u>Extend To</u>
Jacobi, Jami	OCC	A&R Specialist Senior	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days within a 15- day period.	04/01/24	04/30/24