

REGULAR MEETING MINUTES*

Board of Trustees Coast Community College District

**Board Room
Wednesday, January 15, 2025
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 January 15, 2025 in the District Office Board Room at 1370 Adams Avenue, Costa Mesa, CA.

1.00 Preliminary Matters

1.01 Call to Order

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

1.02 Roll Call

Trustees Present: Trustees Hornbuckle, Moreno, Nguyen, Dorn Parker, Prinsky
Student Trustee Nunez 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 4:01 p.m. to discuss the following:

a. Public Employee Discipline/Dismissal/Release

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

b. 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, U.S. District Court Case No. 8:24-cv-2044
Stanislav Dubrovskiy vs. Coast CCD, California Civil Rights Department Case No. 2024-02- 23495302
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
Nancy and Frank Gruber vs. Mission Viejo Pateadores, Inc. et al., Orange County Superior Court Case No. 30-2024-01372974
Julianna Hallsted vs. Coast CCD et al., Orange County Superior Court Case No. 30-2024-01389047
Sabrina Oleson vs. Ray et al., Orange County Superior Court Case No. 30-2024-0149039
Louis Tran vs. Coast CCD et al., Orange County Superior Court Case No. 30-2023-01336537
Tom Tran vs. Coast CCD, Orange County Superior Court Case No. 30-2024-01380332

c. 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 Director, College Foundation and Community Relations
4. Approval of Appointment of Classified Staff
 Public Safety Officer
 Student Success and Equity Specialist Senior
 Transportation Scheduler
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
 Accounting Technician EOPS/CARE
 Administrative Assistant I
 Administrative Assistant II
 Admissions and Records Specialist Senior
 Custodial Services Team Leader
 Division/Area Office Coordinator
 Instructional Lab Coordinator
 Maintenance Specialist I
 Maintenance Specialist II
 Printing and Publishing Team Leader

Program Coordinator- Early Childhood Lab School
Student Programs Specialist

9. Ratification of Project-Specific Assignment, Classified Staff
Administrative Assistant
Administrative Assistant I
Administrative Assistant II
Foundation Development Coordinator
Instructional Associate
Student Programs Specialist

d. Conference with Labor Negotiator

Pursuant to *Government Code* § 54957.6

District Negotiators:

Dr. Whitney Yamamura, Chancellor

Dr. Diane Fiero, Vice Chancellor of Human Resources

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 Dorn Parker at 5:02 p.m.

1.06 Pledge of Allegiance

Trustee Nguyen led the Pledge of Allegiance.

1.07 Report of Action in Closed Session

Board President Dorn Parker reported the following action from Closed Session:

1.04 a. Public Employee Discipline/Dismissal/Release

The Board voted to suspend a classified employee.

Motion by Trustee Prinsky, Second by Trustee Hornbuckle

Carried with the following vote:

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

Item 1.04 c. Public Employment

The Board voted to approve and ratify the public employment items.
(See Appendix)

Motion by Trustee Hornbuckle, Second by Trustee Moreno

Carried with the following vote:

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

1.08 Public Comment

There were no requests to address 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 December 11, 2024 Regular Meeting and December 13, 2024 Special Organizational Meeting

Motion by Trustee Prinsky, Second by Trustee Moreno

Carried with the following vote:

Advisory: Student Trustee Nunez (Aye)
Ayes: Trustees Hornbuckle, Moreno, Nguyen, Dorn Parker, 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:

Donald Grigsby, Special Events Coordinator, OCC, Retirement Effective Date: 12/31/2024

Tab Livingston, Instructor, OCC, Retirement Effective Date: 12/15/2024
Tina Xa, Student Programs Specialist, CCC, Retirement Effective Date: 02/01/2025

The Board voted to accept the retirements.

Motion by Trustee Hornbuckle, Second by Trustee Nguyen

Carried with the following vote:

Advisory: Student Trustee Nunez (Aye)
Ayes: Trustees Hornbuckle, Moreno, Nguyen, Dorn Parker, Prinsky
Noes: None
Abstain: None
Absent: None

2.03 Reports from the Presidents of Student Government Organizations

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

Savannah Garcia, Orange Coast College

2.04 Board Policies and Administrative Procedures for First Reading

The following Board Policies and Administrative Procedures were brought to the Board for first reading, and would be returned for further review and action:

Chapter 2. Board of Trustees

BP 2510 Participation in District Decision Making

AP 2510 Participation in District Decision Making

Chapter 4. Academic Affairs

BP 4030 Academic Freedom

Chapter 5. Student Services

BP 5500 Student Code of Conduct

AP 5500 Student Code of Conduct

2.0 Board Meeting Dates

The Board reviewed upcoming meeting dates.

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

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

2.0 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 as revised.

Motion by Trustee Hornbuckle, Second by Trustee Prinsky

Carried with the following vote:

Advisory:	Student Trustee Nunez (Aye)
Ayes:	Trustees Hornbuckle, Moreno, Nguyen, Dorn Parker, Prinsky
Noes:	None
Abstain:	None
Absent:	None

17.00 Discussion Calendar

18.00 Revenue Generating Agreements Over \$114,800

18.01 DIS - Funded Programs

Coast Community College District received a Participation Agreement for the FY 2024-25 Strong Workforce Program – Regional Funds (SWP-RF) from the California Community Colleges Chancellor's Office (CCCCO) via Rancho Santiago Community College District (RSCCD). Projects receiving funding under this Participation Agreement include Lead: Building Regional Community Health Workers Pathway (\$470,000), Regional Marketing (\$390,000), Research Task Force Group (\$192,820), and Lead: Transforming Intermediary Partnerships for Student and Employer Success (\$612,500).

Fiscal Impact: Coast Community College District receives \$1,665,320 from July 1, 2024 to June 30, 2026. No matching funds required.

Coastline Community College received a Participation Agreement for the FY 2024-25 SWP-RF from the CCCCCO via RSCCD. The project receiving funding under this Participation Agreement is Lead: Generative Artificial Intelligence (\$487,500).

Fiscal Impact: Coastline Community College receives \$487,500 from July 1, 2024 to June 30, 2026. No matching funds required.

Coastline Community College received a Modified Participation Agreement for the FY 2023-24 SWP-RF from the CCCCCO via RSCCD. The Modification awards \$65,000 from North Orange County Continuing Education to Coastline Community College for the Innovation in Instructions - CPL and CBE project, increasing the project budget from \$367,488 to \$432,488. All other terms and conditions remain the same.

Fiscal Impact: Coastline Community College receives \$1,296,204 from July 1, 2023 to June 30, 2025. No matching funds required.

Golden West College received a Participation Agreement for the FY 2024-25 SWP-RF from the CCCCCO via RSCCD. Projects receiving funding under this Participation Agreement include Lead: Advanced Transportation: Automotive Technology (\$150,000); Generative Artificial Intelligence (\$37,500); Instructional Support for Faculty Champions of K-16 Projects (\$70,000); and Transforming Intermediary Partnerships for Student and Employer Success (\$12,500).

Fiscal Impact: Golden West College receives \$270,000 from July 1, 2024 to June 30, 2026. No matching funds required.

Orange Coast College received a Participation Agreement for the FY 2024-25 SWP-RF from the CCCCCO via RSCCD. Projects receiving funding under this Participation Agreement include Building Regional Community Health Workers Pathway (\$45,000), Construction Career Partnership Apprenticeship Grant (\$200,000), Generative Artificial Intelligence (\$100,000), and Transforming Intermediary Partnerships for Student and Employer Success (\$12,500).

Fiscal Impact: Orange Coast College receives \$357,500 from July 1, 2024 to June 30, 2026. No matching funds required.

The Board voted to approve participation in the funded programs, the contracts and amendments to contracts.

Motion by Trustee Moreno, Second by Trustee Hornbuckle

Carried with the following vote:

Advisory:	Student Trustee Nunez (Aye)
Ayes:	Trustees Hornbuckle, Moreno, Nguyen, Dorn Parker, Prinsky
Noes:	None
Abstain:	None
Absent:	None

19.00 Ratification/Approval of General Items of Business

19.01 DIS - Budget Development Calendar FY 2025-26

The budget calendar provides a timeline for the activities through the completion of the adopted budget and the annual CCFS-311 report. Coast Community College District Fiscal Services has developed the budget calendar for the FY 2025-26 budget.

The Board voted to approve the budget calendar for FY 2025-2026.

Motion by Trustee Prinsky, Second by Trustee Nguyen

Carried with the following vote:

Advisory: Student Trustee Nunez (Aye)
Ayes: Trustees Hornbuckle, Moreno, Nguyen, Dorn Parker, Prinsky
Noes: None
Abstain: None
Absent: None

19.02 DIS - Approval of Standard Educational Administrator Employment Agreement (John Wolfe, GWC)

Following the oral announcement by the Board President of the recommended Board action pursuant to the Brown Act, the Board voted to approve the Standard Educational Administrator Employment Agreement for the following individual with the following annual compensation commencing on July 1, 2025: John Wolfe with an annual salary of \$119,795.

Motion by Trustee Moreno, Second by Trustee Hornbuckle

Carried with the following vote:

Advisory: Student Trustee Nunez (Aye)
Ayes: Trustees Hornbuckle, Moreno, Nguyen, Dorn Parker, Prinsky
Noes: None
Abstain: None
Absent: None

19.03 DIS - Approval of Change Order No.1 for the Golden West College Nursing Remodel; Bid No 2199, Golden Gate Steel, Inc.

On June 18, 2024 the Board of Trustees awarded Bid No. 2199, to Golden Gate Steel, Inc. for the Golden West College Nursing Remodel. During construction, several onsite adjustments were necessary to meet project requirements and adhere to DSA specifications. Change Order No. 1 will cover expenses related to these adjustments.

Term: June 19, 2024 – January 31, 2025

Fiscal Impact:
Original Contract Amount: \$742,200
Change Order No. 1: \$57,226.81
New Contract Total: \$799,426.81 (7.7% Increase)
To be paid with HEERF Funds

The Board voted to approve Change Order No. 1 with Golden Gate Steel, Inc. for the Golden West College Nursing Remodel; Bid No 2199 to be paid with HEERF Funds.

Motion by Trustee Hornbuckle, Second by Trustee Prinsky

Carried with the following vote:

Advisory: Student Trustee Nunez (Aye)
Ayes: Trustees Hornbuckle, Moreno, Nguyen, Dorn Parker, Prinsky
Noes: None
Abstain: None
Absent: None

19.04 DIS - Bid Tabulations and Award of Contract for Contractor Services for the Golden West College Parking Lot Surveillance Camera Infrastructure Project Bid No. 2200

Golden West College is seeking contractor services for the installation of new cabling and 120V power within an underground conduit system, including the routing and securing of cables through the conduit and up the poles to their designated enclosures to be connected to new security cameras. Notices were published in the Daily Pilot on October 12, 2024, and October 17, 2024. Additionally, notices were sent out to 202 vendors utilizing the Planet Bids portal. An onsite job walk was conducted on October 18, 2024, and five bids were received and opened on October 30, 2024.

The bid results were as follows:

<u>Bid Received From:</u>	<u>Total Bid:</u>
Extenda Networks	\$115,925.00
4295 E Jurupa St	
Ste #215	
Ontario, California 91761	
Delta Electric	\$138,451.00
Federal Technology Solutions, Inc	\$141,369.47
Inter-Pacific, Inc.	\$158,963.00
Minako America Corporation	\$333,000.00

Term: January 16, 2025 - March 30, 2025

Fiscal Impact: \$115,925 which includes \$9,000 in project allowance to be paid using Golden West College Capital Outlay Funds

The Board voted to award the Standard Contractor Services Agreement for the Golden West College Parking Lot Surveillance Camera Infrastructure Project Bid No. 2200 to Extenda Networks, the lowest responsive and responsible bidder.

Motion by Trustee Moreno, Second by Trustee Hornbuckle

Carried with the following vote:

Advisory: Student Trustee Nunez (Aye)
Ayes: Trustees Hornbuckle, Moreno, Nguyen, Dorn Parker, Prinsky
Noes: None
Abstain: None
Absent: None

19.05 DIS - Authorization to File Notice of Completion and Release Retention Funds for Golden Gate Steel, Inc.

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 Section 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 will 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 is 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 may withhold from the retention an amount not to exceed 150 percent of the disputed amount.

Golden West College Nursing Remodel- Bid 2199
Contractor: Golden Gate Steel, Inc.

Motion by Trustee Hornbuckle, Second by Trustee Prinsky

Carried with the following vote:

Advisory: Student Trustee Nunez (Aye)
Ayes: Trustees Hornbuckle, Moreno, Nguyen, Dorn Parker, Prinsky
Noes: None
Abstain: None
Absent: None

20.00 Resolutions

20.01 Resolution #25-01 Approval of Change Order No. 2 for the Golden West College General Education Building Demolition and New Site Work; Bid No 2198, MSH Construction Co

On May 15, 2024 the Board of Trustees awarded Bid No. 2198, to MSH Construction Co. Golden West College General Education Building Demolition and New Site Work. Change Order No. 2 will cover expenses required to conduct a sewer camera inspection to locate the existing storm sewer and a missing catch basin while confirming the system's operability. MSH Construction will also install a new 6" clean-out for the storm sewer and reroute the new 6" sewer line around the site lighting, as requested by the inspector.

Term: May 16, 2024 – January 31, 2025

Fiscal Impact:

Original Contract Amount: \$110,027.00

Change Order No. 1: \$41,495.90

Change Order No. 2: \$10,707.82

New Contract Total: \$162,230.72 (47.44% Increase)

To be Paid Using General Obligation Measure M Bond Funds

The Board voted to adopt Resolution #25-01 to approve Change Order No. 2 for the Golden West College General Education Building Demolition and new Site Work; Bid No 2198, MSH Construction Co.

Motion by Trustee Hornbuckle, Second by Trustee Moreno

Carried with the following vote:

Advisory: Student Trustee Nunez (Aye)

Ayes: Trustees Hornbuckle, Moreno, Nguyen, Dorn Parker, Prinsky

Noes: None

Abstain: None

Absent: None

21.00 Policy Approval/Procedure Ratification

21.01 Board Policy for Approval and Administrative Procedure for Ratification

The Board voted to approve/ratify the following policy and procedure:

BP 3503 Missing Student Notification

AP 3503 Missing Student Notification

Motion by Trustee Hornbuckle, Second by Trustee Prinsky

Carried with the following vote:

Advisory: Student Trustee Nunez (Aye)

Ayes: Trustees Hornbuckle, Moreno, Nguyen, Dorn Parker, Prinsky

Noes: None

Abstain: None

Absent: None

22.00 Informational Reports

22.01 Report from the Chancellor

The Chancellor provided a report to the Board.

22.02 Reports from the College Presidents

The following College Presidents provided reports to the Board:

Dr. Vince Rodriguez, Coastline College
Meridith Randall, Golden West College
Dr. Angelica Suarez, Orange Coast College

22.03 Reports from the Academic Senate Presidents

There were no reports.

22.04 Reports from the Classified Senate Presidents

There were no reports.

22.05 Reports from Presidents of Employee Representative Groups

There were no reports.


22.06 Reports from the Board of Trustees

The Trustees provided individual reports.

23.00 Close of Meeting

23.01 Adjournment

The meeting was adjourned at 5:38 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

External Hires

<u>Name</u>	<u>Site</u>	<u>Position</u>	<u>Start Dt</u>
Mower, Jennifer	GWC	Director, College Foundation and Community Relations	01/29/25
Wayman, Scott	CCC	Director, College Foundation and Community Relations	01/16/25

4. Approval of Appointment of Classified Staff

Promotions

<u>Name</u>	<u>Site</u>	<u>Position</u>	<u>Start Dt</u>
Shreve, Logan	GWC	Student Success and Equity Specialist Senior	01/16/25

External Hires

<u>Name</u>	<u>Site</u>	<u>Position</u>	<u>Start Dt</u>
Caldwell, Brandon	DIST	Transportation Scheduler	01/20/25

Transfers

<u>Name</u>	<u>Site</u>	<u>Position From</u>	<u>Position To</u>	<u>Start Dt</u>
Quinonez Tapia, Edgar	CCC	Public Safety Officer	Public Safety Officer	01/16/25

5. Approval of Appointment of Confidential Staff

None

6. Ratification of Appointment of Substitute, Faculty

None

7. Ratification of Appointment of Part-Time Faculty

None

8. 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 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>
Le, Mindy	CCC	Office Services Assistant	Student Programs Specialist	01/16/25	03/31/25
Pino, Victoria	OCC	Printing and Publishing Specialist I	Printing and Publishing Team Leader	11/12/24	02/12/25
Quiroz-Moreno, Jorge	GWC	Admissions and Records Specialist	Admissions and Records Specialist Senior	01/02/25	03/31/25

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>
*Armenta, Ceasar	OCC	Grounds and Landscape Specialist	Maintenance Specialist II	01/01/25	03/31/25
Benitez, Ana	OCC	Administrative Assistant	Accounting Technician EOPS/CARE	01/01/25	03/31/25
Do, Michelle Vi	OCC	Administrative Assistant	Program Coordinator- Early Childhood Lab School	01/01/25	03/31/25
*Lopez, Glory	OCC	Administrative Assistant	Division/Area Office Coordinator	01/01/25	03/31/25
Martinez, Maribel	OCC	Custodian Senior	Custodial Services Team Leader	01/01/25	03/31/25
Navarro, Guadalupe	CCC	Accounting Assistant Senior	Administrative Assistant I	01/01/25	03/31/25
Pacheco	OCC	Custodian	Maintenance Specialist I	01/01/25	03/31/25
Jeronimo, Arturo	OCC	Instructional Associate Sciences	Instructional Lab Coordinator	01/01/25	03/31/25
Profeta, Robert	OCC	Administrative Assistant I	Administrative Assistant II	01/01/25	03/31/25
Valle, Janet	OCC	Administrative Assistant I	Administrative Assistant II	01/01/25	03/31/25
Vu, Mary	CCC	Administrative Clerk	Division/Area Office Coordinator	01/01/25	03/31/25

*Work Experience Program

9. 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 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>
Alcala, Javier	CCC	Administrative Assistant II	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days within a 15-day period.	10/01/24	12/31/24
Quinonez, Rena	OCC	Foundation Development Coordinator	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days within a 15-day period.	01/01/25	02/15/25
Vu, Bridget	GWC	Student Programs Specialist	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days within a 15-day period.	11/12/24	02/12/25

Extension of End Dates to Project-Specific Assignments

<u>Name</u>	<u>Site</u>	<u>Title</u>	<u>Project-Specific Assignment</u>	<u>Extend From</u>	<u>Extend To</u>
Nguyen, Bai	OCC	Administrative Assistant	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days within a 15-day period.	01/01/25	02/28/25
Queja, Nalani	GWC	Instructional Associate	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days within a 15-day period.	12/01/24	02/28/25
Rodriguez, Teresa	GWC	Administrative Assistant I	Temporary duties that are not fixed and prescribed to the assigned position that exceed five working days within a 15-day period.	11/21/24	01/31/25

