

REGULAR MEETING MINUTES*

Board of Trustees Coast Community College District Board Room

**Wednesday, October 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 October 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 Dorn Parker, Hornbuckle, Moreno, Nguyen, Prinsky,
Student Trustee Espinoza

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.

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

Atif Chaudhry vs. Coast CCD, California Civil Rights Department Case No. 2024-10-26557706

Jennifer Daniels vs. Coast CCD, California Civil Rights Department Case No. 2025-02-28159115

Maria Del Refugio Cacho vs. Coast CCD et al., Orange County Superior Court Case No. 30-2025-01453203
John Doe vs. Ocean Institute et al., Orange County Superior Court Case No. 30-2025-01474329
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
Juillianna Hallsted vs. Coast CCD et al., Orange County Superior Court Case No. 30-2024-01389047
Melvin Marin vs. Golden West College et al., U.S. District Court Case No. 3:25-cv-0850
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
U.S. Office for Civil Rights vs. Golden West College, OCR Case No. 09232672
Dawn Willson vs. Coast CCD, California Civil Rights Department Case No. 2024-09-26064004

c. 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 the Board President Dorn Parker at 5:00pm

1.06 Adoption of the Agenda

The Board voted to adopt the agenda with modifications to agenda item 17.01.

Motion by Trustee Moreno, Second by Trustee Hornbuckle

Carried with the following vote:

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

1.07 Pledge of Allegiance

Student Trustee Espinoza led the Pledge of Allegiance

1.08 Report of Action in Closed Session

1.04 a. Public Employee Discipline/Dismissal/Release

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

Board voted on a motion by Trustee Hornbuckle, second by Trustee Moreno, to ratify the placement of a classified employee on administrative leave. That vote was 5-0

On a motion by Trustee Marino, a second by Trustee Hornbuckle, to make a motion to ratify the placement of a classified employee on administrative leave, and to ratify their resignation. That vote was 5-0.

On a motion by Trustee Nguyen, seconded by Trustee Hornbuckle, on a motion to ratify the resignation agreement of a classified employee, that vote was 5-0.

1.04 b. Conference with Legal Counsel: Existing Litigation

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

In the Orange County Superior Court case of Halstead v. Coast Community College District, a lawsuit was filed by former Coast employee Julie Halstead on March 22nd, 2024. The court had previously granted the district's anti-SLAP motion Under Code of Civil Procedure Section 425.16, and ordered the case dismissed. On October 6, 2025, the court granted the District's motion for legal fees and ordered Julie Halstead to pay the district \$20,775 as reimbursement for the district's attorney fees.

1.04 c. Conference with Labor Negotiator

Pursuant to *Government Code* § 54957.6

The board voted on a motion by Trustee Moreno, a second by Trustee Hornbuckle, voted to ratify MOU 25-7 with CFCP regarding recall from layoff at the OCC Children's Center on a vote of 5-0.

1.09 Public Comment

There were no requests for public comment.

2.00 Study Session – Accreditation

2.01 Discussion of the Accreditation Process and Standards Under the 2024 Accreditation Standards

The Trustees heard a presentation by Dr. Andreea Serban providing an overview of the accreditation process and standards under the 2024 accreditation standards, and the roles and responsibilities of the Board of Trustees.

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

3.01 Minutes

The Board voted to approve the minutes from the September 30, 2025, Regular Meeting.

Motion by Trustee Prinsky, Second by Trustee Moreno

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

3.02 Coastline College Special Programs and Services for Students with Disabilities Program Highlight

The Trustees heard a report highlighting the Coastline program by Director, Nick Wright.

3.03 Board Meeting Dates

The Board reviewed the Board Meeting Dates.

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

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

3.05 Deliverables Per Enterprise Master Agreement Requirements for Sections 8, 10, 11, 13, 20, 22 and 28

The Board reviewed the annual deliverables of the Enterprise LLC as required by the Master Agreement

3.06 Board Directives and Reports Log

The Board reviewed the Board Directives and Reports Log.

3.07 Board Policies and Administrative Procedures for First Reading

The Board reviewed the Board Policies and Administrative procedures for first reading.

4.00 Consent Calendar (Items 4.01 - 15.01)

The Board voted to approve the Consent Calendar.

Motion by Trustee Moreno, Second by Trustee Hornbuckle

Carried with the following vote:

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

5.00 Travel

5.01 DIS - Ratification of Administratively Approved Travel for Attendance at Meetings and Conferences

6.00 Ratification of Approved Student Trips

6.01 CCC – Student Trips

6.02 OCC - Student Trips

7.00 Ratification of Approved Special Events and Projects

7.01 CCC - Special Events and Projects

7.02 OCC - Special Events and Projects

8.00 Ratification of Approved Standard Agreements up to \$114,800

8.01 DIS - Standard Amendment #1 to the Independent Contractor Agreement with 10e Media

8.02 OCC - Independent Contractor Agreements

8.03 OCC - Standard Clinical Affiliation Agreements

9.00 Ratification of Approved Revenue Generating Agreements

9.01 DIS – Funded Programs

10.00 Ratification of Approved Institutional Memberships

10.01 DIS - Institutional Memberships

10.02 CCC - Institutional Membership

11.00 Ratification of Approved Off-Campus Assignments

11.01 CCC – Off Campus Assignments

12.00 Ratification/Approval of Personnel Items

12.01 DIS - Ratification of New Classified Job Descriptions: Child Care Center Aide, Instructional Lab Coordinator-Sciences, and Public Safety Technical Officer

12.02 DIS - Personnel

13.00 Ratification of Purchase Orders

13.01 DIS - Purchase Orders

14.00 Ratification of Checks

14.01 DIS - Checks

15.00 Ratification of General Obligation Bond Fund Transactions

15.01 DIS - General Obligation Bond Fund Transactions

16.00 Discussion Calendar

16.01 Discussion Calendar

17.00 Approval of Standard Agreements in Excess of \$114,800

17.01 DIS - Standard Professional Services Agreement with Cumming Management Group for the Golden West College Parking Lot Solar Project

Description: To facilitate the construction of the solar panels at Golden West College, the District will engage Cumming Management Group to provide construction management services. Cumming Management Group will assist the campus team with the development of project schedule and budget documents to ensure proper coordination and oversight of the Parking Lot Solar Project. The item was modified to correct the fiscal impact statement to read \$199,500 to be paid using Golden West College Testing Center which matched the attached contract.

The Board voted to approve the changes to the agenda item and the Standard Professional Services Agreement with Cumming Group, and authorized the Board

President or their designee to sign all documents indicating approval by the Board.

Motion by Trustee Hornbuckle, Second by Trustee Moreno

Carried with the following vote:

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

18.00 Ratification/Approval of Revenue Generating Agreements

18.01 DIS – Funded Programs

The board voted to approve participation in the funded program, 2025-2026 Strong Workforce Program Regional Funds (SWP-R). Copies of contracts and amendments will be kept on file in the Educational Services and Technology Office.

Motion by Trustee Moreno, Second by Hornbuckle

Carried with the following vote:

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

19.00 Ratification/Approval of General Items of Business

19.01 DIS - Approval of Standard Educational Administrator Employment Agreement (Raul Enciso, GWC)

The Board voted to approve the standard Educational Administrator Employment Agreement for Raul Enciso, serving as Director of Extended Opportunities and Programs at Golden West College, with an annual salary of \$128,105.

Motion by Trustee Hornbuckle, Second by Moreno

Carried with the following vote:

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

19.02 DIS - Approval of Non-Standard Dual Enrollment College and Career Access Pathways Partnership Agreement with Lake Elsinore Unified School District

The Board voted to approve the Non-Standard Dual Enrollment College and Career Access Pathways Partnership Agreement between Coast Community College District and LEUSD and to authorize the President of the Board of Trustees or designee to sign any related documents, indicating approval by the Board of Trustees.

Motion by Trustee Moreno, Second by Hornbuckle

Carried with the following vote:

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

19.03 DIS – Ratification of Non-Standard Memorandum of Understanding with Huntington Beach Union High School District

The Board voted to approve the data sharing Memorandum of Understanding (MOU) with HBUHSD to support the objectives for the concurrent enrollment of HBUHSD students at no cost to CCCD. Specifically, providing for sharing demographic and academic related information of HBUHSD students who are concurrently enrolled in Golden West College classes.

Motion by Trustee Hornbuckle, Second by Moreno

Carried with the following vote:

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

19.04 DIS - Bid Tabulations and Award of Contract for Contractor Services for the Orange Coast College Softball Restroom Site Work; Bid No. 2208

Description of Services: Orange Coast College is seeking contractor services for the installation of a new 40' x 12' portable restroom at the softball field. The project includes concrete and asphalt paving, underground utility connections, and storm-water management infrastructure. All work is intended to support the proper placement, access, and functionality of the new portable restroom facility. Construction is anticipated to begin on October 1, 2025, with completion expected by April 30, 2026.

Notices were published in the Daily Pilot on August 14, 2025, and August 21, 2025. Additionally, notices were sent out to 526 vendors utilizing the Planet Bids portal. An

onsite job walk was conducted on August 22, 2025, and 11 bids were received and opened on September 3, 2025. After opening, the apparent low bidder immediately withdrew after realizing a clerical error which materially affected its bid. After further review, the withdrawal was accepted, a scope review meeting was held with the second low bidder, and All American Building Services was determined to be the lowest responsive and responsible bidder.

The bid results are as follows:

<u>Bid Received From:</u>	<u>Total Bid:</u>
KNM Design Build	BID WITHDRAWN
All American Building Services PO Box 802586 Santa Clarita, California 91380	\$190,800.00
Cornerstone Construction Service, Inc.	\$245,000.00
JRH Construction Company, Inc.	\$266,293.00
Golden Gate Steel Inc.	\$277,982.00
Elegant Construction Inc.	\$297,500.00
South Coast Flooring & Installation, dBA Socoast Contracting	\$299,150.00
KGG Concrete Inc.	\$315,000.00
Corner Keystone Construction Corporation	\$317,708.80
Williamson Development group	\$327,000.00
Developers General Contracting, Inc.	\$360,075.00

Term: October 14, 2025 – November 30, 2025

Fiscal Impact: \$190,800 which includes \$20,000 in project allowance to be paid using Orange Coast College Capital Outlay Funds

The Board of Trustees voted to ratify the withdrawal of the bid of KNM Design Build, to award the standard contractor agreement to All American Building Services, the lowest responsive and responsible bidder, and to authorize the Board President or designee to sign all documents indicating approval by the Board.

Motion by Trustee Nguyen, Second by Hornbuckle

Carried with the following vote:

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

20.00 Policy Approval/Procedure Ratification

20.01 Board Policy and Administrative Procedure for Deletion

The Board voted to delete BP 7864 Pre-Retirement Reduced Schedule for Confidential Staff and AP 6980 Acquiring Federal Surplus Property

Motion by Trustee Hornbuckle, Second by Moreno

Carried with the following vote:

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

20.02 Board Policy for Approval

The Board voted to approve BP 2715 Code of Ethics for Members of the Board of Trustees

Motion by Trustee Hornbuckle, Second by Moreno

Carried with the following vote:

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

21.00 Close of Meeting

21.01 Adjournment

The Board voted to adjourn the meeting at 6:34pm in honor of OCC Campus Safety Officer Chip Melton's son, Troy who pitched in Game 1 of the MLB American League Division Series for the Detroit Tigers and in memory of Golden West College Automotive Technology student, Joseph Shiferaw who was killed in a car crash.

Motion by Trustee Moreno, Second by Hornbuckle

Carried with the following vote:

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



Julie Clevenger
Acting, Secretary of the Board

It is the intention of the Coast Community College District to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the Coast Community College District will attempt to accommodate you in every reasonable manner. Please contact the Secretary of the Board of Trustees to inform us of your particular needs so that appropriate accommodations may be made.