

EL CAMINO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING OF
Monday, August 15, 2011

The Board of Trustees of the El Camino Community College District met at 4 p.m. on Monday, August 15, 2011, in the Board Room at El Camino College.

The following Trustees were present: Trustee William Beverly, President; Trustee Ray Gen, Vice President; Trustee Maureen O'Donnell, Secretary; Trustee Mary E. Combs, Member; Trustee Kenneth A. Brown, Member; and Student Member Joshua Casper.

Also present were Dr. Thomas M. Fallo, Superintendent/President; Dr. Francisco Arce, Vice President, Academic Affairs; Ms. Jo Ann Higdon, Vice President, Administrative Services; Dr. Jeanie Nishime, Vice President, Student and Community Advancement; Ms. Barbara Perez, Vice President, Compton Community Educational Center; and Dr. Lynn Solomita, Interim Vice President, Human Resources.

Minutes of the Regular Board Meeting of July 18, 2011

The Minutes of the Regular Board Meeting of July 18, 2011 were approved.

Budget Presentation

Ms. Jo Ann Higdon made a presentation on the budget.

Consent Agenda

It was moved by Trustee Combs, seconded by Trustee Brown, that the Board adopt the items presented on the agenda in the following areas.

Academic Affairs

Board Policy 3750 – Use of Copyrighted Materials – First Reading

Administrative Procedure 3750 – Informational

Board Policy 6160 – El Camino College District Computer and Network Use Policy -
First Reading

Administrative Procedure 6160 – Informational

Center for the Arts Presentation – 2011/2012 Season

FTES Goals – Informational

Student and Community Advancement

Destruction of Records – EOPS/CalWORKs/CARE

Grants

Administrative Services

Notice of Public Hearing – 2011-12 Budget
Contracts Under \$78,900
Contracts Over \$78,900
Memorandum of Understanding
Personal Services Agreement
Contract Amendment – Medical Billing Technologies, Inc.
Declaration of Surplus Property
Purchase Orders and Blanket Purchase Orders

Measure E Bond Fund

Category Budgets and Balances
Notice of Job Completion – Insignia – Campus Signage and Wayfinding Project
Bid Award 2011-1 – Epic Production Technologies
Purchase Orders and Blanket Purchase Orders

Human Resources

Employment and Personnel Changes
Temporary Non-Classified Service Employees

President/Board of Trustees

Redistricting Action Plan
Boundary Review Committee July Agenda and Draft Meeting Notes
Citizens' Bond Oversight Committee
Travel

Board Policy 4231 – Grade Change and Accompanying Administrative Procedure

Board Policy 4231 – Grade Change and Accompanying Administrative Procedure were pulled from the agenda.

Motion carried. Trustee Beverly asked that the vote be rescinded.

It was moved by Trustee Combs, seconded by Trustee Brown that the Board adopt the items presented on the agenda in the above listed areas. Student Trustee Casper recorded a yes advisory vote. Motion carried.

Board Resolution to Establish Irrevocable OPEB Trust and Establish Retirement Board of Authority

It was moved by Trustee Combs, seconded by Trustee Brown, that the Board Resolution to Establish Irrevocable OPEB Trust and Establish Retirement Board of Authority be removed from the consent agenda. Student Trustee Casper recorded a yes advisory vote. Motion carried.

It was moved by Trustee O'Donnell, seconded by Trustee Combs, that the Board of Trustees Establish an Irrevocable OPEB Trust and Establish a Retirement Board of Authority. Note that the recommended Board action does not include the funding of such a Trust. Funding recommendation will be forthcoming on a future Board Agenda.

RESOLUTION _____

**IRREVOCABLE TRUST
ELCAMINO COMMUNITY COLLEGE DISTRICT
CERTIFIED RESOLUTIONS
OF THE BOARD OF TRUSTEES**

WHEREAS, the Board of Trustees (the “**Board**”) of El Camino Community College District (“**Employer**”) desires to establish a trust to be used for the purpose of: (i) investment and disbursement of funds irrevocably designated by Employer for the payment of its obligations to eligible employees (and former employees) of Employer and their eligible dependents and beneficiaries for life, sick, hospitalization, major medical, accident, disability, dental and other similar benefits (sometimes referred to as “other post-employment benefits,” or “**OPEB**”), in compliance with Governmental Accounting Statement Nos. 43 and 45; and (ii) investment and disbursement of excess funds held by Employer for future use in connection with any lawful purpose of Employer, as further described herein.

WHEREAS, the Board has the authority and desire to establish a 5-member Retirement Board of Authority of the Trust (the “**Retirement Board of Authority**”), (Fund __ method/option) which shall be appointed, terminated or replaced by the Employer at any time to serve at the pleasure of the Board, to have the authority to engage other necessary providers of services in connection with the Program, including the adoption of the Trust, the appointment of a fiduciary trustee and custodian, as well as to make any and all other decisions in the name of and on behalf of the Employer with regards to the Trust and other applicable agreements; that the appointment of the Trustee by the Retirement Board of Authority would be a recommendation to the District Board of Trustees for ratification.

NOW THEREFORE, be it:

RESOLVED, that the Retirement Board of Authority shall be established to serve at the pleasure of the Employer, with authority to make decisions on behalf of and in the name of the Employer with regard to the implementation of the Trust and other corresponding agreements and the following persons shall be appointed as the members of the Retirement Board of Authority, until such time as their successors shall be appointed by the Employer:

Vice President, Administrative Services
Vice President, Human Resources
Director, Business Services
Business Manager
Director, Human Resources

RESOLVED FURTHER, that the Retirement Board of Authority is hereby authorized and directed to execute the Adoption Agreement to implement the Trust; it is authorized and directed to execute any Program Services Agreements; and it is authorized to execute any other necessary agreements and take action as is necessary to appoint the Trustee and any investment manager, as well as appoint any other “Authorized Representatives” who may act on behalf of the Employer in accordance with the terms of the Trust;

RESOLVED FURTHER, that decision of the Retirement Board of Authority shall require an affirmative vote of at least a majority of the members of the Retirement Board of Authority and that the decisions of the Retirement Board of Authority may be made in accordance with Government Code §§ 54950 et seq. (the “Brown Act”).

RESOLVED FURTHER, that the members of the Retirement Board of Authority shall meet periodically, for regular or special meetings to be held at any place which has been designated from time to time by resolution of the Retirement Board of Authority, on such date as they shall determine but not less than every twelve (12) months, with the notice of such time and place of each meeting being provided with no less than seventy-two (72) hours notice that is delivered personally or electronically by telephone, facsimile or other electronic means, to review the investments held in the Trust and to transact such other business and make such other decisions as are required to be made by the Retirement Board of Authority;

RESOLVED FURTHER, that any meeting, regular or special, may be held in any manner consistent with the Brown Act.

RESOLVED FURTHER, that the members of the Retirement Board of Authority shall receive no compensation for serving as members of the Retirement Board of Authority;

RESOLVED FURTHER, that the members of the Retirement Board of Authority are hereby authorized and directed to take any and all other actions as they deem necessary and appropriate to carry out the purposes of these resolutions, including the execution of any and all applicable agreements to implement the Trust and to carry out the purposes of the Program as otherwise described therein.

RESOLVED FURTHER, that the members of the Retirement Board of Authority are hereby authorized to review and approve an Investment Policy Statement developed by the Trustee through consultation with the investment manager selected by the Trustee, which shall provide the guidelines for investment of funds and assets contributed by the Employer to the Trust, and that the Retirement Board of Authority are further authorized to amend the Investment Policy Statement from time to time as they shall determine appropriate based upon consultation and advice received from the Trustee and the investment manager.

RESOLVED FURTHER, that the Trustee shall have the authority to cause any or all of the assets of the Trust to be commingled, if the investment and the issuance of such investment thereof would be exempt under the provisions of Sections 2(a)(36), 3(b)(1) or 3(c)(11) of the Investment Company Act of 1940 or Section 3(a)(2) of the Securities Act of 1993, with the assets of trusts created by others, causing such money to be invested as part of a common and/or collective trust fund.

RESOLVED FURTHER, that the Retirement Board of Authority shall provide information and copies of investment statements and other similar reports regarding the Trust and its applicable investment performance to the Board on a not-less-than quarterly basis.

I DO HEREBY CERTIFY that I am the Secretary of the Board, and that the foregoing is a true and correct copy of the resolutions of the Board of Trustees of the Employer, duly adopted and approved at a meeting which was duly called and held in accordance with all applicable provisions of the law and the policies of the Employer, on _____.

I FURTHER CERTIFY that the above resolutions are presently in full force and effect and have not been amended or revoked.

IN WITNESS WHEREOF, this certificate has been executed on _____.

EL CAMINO COMMUNITY COLLEGE DISTRICT

CERTIFIED BY AND ATTESTED TO:

, Secretary of the Board

Student Trustee Casper recorded a yes advisory vote. Motion carried.

Compton Community Educational Center

Compton Community Educational Center Student Success Plan was presented as an informational item.

Public Comment

Mr. Nehasi Lee addressed the El Camino Community College District/Compton Community College District partnership.

Closed Session

Regular Meeting adjourned to a Closed Session at 5:50 p.m. which ended at 7:10 p.m.

Maureen O'Donnell, Secretary of the Board

Thomas M. Fallo, Secretary to the Board