

EL CAMINO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING OF
Monday, February 26, 2018

The Board of Trustees of the El Camino Community College District met at 4:01 p.m. on Monday February 26, 2018, in the Alondra Room of the El Camino College Bookstore.

The following Trustees were present: Trustee John Vargas, President; Trustee Cliff Numark, Vice President, Trustee Mary Combs, Secretary; Trustee Bill Beverly, Member; Trustee Kenneth Brown, Member; and Student Member Kongdy Lam arrived at 5:00pm for Open session

Also present were: Dr. Dena P. Maloney, Superintendent/President; Mr. Brian Fahnestock, Vice President/Administrative Services; Ms. Jane Miyashiro, Vice President/Human Resources; Mr. Ross Miyashiro, Vice President/Student Services; Dr. Jean Shankweiler, Vice President/Academic Affairs; Ms. Barbara Perez, Vice President/Compton College and Dr. Keith Curry President/Compton College

Public Comment – Closed Session Agenda Matters

There were no comments.

Closed Session

Regular Meeting adjourned to Closed Session at 4:02 p.m. to discuss the District's position regarding the following matters:

- A. Anticipated Litigation, Brown Act Section 54956.9 – Significant Exposure to Litigation
 - 1. 1 case
- B. Existing Litigation, Brown Act Section 54956.9(d)(1)
 - 1. Case # BC 613095
- C. Personnel Matters, Brown Act Section 54957
 - 1. Superintendent/President Evaluation

The Regular Meeting reconvened to Open Session at 5:03 p.m. No reportable action was taken during the Closed Session.

The Pledge of Allegiance to the Flag, led by Police Chief Michael Trevis.

Minutes of the Regular Board Meeting of January 16, 2018

It was moved by Trustee Brown, seconded by Trustee Combs, that the Minutes of the Regular Board Meeting of January 16, 2018 be approved as presented. Student Member Lam recorded a yes-advisory vote. Trustees, Beverly, Brown, Combs, Numark and Vargas voted yes. Motion carried.

Presentations

SS – 2018 Climate Survey – Ms. Irene Graff provided an overview of the 2018 Employee and Student Climate Surveys scheduled for distribution this spring term.

AS - El Camino Bond-Funded Building Program Update – Mr. Brian Fahnestock and Mr. Jack Bay presented renderings, projected budgets, completion dates and fly throughs for the Student Services, Administrative, Pool Classroom buildings and Gymnasium.

AA – Enrollment Management Update and Status of 2017-18 Projected Enrollment – Dr. Jean Shankweiler presented enrollment trends, strategies and activities including registration and marketing efforts.

PUBLIC HEARING - NONE

Public Comment: Requests to Address the Board of Trustees – Agenda and Non-Agenda Matters.

Ms. Chris Jeffries, President of Local 1388, Federation of Teachers, introduced members of the Federation. Federation member are usually not available to attend Board meeting because they meet at the same time. Chris encouraged those who are eligible to join the Federation.

Trustee William Beverly departed at 6:30pm

CONSENT CALENDAR

It was moved by Trustee Numark, and seconded by Trustee Combs, that the Board of Trustees accept and approve the items presented on the Consent Calendar.

Academic Affairs

- ACCENT - Study Abroad Summer 2018
- University Tickets, Inc.
- Los Angeles County Office of Education - Infant/Toddler Courses and Student Support Head Start-State Preschool
- California Hospital Medical Center
- Guest Choreographer for Spring Dance Concert
- 34th Annual Associated Collegiate Press Midwinter National College Journalism Convention
- College Media Association Spring 2018 National College Media Convention

Student Services

- Revision - El Camino Community College District 2017-2018 School Year Calendar
- Howe & Associates - HBCU Grant
- Riverside Community College and Historically Black Colleges and Universities (HBCU) Grant
- Updated F-1 Visa Agent Contract Template

Administrative Services

- Audit Services FY 2017-18
- Reissue of 2 Stale Checks
- Purchase Order and Blanket Purchase Order

Measure E

- Change Order - AMG & Associates, Inc. - Lot F & E Parking Structure Upgrade Project
- Change Order - Bomel Construction - Lot C Parking Structure Project
- Change Order – American Gardens, Inc. – Sand Volleyball Courts Project
- Contract Amendment - Sandy Pringle Associates Inspection Consultants – Lot F & E Parking Structure Upgrade Project
- Contract Amendment– Leighton Consulting, Inc. – Gymnasium Project
- Contract - KPFF Consulting Engineers - New Administration Building Project
- Contract – School Construction Compliance, LLC – New Administration Building Project
- Contract – School Construction Compliance, LLC – Pool Classroom Building Project
- Contract – ALTA Environmental – Pool Classroom Building Project
- Contract - Facilities Planning and Consulting Services – Music Building Replacement Final Project Proposal (FPP)
- Measure E Purchase Orders (PO) and Blanket Purchase Order (BPO)
- Measure E Category Budget and Balances

Human Resources

- Revised Job Description for Assistant Director of Facilities Planning and Services
- Revised Job Description for Locksmith
- Revised Job Description for Project Director - Student Equity Program
- Corrected Job Titles in Job Descriptions for Vice President - Human Resources and Vice President Student Services
- New Job Description - Lead Locksmith
- Academic Personnel Actions
- Classified Personnel Actions
- Temporary Non-Classified (TNC) Service Personnel Actions
- Administrative & Supervisor Personnel Actions

President's Office

- Destruction of Records - Community Advancement Division
- Cerritos College Foundation Amendment
- Long Beach Community College District Amendment to Contract
- International Travel
- SpaceData
- Citizens' Bond Oversight Committee Appointment

Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

ACTION ITEMS

Academic Affairs - NONE

Student Services - NONE

Administrative Services

- 10.1 AS - Resolution No. 02-26-2018A of the Board of Trustees of El Camino Community College District Delegating Authority to Award Contracts for Energy Efficiency and Energy Generation Projects ("Energy Service Contracts")

It was moved by Trustee Brown, seconded by Student Member Lam, that the Board of Trustees adopt Resolution No. 02-26-2018A to delegate authority to the Superintendent/President or her designee, the Vice President, Administrative Services, to enter into Energy Service Contracts. Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

- 10.2 AS - Resolution No. 02-26-2018B of the Board of Trustees of the El Camino Community College District Authorizing Procurement of Food Service Vendor Services and Delegation of Authority to Enter Into Contract(s) with Food Service Vendor(s)

It was moved by Student Member Lam, seconded by Trustee Combs, that the Board of Trustees adopt Resolution No. 02-26-2018B to: (i) authorize solicitation of proposals to provide food/beverage services with a competitive proposal process; and (ii) delegation of authority for the Superintendent/President or her designee to enter into contracts with third-party food/beverage vendors, provided that such contracts are subsequently approved or ratified by the Board of Trustees. Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

- 10.3 AS - Simpler Systems, Inc.

It was moved by Trustee Combs, seconded by Trustee Brown that the Board of Trustees approve a 28-month contract with Simpler Systems, Inc. for financial reporting services. Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

- 10.4 AS- Civitas Learning, Inc.

It was moved by Trustee Combs, seconded by Trustee Brown that the Board approve entering into a three (3) year contract with Civitas Learning to provide software services relating to course scheduling. Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

- 10.5 AS - Campus Logic, Inc.

It was moved by Student Member Lam, seconded by Trustee Brown, that the Board of Trustees approve entering into a 3 year agreement to purchase Campus Logic, a financial-aid software program to improve

communications with students and streamline overall operations. Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

- 10.6 AS- Cisco 9000 Firepower Firewall

It was moved by Trustee Combs, seconded by Trustee Brown that the Board of Trustees approve replacing the current end of life Cisco ASA firewall and VPN client software with a current next generation firewall system utilizing both on premise and off premise advanced security systems. Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

- 10.7 AS - Avtec, Inc.

It was moved by Trustee Brown, seconded by Student Member Lam that the Board of Trustees approve the purchase of (3) three IP based dispatch systems to replace current police communication console system in the campus police department for the purpose of public safety communications. Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

- 10.8 AS - Notice of Job Completion - Climatec, LLC - Science Buildings Retrofit

It was moved by Trustee Brown, seconded by Trustee Combs that the Board of Trustees accept as complete the following project and authorize final payment to Climatec, LLC for the work performed on the Science Buildings Retrofit. Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

Measure E

- 11.1 E - Bid Award No. 2017-4 - New Administration Building Project - ACC Contractors, Inc.

It was moved by Trustee Combs, seconded by Student Member Lam that the Board of Trustees award Bid No. 2017-4 to the following responsible bidder in accordance with the specifications, terms, and conditions of the above-named bid for the New Administration Building Project. Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

- 11.2 E - Contract – RMA Group – New Administration Building Project

It was moved by Trustee Combs and seconded by Trustee Brown that the Board of Trustees approve entering into a contract with RMA Group for construction special inspection and testing services for the New Administration Building project. Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

- 11.3 E - Contract - Sandy Pringle Associates Inspection Consultants – Pool Classroom Building Project

It was moved by Trustee Brown and seconded by Student Member Lam, that the Board of Trustees approve entering into a contract with Sandy Pringle Associates Inspection Consultants for Division of State Architects (DSA) inspection services for the Pool Classroom Building Project. Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

- 11.4 E - Contract – Leighton Consulting, Inc. – Pool Classroom Building Project

It was moved by Trustee Brown and seconded by Trustee Combs, that the Board of Trustees approve entering into a contract with Leighton Consulting, Inc. for construction geotechnical observation and testing services for the Pool Classroom Building Project. Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

- 11.5 E - Contract – Twining Consulting – Pool Classroom Building Project

It was moved by Student Member Lam and seconded by Trustee Brown, that the Board of Trustees approve entering into a contract with Twining Consulting to provide special inspection and materials testing for the Pool Classroom Building Project. Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

- 11.6 E - Change Order – Tobo Construction – Student Services Center Project

It was moved by Trustee Brown and seconded by Trustee Vargas, that the Board of Trustees approve a change order for Tobo Construction for the Student Services Center Project. Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

- 11.7 E - Lend Lease (US) Construction

It was moved by Trustee Combs and seconded by Trustee Numark that the Board of Trustees approve a three-year contract extension with Lend Lease (US) Construction for the management of the El Camino Community College District, bond-funded building program. Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

- 11.8 E - Notice of Job Completion – Bomel Construction – Lot C Parking Structure

It was moved by Trustee Brown and seconded by Trustee Combs, that the Board of Trustees accept as complete the following project and authorize final payment for the work. Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

Human Resources

- 12.1 HR - Approval by Board of Trustees: El Camino College District and El Camino College Federation Memorandum of Understanding

It was moved by Trustee Numark and seconded by Trustee Brown, that the Board of Trustees approve the Memorandum of Understanding (MOU) between the El Camino Community College District and the El Camino College Federation of Teachers, Local 1388, AFT, AFL-CIO regarding Tuberculosis Examinations dated December 19, 2017. Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

- 12.2 HR - Approval and Ratification by Board of Trustees: El Camino Police Officers Association Memorandum of Understanding

It was moved by Trustee Combs and seconded by Trustee Brown, that the Board of Trustees approve and ratify the Memorandum of Understanding, dated December 15, 2017, between the El Camino Community College District and the El Camino Police Officers Association. Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

- 12.3 HR - Approval by Board of Trustees: Sworn Police Officers Salary Schedule

It was moved by Student Member Lam and seconded by Trustee Brown, that the Board of Trustees approve the proposed salary schedule for the El Camino Community College District and Compton College Sworn Police Officers Salary Schedule. Student Member Lam recorded a yes-advisory vote. Trustees Brown, Combs, Numark and Vargas voted yes. Motion carried.

Compton College - NONE

Superintendent/President - NONE

Future Action Item/ General

15.1 Governor's 2018-19 Budget for the California Community Colleges

Policies and Procedures - NONE

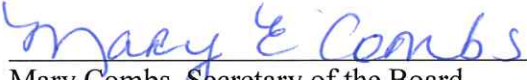
Oral Reports

Oral reports were presented by:

- Dr. Kristie Daniel-DiGregorio – Academic Senate
- Dr. Keith Curry – Compton College
- Kong Dik Lam - Board of Trustees
- Dr. Dena Maloney – Superintendent/President

Adjournment

The meeting adjourned at 7:56 p.m.


Mary Combs, Secretary of the Board


Dena P. Maloney, Secretary to the Board