

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
114 South Del Rosa Drive, San Bernardino, CA 92408

Minutes of the Regular Meeting of the Board of Trustees
Thursday, July 11, 2013 – 4:00 p.m. – Board Room

1. CALL TO ORDER

Dr. Singer called the meeting to order at 4:00 p.m.

Members Present:

Dr. Donald L. Singer, President
John Longville, Vice President
Donna Ferracone, Clerk
Gloria Macias Harrison
Dr. Kathleen Henry
Joseph Williams
Nickolas W. Zoumbos
Yasmeen Flores, Student Trustee, CHC

Members Absent:

Rosalinda Sosa-Sanchez, Student Trustee SBVC

Administrators Present:

Bruce Baron, Chancellor
Timothy L. Oliver, Interim Vice Chancellor Fiscal Services
Dr. Cheryl Marshall, President, CHC
Dr. Gloria Fisher, Interim President, SBVC

Administrators Absent:

Tanya Rogers, Interim Vice Chancellor Human Resources

2. PLEDGE OF ALLEGIANCE

Trustee Longville led the Pledge of Allegiance.

3. INSTITUTIONAL PRESENTATIONS

Redistricting

Kimi Shigetani, Vice President of the Community College League of California, and Brian Martin, Senior Analyst of Redistricting Partners, presented an analysis of the California Voting Rights Act. The CVRA includes the overall ethnic makeup of the district, an analysis of key ballot measure and candidate races to determine the existence of and severity of racially polarized voting, and drawing of potential district lines to see if districts can be created that are majority-minority or influence.

Mr. Martin provided ethnic population and citizen voting age population statistics. He explained a Latino density map of the district's service area. His firm reviewed past elections, board composition, overall ethnic makeup of the district, and conducted an analysis of key ballot measures and candidate races to determine the existence of and severity of racially polarized voting.

He shared three redistricting plans (maps). He explained that each of the 7 areas on each map contained a population of approximately 100,000 people.

Trustee Williams asked for the maps in black and white. Dr. Henry asked for maps with street names.

The Chancellor said we are required to hold two public hearings on this topic and before the board can select a plan to vote on.

Safety

The Chancellor said Trustee Longville advocated on behalf of the Board to improve safety in the district. He also acknowledged classified employee Sarah Miller for her role in the changes made in the area of safety.

Whitney Fields, Environmental Health and Safety Administrator, talked about the areas of safety program development, promotion, evaluation, training and achievement.

Six new safety programs have been developed, and eight existing programs have been revised. Safety promotional materials include the edition of a safety newsletter, safety resources pamphlets, and safety workshops.

Safety inspections are conducted bi-annually and corrective action is taken if necessary. Safety inspections are conducted routinely in high risk departments. Ergonomics procedures have been streamlined. Ergonomic evaluations are made accessible to employees and resources are provided based on recommendations to correct ergonomic concerns.

Supervisors and employees are provided resources and information on how to get safety training. Online training courses have been revised to run more

effectively. Supervisors and administrators are able to run compliance reports for their departments.

A draft of the Emergency Operations Plan has been completed. The Hazardous Mitigation Plan was completed in 2013 so it is hoped the district will get some funding with the approval of this plan.

Safety accomplishments include lower accident claims both in frequency and in severity and a vast improvement to the EH&S training database and website. The overall safety culture at SBCCD has improved dramatically.

The goal is to continue safety program development and revisions as needed and to improve response time on corrective action following safety inspections and audits. Safety through live and online training and written materials will be promoted. Safety culture will be promoted and effective safety committees will continue to identify measurable goals to accomplish during the fiscal year.

The Risk Management Strategic Plan includes targeted safety training, accident investigation training, claims reporting training and return to work program development.

Mr. Fields announced the district received the Good Neighbor Award from the American Red Cross CEO Yvette Ramos and recognition of the Good Neighbor Award from Assemblyman Mike Morrell. These awards recognized the district for its efforts in partnering with the American Red Cross and its emergency preparedness efforts.

Trustee Ferracone asked if the campuses had an alert system in place to notify everyone, including students and faculty inside classrooms. Mr. Fields said the district is working with Blackboard Connect, but it is still a work in progress.

Trustee Williams thanked Trustee Longville for “sticking with the issue to make sure it was carried out.” He asked to see progress on the goals. Trustee Harrison said she appreciated the text messages and phone calls to test the alert system.

Dr. Singer also thanked Trustee Longville for his efforts and interest in this issue. Trustee Longville thanked the employees for bringing the issues forward.

The Board thanked Mr. Fields for his presentation.

4. REPORTS

A. Board Members

- Trustee Williams participated in a linked learning opportunity with San Bernardino City USD on how to link classroom learning to experiences and applications. He also participated in a hearing on social impact financing and suggested the Board might want to do a

study session on this topic in the future because it would be good for the Professional Development Center.

B. Student Trustees

- Ms. Flores reported some students have been having problems getting on OmniTrans. The Chancellor asked her to meet with him.

C. Chancellor

- Mr. Baron introduced Tim Oliver, the new Interim Vice Chancellor of Fiscal Services. Through the efforts of Alisa Moore, the Chancellor has a monthly column in THE SUN newspaper. The district was awarded a consortium grant in the area of information and communication technology/digital media which was featured in the column. The grant is for \$300,000 the first year and is renewable for another three years.

5. PUBLIC COMMENT

Parent of SBVC Middle College High School Esmeralda Negrete urged the Board to consider a change in the policy and administrative procedure regarding the grounds for and types of discipline actions for students enrolled in the Middle College High School at SBVC.

6. CONSENT AGENDA

The following changes were made in the Consent Agenda:

Item 5.C.3. Consideration of Approval of Conference Attendance – Delete Tanya Rogers to San Francisco, California

Trustee Henry moved, Trustee Ferracone seconded, and the Board members voted as follows to approve the Consent Agenda:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos
Flores (advisory)

NOES: None

ABSENT: Sosa-Sanchez (advisory)

ABSTENTIONS: None

7. ACTION AGENDA

Approve Routine Contracts and Agreements

Trustees Williams urged the district to collaborate whenever possible with speakers and training because it is beneficial to students participating in our system.

Trustee Williams moved, Trustee Harrison seconded, and the Board members voted as follows to approve Routine Contracts and Agreements:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos
Flores (advisory)

NOES: None

ABSENT: Sosa-Sanchez (advisory)

ABSTENTIONS: None

Approve Classified Employee Retirement

Trustee Henry moved, Trustee Zoumbos seconded, and the Board members voted as follows to accept the retirement of Jacqueline Buus, Executive Assistant to the Chancellor, effective September 1, 2013:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos
Flores (advisory)

NOES: None

ABSENT: Sosa-Sanchez (advisory)

ABSTENTIONS: None

Approve Management Employee Retirement

Trustee Henry moved, Trustee Zoumbos seconded, and the Board members voted as follows to accept the retirement of Angie Ontiveros, Payroll Supervisor, District, effective July 1, 2013:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos
Flores (advisory)

NOES: None

ABSENT: Sosa-Sanchez (advisory)

ABSTENTIONS: None

Present CSEA #291 Initial Proposal to the District

The CSEA #291 initial proposal to the District was submitted for official receipt.

Trustee Singer opened the public hearing for comments. Hearing no comments, he closed the public hearing.

Trustee Longville moved, Trustee Henry seconded, and the Board members voted as follows to accept the CSEA #291 initial proposal to the District:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos
Flores (advisory)

NOES: None

ABSENT: Sosa-Sanchez (advisory)

ABSTENTIONS: None

Present the District's Initial Proposal to CSEA #291

The District's initial proposal to CSEA #291 was submitted for official receipt.

Trustee Singer opened the public hearing for comments. Hearing no comments, he closed the public hearing.

Trustee Longville moved, Trustee Zoumbos seconded, and the Board members voted as follows to accept the District's initial proposal to the CSEA #291:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos
Flores (advisory)

NOES: None

ABSENT: Sosa-Sanchez (advisory)

ABSTENTIONS: None

Consideration of Approval of Bond Measure M Construction Change Orders and Contract Amendments

Trustee Ferracone moved, Trustee Zoumbos seconded, and the Board members voted as follows to approve the following Bond Measure M construction change orders and amendments:

Business Building - SBVC

Doug Wall Construction, CO-07, in the amount of \$122,810.00

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos
Flores (advisory)

NOES: None

ABSENT: Sosa-Sanchez (advisory)

ABSTENTIONS: None

Approve Amendment 005 to the Steinberg Architects Contract

Trustee Harrison moved, Trustee Henry seconded, and the Board members voted as follows to approve Amendment 005 to the Steinberg Architects contract, in the amount of \$7,300.00:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos
Flores (advisory)

NOES: None

ABSENT: Sosa-Sanchez (advisory)

ABSTENTIONS: None

Approve Change Order 02 for Coutts Heating & Cooling, Inc. Contract

Trustee Henry moved, Trustee Zoumbos seconded, and the Board members voted as follows to approve Change Order 02 for the Coutts Heating & Cooling, Inc. contract, in the amount of \$9,512.00:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos
Flores (advisory)
NOES: None
ABSENT: Sosa-Sanchez (advisory)
ABSTENTIONS: None

Award Bid and Contract to Woodcliff Corporation

Trustee Harrison asked if the district has done what is possible to encourage local bidders. She stressed we need to do a better job and research how to get local bidders to take some of these jobs and participate in the development of the local economy. Trustees Henry and Ferracone concurred.

The Chancellor said local employers and contractors were encouraged to participate, but the district is bound by law which says we must hire the lowest responsible bidder and being a local bidder is not a parameter for hiring a contractor.

Scott Stark, Interim Vice President of Administrative Services at SBVC, said eight firms bid the contract. The district held a pre-bid gathering with all the contractors to encourage them to meet with the local subcontractors.

Trustee Longville said if the district approves a community benefit agreement, we can put into the agreement provisions that deal with local contractors. He hopes to discuss the issue in detail at a future study session. Trustee Ferracone suggested we have a full presentation on this topic so the new board members can be apprised of the possibilities. Trustee Harrison would like to see a plan that is more than one isolated effort to bring together local subs and contractors.

Trustee Longville moved, Trustee Singer seconded, and the Board members voted as follows to award bid and approve contract with Woodcliff Corporation for the Auditorium Renovation project, SBVC, in the amount of \$6,800,000.00:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos
Flores (advisory)
NOES: None
ABSENT: Sosa-Sanchez (advisory)
ABSTENTIONS: None

Approve Contract with HMC Architects

Trustee Harrison moved, Trustee Zoumbos seconded, and the Board members voted as follows to approve a contract with HMC Architects for architectural

services on the Field Improvement and Miscellaneous Bond Improvements Projects, SBVC, in the amount of \$20,000.00:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos
Flores (advisory)

NOES: None

ABSENT: Sosa-Sanchez (advisory)

ABSTENTIONS: None

Approve Termination of Contract with Kishimoto Architects, Inc.

Trustee Longville moved, Trustee Zoumbos seconded, and the Board members voted as follows to approve the termination of a contract with Kishimoto Architects, Inc.:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos
Flores (advisory)

NOES: None

ABSENT: Sosa-Sanchez (advisory)

ABSTENTIONS: None

Approve Sole Source Purchases with Blackboard, Inc.

Trustee Henry moved, Trustee Harrison seconded, and the Board members voted as follows to approve the purchase of Blackboard products and support services as sole source:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos
Flores (advisory)

NOES: None

ABSENT: Sosa-Sanchez (advisory)

ABSTENTIONS: None

Conduct Public Hearing on CHC Final Supplemental Environmental Impact Report and the SBVC Stadium Expansion Final Supplemental Environmental Impact Report

Trustee Singer opened the public hearing for comments. Hearing no comments, he closed the public hearing.

Adopt Resolution Certifying a Supplemental Environmental Impact Report for the Proposed CHC Master Plan Update and Adopt a Mitigation Monitoring Program

Trustee Harrison moved, Trustee Longville seconded, and the Board members voted as follows to adopt a resolution certifying that the Supplemental Environment Impact Report was prepared pursuant to the California Environmental Quality Act (CEQA) and that the information in the SEIR

represents independent judgment and has been considered in the decision to approve the CHC Master Plan:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos
Flores (advisory)
NOES: None
ABSENT: Sosa-Sanchez (advisory)
ABSTENTIONS: None

Adopt Resolution and Proceed with SBVC Stadium Expansion Project

Trustee Harrison moved, Trustee Zoumbos seconded, and the Board members voted as follows to adopt a resolution certifying the Supplemental Environmental Impact Report and approve the Stadium Expansion Project:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos
Flores (advisory)
NOES: None
ABSENT: Sosa-Sanchez (advisory)
ABSTENTIONS: None

Approve Economic Development and Corporate Training Foundation

This item was deleted from the agenda.

Appoint Board Member to Serve on the Economic Development and Corporate Training Foundation Board of Directors

This item was deleted from the agenda.

Accept Board Policies 2140 Public Participation at Board Meetings and 6330 Purchasing for First Reading

Trustee Harrison moved, Trustee Longville seconded, and the Board members voted as follows to accept Board Policies 2140 Participation at Board Meetings and 6330 Purchasing for First Reading:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos
Flores (advisory)
NOES: None
ABSENT: Sosa-Sanchez (advisory)
ABSTENTIONS: None

Trustee Williams asked for additional information on the purchase policy and what other districts are doing. The Chancellor responded we need to look at the law. Trustee Ferracone said this policy is for general fund expenditures as opposed to outside vendors. Mr. Baron said he would provide Ed Code, Public Contract Code and Government Code citations.

Trustee Longville asked again that at some point in the near future he would like to have an attorney present during board meetings. His perception was the amount of money spent on one or two mistaken decisions wipes out the savings quickly and, we would be well served to have a good attorney available. Trustee Ferracone said this could be a discussion topic for the upcoming Board study session.

8. INFORMATION ITEM

A. Summary of Bond Measure M Capital Improvement Program Change Orders and Amendments for Construction Contracts

B. Budget Report

C. Purchase Order Report

Trustee Henry asked if staff could provide more details in the Purchase Order Report under the heading "Purchase Order Description." Mr. Baron said staff could provide a more detailed explanation.

D. General Fund Cash Flow Analysis

E. Clery Act Compliance Report

F. Administrative Procedure 6330 Purchasing

G. Applause Cards

9. STAFF REPORTS

A. SBVC President

- A written report was submitted.

B. SBVC Academic Senate

- Absent.

C. SBVC Classified Senate

- Cassandra Thomas thanked the trustees for their continued support of the senate. Five senators were sent to the leadership conference in Sacramento. The constitution is being revised.

D. SBVC ASB

- Absent.

E. CHC President

- A written report was submitted.

- F. CHC Academic Senate
 - Absent.
 - G. CHC Classified Senate
 - Absent.
 - H. CHC ASB
 - Absent
 - I. CTA
 - Absent.
 - J. CSEA
 - Absent.
10. ADJOURN

Dr. Singer adjourned the meeting at 5:50: p.m.

Donna Ferracone, Clerk
San Bernardino Community College District Board of Trustees