

SOLANO COMMUNITY COLLEGE DISTRICT GOVERNING BOARD

UNADOPTED MINUTES

July 15, 2015

1. CALL TO ORDER

A Regular Meeting of the Solano Community College District Governing Board was called to order at 6:30 p.m., on Wednesday, July 15, 2015, in the Denis Honeychurch Board Room, Room 626, 4000 Suisun Valley Road, Fairfield, California 94534, by Board President Young.

2. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

At the request of Board President Young, Stan Arterberry led those present in the pledge of allegiance to the flag of the United States of America.

3. ROLL CALL

A. Marie Young, President
Michael A. Martin, Vice President
Monica Brown
Sarah E. Chapman, Ph.D.
Denis Honeychurch, J.D.
Pam Keith
Rosemary Thurston
Stan R. Arterberry, Secretary

Others Present:

Leigh Sata, Executive Bonds Manager
Wade Larson, D.M., Associate Vice President, Human Resources
Shirley Lewis, J.D., Chief Student Services Officer
Yulian Ligioso, Vice President, Finance and Administration
Jill Crompton, Executive Coordinator, Superintendent/President-Governing Board

4. APPROVAL OF AGENDA

The following corrections should be made to agenda items as follows:

- 1) Closed session **Item 6.(c)** change from one potential case to two potential cases Yu and DFEH # 477432-145511.

- 2) Item **13.(b)** on page 71. For board policy 1077, please delete the word “and” after the word “Standard”.
- 3) Item **13.(b)** on page 72. For board policy 2035, please delete the initials GF/no.
- 4) Item **13.(b)** on page 73. For board policy 2045, please add an “s” at the end of the word “Standard”.
- 5) Item **13.(l)** on page 86 - remove from the agenda.
- 6) Item **14.(a)** “Leasing of Fields/Permission to improve Fields” on page 116 - remove from the agenda.

Moved by Trustee Thurston and seconded by Trustee Keith to approve the Agenda as amended.
Motion passed.

5. COMMENTS FROM MEMBERS OF THE PUBLIC

Melvin A Rodrick a resident of the Tiara Development @ Northgate near the Vallejo campus presented his concerns regarding the lack of notification when Solano Community College District planned to buy property adjacent to the housing development. Mr. Rodrick prefers a practical solution of buying property with better access and large enough for the campus facilities to be contiguous. There are tax implications as well.

Mark Van Pelt, a resident of Solano County since 1988, President/Construction Manager of Van Pelt Construction, and a vendor for building 1200 spoke about the bond program. Mr. Van Pelt stated that this Governing Board holds the Bond Team accountable. There are challenges and as a vendor he can attest to the fact that the Board does hold them accountable. The Board is involved and concerned about positive impact to curriculum, project cost and quality of facilities as well as community relations.

John de la Torre a resident of Belvedere is seeking either an easement or a land swap that would give up a portion of land that is now owned by the homeowners association in exchange for a narrow strip of land to allow for a 10 foot separation between the homeowners and the College. This is to allow the Belvedere HOA to install a gate to separate the two properties.

Lyman Dennis, Chair Citizens Bond Oversight Committee, CBOC, spoke to support the college mission. He would like the committee to be involved on projects with the College. Has requested time on the upcoming August 5th Board meeting agenda.

6. CLOSED SESSION

Board President Young called the Closed Session to order at 6:45p.m. in the Pam Keith Conference room.

- (a) Conference with Labor Negotiator (Govt. Code § 54957.6)
Agency Negotiator: Wade Larson, D.M., Associate Vice President, Human Resources
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39

- (b) Conference with Legal Counsel—Anticipation Litigation
Significant exposure to litigation pursuant to subdivision (d) of Govt. Code §54956.9:
four potential case(s)
- (c) Conference with Legal Counsel—Existing Litigation
(Subdivision (a) of Govt. Code §54956.9)
Case #: FCS045285 and Case #: FCS045360
- (d) Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)
- (e) Public Employee Performance Evaluation (Govt. Code §54957)
Jowel C. Laguerre, Ph.D., Superintendent-President

7. RECONVENE REGULAR MEETING

Board President Young reconvened the Regular Meeting at 7:56 p.m.

8. REPORT OF ACTION TAKEN IN CLOSED SESSION

- (a) The Board held Conference with Labor Negotiator and CCA/CTA/NEA, CSEA, Operating Engineers—Local 39 in Closed Session, and no action was taken.
- (b) The Board held Conference with Labor Negotiator (Govt. Code § 54957.6)
Agency Designated Representative: Wade Larson, D.M., Associate Vice President, Human Resources Unrepresented employee: Interim Superintendent-President and no action was taken
- (c) The Board held Conference with Legal Counsel—Anticipated Litigation
Significant exposure to litigation pursuant to subdivision (d)(2) of the Government Code Section 54956.9: (one case) and the claim was denied unanimously.
- (d) Conference with Legal Counsel—Existing Litigation (Subdivision (a) of Govt. Code §54956.9) Case #: FCS045285 and Case #: FCS045360 and no action was taken
- (e) The Board held Conference with Public Employee Discipline/Dismissal/Release and no action was taken.

9. COMMENTS FROM MEMBERS OF THE PUBLIC (CONTINUED)

George Guyan spoke on behalf of the Central Solano Citizens Taxpayers Group and Solano County Taxpayers Association. Mr. Guyan commends the previous speaker regarding his comments about the land purchase in Vallejo. He also suggests that the closed session be held at the end of the meetings. Mr. Guyan noted that there is not an easy way for public to park due to visitor parking being limited to 30 minutes. Additionally he thinks that ADA access is not readily available.

Governing Board President Young asked Interim Superintendent-President Arterberry to address item 10.(b) before item 10.(a). President Arterberry requested that Vice President Yulian Ligioso report on an opportunity to reduce debt service to taxpayers by re-funding. Financial advisor, Sarah Hollenback of Public Financial Management Inc. in San Francisco discussed an option to refinance the existing measure G bonds. Ms. Hollenback provided interest rates trends over the past 20 years and spoke about favorable current to execute a refinance. The savings will net out approximately 4.4% savings of the bonds being re-funded. Ms. Hollenbeck will bring the item to the Board on August 5th if the Board chooses to move forward with the re-funding. The refinancing will only occur if set minimums are met to ensure that savings are recognized.

Trustee Brown asked whether this would be an opportunity for the measure Q bond. Ms. Hollenbeck stated that typically there is a 10 year call measure when bonds are issued and that Measure Q bonds are not currently eligible.

The Board gave direction to President Arterberry that the College should move forward with this transaction.

10. REPORTS (NO ACTION REQUIRED):

- (a) Reflections from the 2015 Superintendent-President's Leadership Academy - Monique Chappel, Human Resources Recruiter, Christy Green, Chemistry Lab Technician, and Myron Hord, Facilities Custodial Supervisor delivered their viewpoint.

Myron Hord reported that the Leadership Academy focused on understanding personality traits, how funding for the Community College works, and budgets for our specific college followed by scenarios that you had to resolve. Mr. Hord stated that Dr. Laguerre also asked all in attendance to act as CEO of their area/department. He is grateful for the opportunity and hopes that the Board will continue to offer this academy.

Monique Chappel spoke of the positive outcome from this opportunity and to see that other employees share the same goals. She also learned of the opportunity for all to be CEO of his/her area and is happy to have attended the academy. Ms. Chappel proudly displays the award received at the Academy and promotes the positive effects of the Academy to peers.

Christie Green appreciated the impressive leaders who spoke at the Leadership Academy including Dr. Teresa Scott, Melvina King, Yulian Ligioso, and Dr. Debra Blue who spoke about perseverance. Ms. Green met key leaders, learned their perspectives on how to seek new resources, and to improve networking. Since the Academy, Ms. Green successfully used what she learned while working with architects for the design of the new science building. Ms. Green feels privileged to have been invited to attend and she hopes that the Board will continue to give others the opportunity in the future.

- (b) Children's Program Annual Report -

Christie Speck, Director of Children's Program reviewed the successes, challenges of the 2014-2015 year and the next steps. The program served 82 full time students. It also employed student workers. The Program has a new name for the 2015-2016 year, the Early Learning Center. Additionally the debt for last year is less than expected. The Center has closed one toddler room to stay within budget and retain services for existing students.

Trustee Chapman asked in what capacity the program serves low income students, transitioning foster youth, veterans, etc. The program either employs the parent or provides care for their children

Trustee Brown asked about pre-k certificates and how they are obtained? The College has received funding in Solano County through the Children's Network so that transitional kindergarten teachers can come to Solano Community College for the Child Development Family Studies courses they need to complete for certification.

(c) Umoja Program Scholars Update

Dr. Karen McCord, Director of Umoja Program Scholars, shared a short video of student testimonials which is available online at Solano.edu/umoja. The program name UMOJA means unity. Their goal is to educate the entire person. The year in review is available on the website. UMOJA received the Chancellor's award for excellence in student programs in the 2014-2015 year.

(d) Preliminary Response to first Grand Jury Report dated June 24, 2015

Leigh Sata, Executive Bonds Manager, addressed the Grand Jury (first) report dated June 24th. There are 4 findings in the report addressed by Mr. Sata, 4 recommendations, and 3 comments. The preliminary response was on July 15, 2015, the second grand jury report dated June 25, 2015 will be addressed August 5, 2015 with the final response before September 23, 2015. A copy of the complete report is available in the Superintendent-Presidents Office.

Sheldon Jefferson, Business Outreach Specialist held an event last week for firms who may wish to bid for contracts. Forty Five companies were represented at the event.

Governing Board President Young acknowledged the following for Public Comment:

Robert Daprato hopes that the information presented by Mr. Sata this evening and in the future is broadcast to the community to alleviate some of the public concern. Mr. Daprato has serious concerns about Measure Q including whether the College would grow into the new buildings, additionally enrollment is low. We may need to refocus on all students to offer assistance similar to the UMOJA program. The Vallejo campus needs infrastructure (library, counseling center, labs) to support Vallejo students.

George Guyan disagrees with some of Mr. Sata's report. Initially Mr. Guyan was presented a bill when he requested information from the college. He indicated that the Brown act did not allow

that and eventually received the requested information. Mr. Guyan said that a newspaper article in the Reporter stated that a project list did not exist. The oversight committee had many obstacles in doing their job.

(e) Superintendent-President

President Stan Arterberry requested that the Trustees complete the survey provided to them this evening.

11. CONSENT AGENDA – ACTION ITEMS

Superintendent-President

- (a) Minutes for the Special Board Meetings held on June 22, and June 24, 2015
- (b) Agreement between the Association of Community College Trustees and Solano Community College District, Page 1

Human Resources

- (c) Employment – 2015-2016; Gratuitous Service; Resignation of Employees, Page 5

Finance and Administration

- (d) Personal Service Agreements, Page 9
- (e) Warrant Listings, Page 12
- (f) Proposed Agreement with Total Compensation Systems, Inc. (TCS), Page 13
- (g) Renewal Agreement with Accountemps, a Robert Half Company, Page 18
- (h) Renewal of Student Insurance Policy for the 2015-2016 Academic Year, Page 21
- (i) Contract Amendment to Utelogy for Professional Services for Small Capital Projects: Building 1600 Classroom Improvements and Portable Classrooms (Phase II), Page 22
- (j) Contract Amendment to Swinerton Management and Consulting for Construction Management Services for the Automotive Technology Project, Page 23
- (k) Contract Amendment to Swinerton Management and Consulting for Construction Management Services for the Biotechnology and Science Building Project, Page 24
- (l) Notice of Completion for Fiber Optic Cabling for Vallejo Automotive Technology Building Swing Space Project, Page 25

- (m) Notice of Completion for Building 1200 Performing Arts Renovation (Phase I) Swing Space and Small Capital Projects, Page 27
- (n) Notice of Completion for Lighting on Buildings 1200, 1300 and 1400 Roof Tops for the Utility Infrastructure Upgrade Project, Page 29
- (o) Notice of Completion for Electrical Services for Building 1200 Performing Arts Renovation (Phase I) Swing Space and Small Capital Projects, Page 31
- (p) Renewal of Contract Award to Trinity EMCS Inc. For Maintenance of the District HVAC and Energy Management Control System, Page 33

Academic Affairs

- (q) Renewal of Children's Programs Contract – California State Preschool Program, Page 38
- (r) Small Business Sector Event Management and Registration Services Agreement with Cvent, Page 39
- (s) National Science Foundation S-Stem Grant, Page 42
- (t) Personal Service Contracts for Continuing Education, Page 43
- (u) Renewal of Small Business Sector Navigator Grant, Page 45

Student Services

- (v) Renewal of the 2015-2016 Student Health Services Contract, Page 46

Trustee Brown expressed a concern in regards to item 11.(v), Renewal of the 2015-2016 Student Health Services Contract. For fall semester Trustee Brown suggests that the College Nurse monitor student utilization of the Health Center for services and consider adjusting hours the Center is open to meet student needs.

Moved by Trustee Keith and seconded by Trustee Honeychurch to approve the Consent Agenda as presented.

The motion passed.

12. ITEMS REMOVED FROM CONSENT AGENDA

13. NON-CONSENT AGENDA ITEMS – ACTION ITEMS

Superintendent-President

(a) Resolution Honoring Jowel C. Laguerre, Ph.D., Page 55

Moved by Trustee Chapman and seconded by Trustee Thurston to approve the Solano Community College Resolution Honoring Jowel C. Laguerre, Ph.D., as presented.

Roll Call Vote:

AYES: President Young, Trustee Chapman, Trustee Thurston, Trustee Honeychurch, Vice President Martin, Trustee Brown, Trustee Keith

NOES: None

ABSENT: None

The motion passed.

(b) ACCJC Accreditation Standard Updates to Board Policies 1003, 1016, 1020, 1070, 1072, 1075, 1077, 2035, and 2045, Page 58

Moved by Trustee Thurston and seconded by Trustee Keith to approve the ACCJC Accreditation Standard Updates to Board Policies 1003, 1016, 1020, 1070, 1072, 1075, 1077, 2035, and 2045 as presented.

The motion passed.

Trustee Thurston was commended for the effort put forth on updating the accreditation standards.

Finance and Administration

(c) District Authorized Signatures Signing Authority, Resolution No. 15/16-01, Page 74

Moved by Trustee Keith and seconded by Vice President Martin to approve the District Authorized Signatures Signing Authority, Resolution No. 15/16-01 as presented. The motion passed with the following roll call vote:

AYES: President Young, Trustee Brown, Trustee Honeychurch, Trustee Chapman, Trustee Keith, Trustee Thurston, Vice President Martin

NOES: None

ABSENT: None

Moved by Trustee Chapman seconded by Trustee Keith to approve agenda items 13.(d) through 13.(k).

(d) Contract Award to JLC Contracting, Inc., for Construction Services for Small Capital Projects-Portable Classrooms (Phase II), Page 78

- (e) Contract Award to MADI Architects for Architectural and Engineering Services for the Agriculture (Horticulture) Project, Page 79
- (f) Contract Award to JLC Contracting, Inc., for Electrical Services for Small Capital Projects-Building 1800 Classroom Improvements Project, Page 80
- (g) Contract Award to Lionakis for Architectural and Engineering Assessment Services for Small Capital Projects – Building 300 Feasibility Study, Page 81
- (h) Contract Award to CA Architects for Architectural and Engineering Services for Building 1300 Kiln Design Project, Page 82
- (i) Contract Award to Wallace Kuhl & Associates for Geotechnical Services for the Science Building (Phase I) Project, Page 83
- (j) Contract Award to Decorator Draperies for Construction Services for Small Capital Projects: Technology Classrooms Implementation and Building 1800 Classroom Improvements Project, Page 84
- (k) Contract Award to Sac Valley Electric for Construction Services for Small Capital Projects-Portable Classrooms (Phase II), Page 85

Items 13.(d) through 13.(k) passed.

- (l) Contract Award to Development Group Inc., for Professional Services for the Districtwide IT Infrastructure Improvements Project, Page 86

Item 13.(l) was pulled from the agenda and not voted on.

Academic Affairs

Moved by Trustee Chapman and seconded by Trustee Keith to approve items 13.(m) through 13.(r) with the exception of 13.(q).

- (m) Affiliation Agreement between Solano Community College District and South University, LLC, Savannah, Georgia, Page 88
- (n) Consultant Agreement Calasian Chamber, Page 94
- (o) Bio-Technology Principles for Professionals, Page 106
- (p) Memorandum of Understanding between Bay Area Clean Water Agencies and Solano Community College District, Page 107

- (q) Memorandum of Understanding between Solano Community College District and the Winters Joint Unified School District, Page 110

Item 13.(q) was pulled from the agenda.

- (r) Agreement between Solano County Office of Education and Solano Community College District, Page 115

The motion passed.

14. INFORMATION/ACTION ITEMS – ACTION MAY BE TAKEN

- (a) Leasing of Fields/Permission to Improve Fields, Page 116

Item 14.(a) was pulled from the agenda.

15. INFORMATION/ACTION ITEMS – NO ACTION REQUIRED

- (a) Districtwide Tree Removal Plan, Page 120

Moved to table item 15.(a) until August 5, 2015 by Trustee Honeychurch and seconded by Trustee Keith.

The motion passed.

16. ANOUNCEMENTS

17. ITEMS FROM THE BOARD

Trustee A. Marie Young attended and/or participated in the following:

6-7: African American Students Graduation Recognition Ceremony at Friendship Missionary Baptist Church in Vallejo. The ceremony was sponsored by Alpha Kappa Alpha Sorority, Incorporated Kappa Beta Omega Chapter. Students choosing to participate from high schools in Vallejo, Fairfield, Vacaville and Benicia were recognized.

6-9: Planning committee meeting for Vallejo Juneteenth

6-12: Vallejo Education and Business Alliance meeting at the conference room at Vallejo City Unified School District office building on Mare Island

6-16: Andrew Young Global Institute Vallejo (AYGIV) Recognition breakfast at Zio Fraedo's in Vallejo

6-20: Vallejo 27th Annual Juneteenth Celebration at Vallejo City Park. Solano Community College District had an education booth at this event. I was the vice president of the planning committee for this year's Vallejo Juneteenth.

6-20: Solano County Democratic Central Committee 3rd Annual Awards Banquet at Courtyard Marriott Fairfield

6-30: Farewell Celebration for Dr. Jowel Laguerre that was held in the Denis Honeychurch Board Room, Fairfield Campus of SCCD

7-3: SCCD Board AdHoc Policy Committee meeting at Trustee Thurston's home. Trustee Thurston is the chair of this committee

7-6: Farewell Celebration for Dr. Jowel Laguerre at CC Yin Ranch in Vacaville. This celebration was sponsored by Solano College Educational Foundation. Trustee Chapman, who was appointed by the Board Chair, represented the Board in assisting with this event.

7-7: "Meet and Greet" with Interim Superintendent-President Mrs. Stan Arterberry that was held in the Administration Building, Fairfield Campus

7-15: AYGIV meeting at SCCD Vallejo Center

7-15: SCCD Measure Q Steering Committee meeting in Denis Honeychurch Board Room

18. ADJOURNMENT

Moved by Trustee Honeychurch to adjourn. There being no further business to come before the Board, the meeting was adjourned at 9:38 p.m.

BOARD MINUTES FINAL 07.15.15