



**MINUTES**  
**Fiscal Advisory Committee**  
**Wednesday, February 2, 2022, 2:00 p.m.**  
**Zoom:** <https://zoom.us/j/99590965214?pwd=cjJVUSs1dmdSd2VmUnpBV2lNQ05XZz09>

**Voting Members** (highlighted members were present)

**ALG**

- Susan Wheet
- Lisa Neeley
- Peter “Tony” Zitko

**CTA**

- Erin Farmer
- Karen Cook

**Local 39**

- Jeff Lehfeldt

**SCC Educational Foundation**

- Curt Johnston

**CSEA**

- Carla Maguire

**Faculty**

- Erica Beam
- Ruth Fuller
- LaNae Jaimez

**Minority Coalition**

- Michelle Arce

**ASSC**

- Abigail Olvera
- Scott Ferguson

**Advisory Members**

- David Williams
- Shannon Cooper
- Shannon Beckham
- Virgie Bender

**Alternates**

- Pam Muick (CTA)
- Rhuenette Alums (Minority Coalition)
- Kevin Chan (ASSC)
- Michael Wiley (Faculty)

ITEM	PURPOSE	TIME
<b>1. Opening actions - Call to order 2:02 pm</b> <ul style="list-style-type: none"> <li>• <b>Roll call</b></li> <li>• <b>Approval of Agenda with member changes – Motioned by Tony; Seconded by LaNae – all in favor</b></li> <li>• <b>Approval of Minutes Motioned by LaNae; Seconded by Tony – all in favor</b></li> </ul>	Action	<b>2:00 – 2:05 p.m.</b>
<b>2. Comments from the public - none</b>		<b>2:05 – 2:10 p.m.</b>
<b>3. Resolution to Remain Remote – Motioned by Tony; Seconded by LaNae – all in favor (attached)</b>	Action	<b>2:10 – 2:15 p.m.</b>
<b>4. Budget Update – HEERF Spending (attached)</b>	Information	<b>2:15 – 2:50 p.m.</b>
<b>5. Requests for Future Meetings - none</b>		<b>2:50 – 3:00 p.m.</b>
<b>6. Adjournment – Motioned by LaNae; Seconded by Tony – all in favor. Adjourned at 2:23pm</b>	Action	<b>3:00 p.m.</b>



---

**RESOLUTION REGARDING THE CONTINUED STATE OF EMERGENCY AND NEED FOR REMOTE MEETINGS**

**WHEREAS**, The Board of Trustees of Solano Community College District found that state of emergency originally declared on March 18, 2020 continues to directly impact the ability of its members to meet safely in person (RESOLUTION NO. 21/22-16), and, thus, they will continue to hold virtual meetings;

**WHEREAS**, The Fiscal Advisory Committee of Solano Community College also believes that the state of emergency originally declared on March 18, 2020 continues to directly impact the ability of its members to meet safely in person;

**BE IT RESOLVED**, that Fiscal Advisory Committee of Solano Community College will continue to hold virtual meetings ensuring public access to all meeting materials and Zoom links;

**BE IT FURTHER RESOLVED**, that the Fiscal Advisory Committee will assess the conditions related to COVID and the State of Emergency at least every 30 days in compliance with AB 361 (2021).

**RESULTS:**

AYES: seven (7)

NAYES: none

ABSTENTIONS: none

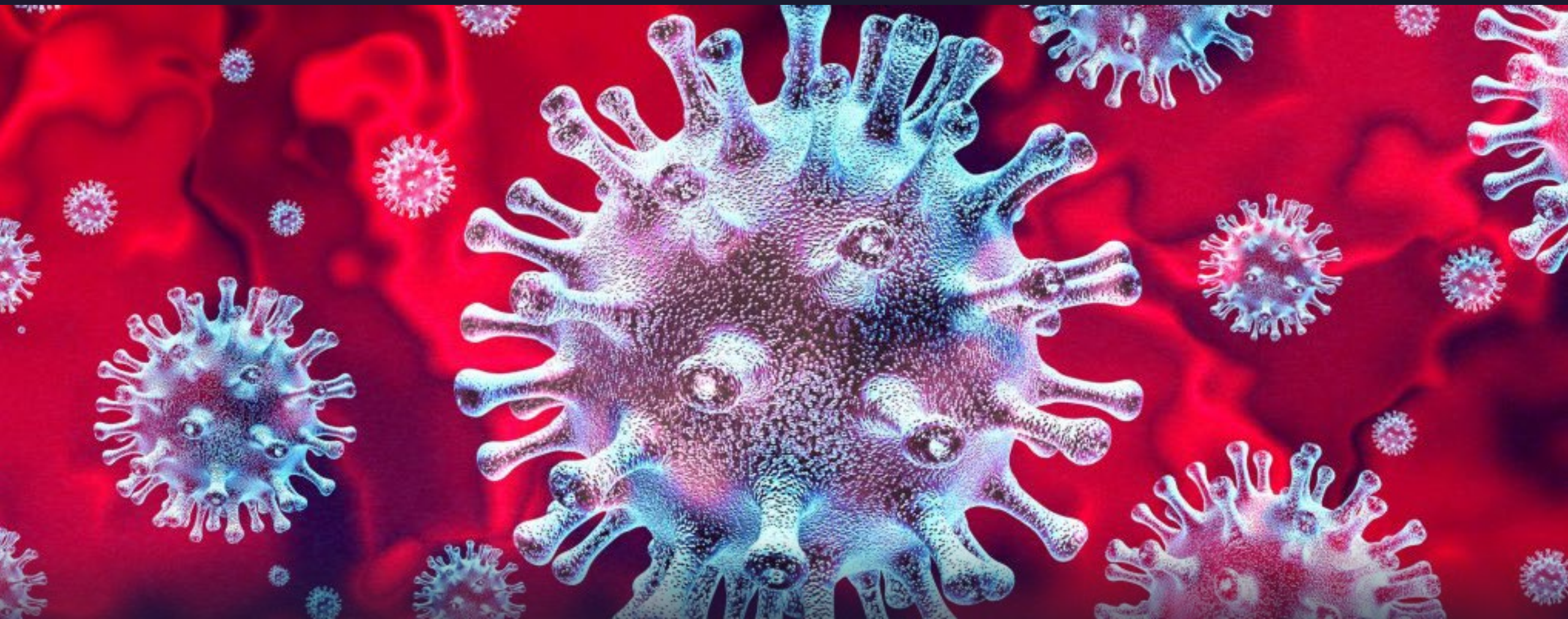
**February 2, 2022**

---

**Signature of recording secretary**

# HEERF Expenditures

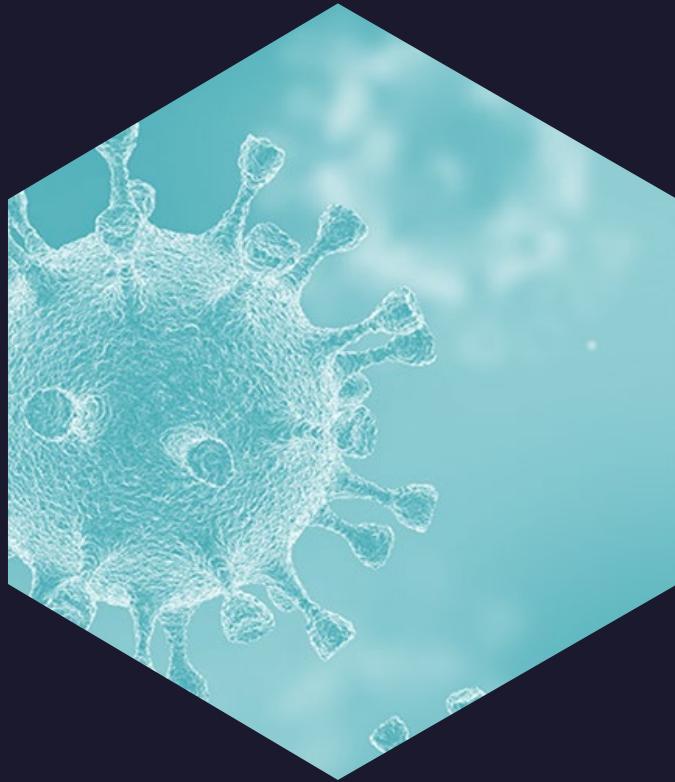
Institutional Funds (Fund 123820)  
- As of 12/31/2021



# Summary

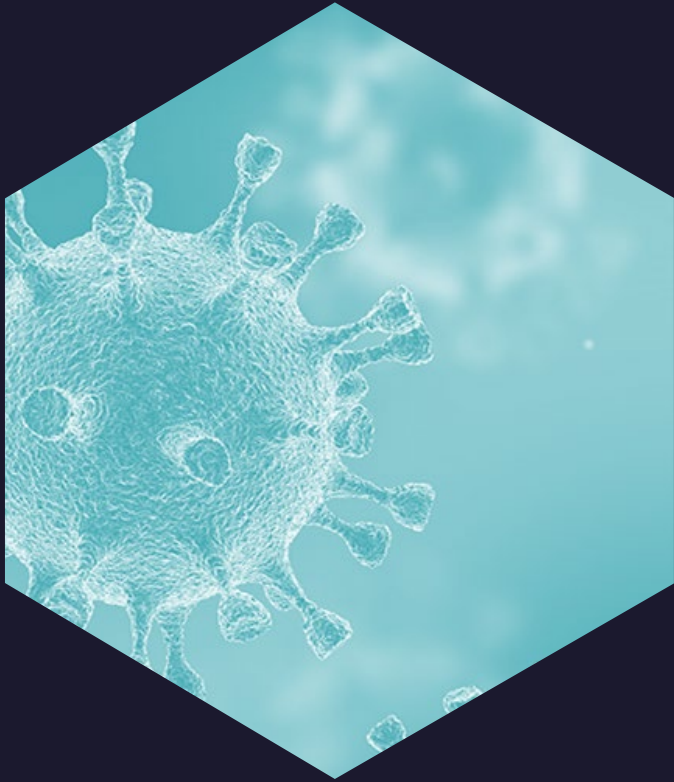
<b>Allocated to District</b>		\$ 12,622,891.00
<b>19/20 Expenses</b>	\$ (198,154.25)	
<b>20/21 Expenses</b>	\$ (3,698,032.06)	
<b>21/22 Expenses (as of 12/31/2021)</b>	\$ (2,178,410.84)	
<b>21/22 Encumbrances (as of 12/31/2021)</b>	\$ (1,667,094.88)	
<b>Total Expensed/Encumbered</b>		\$ (7,741,692.03)
<b>Remaining Amount</b>		\$ 4,881,198.97

# Breakdown by Category and Year



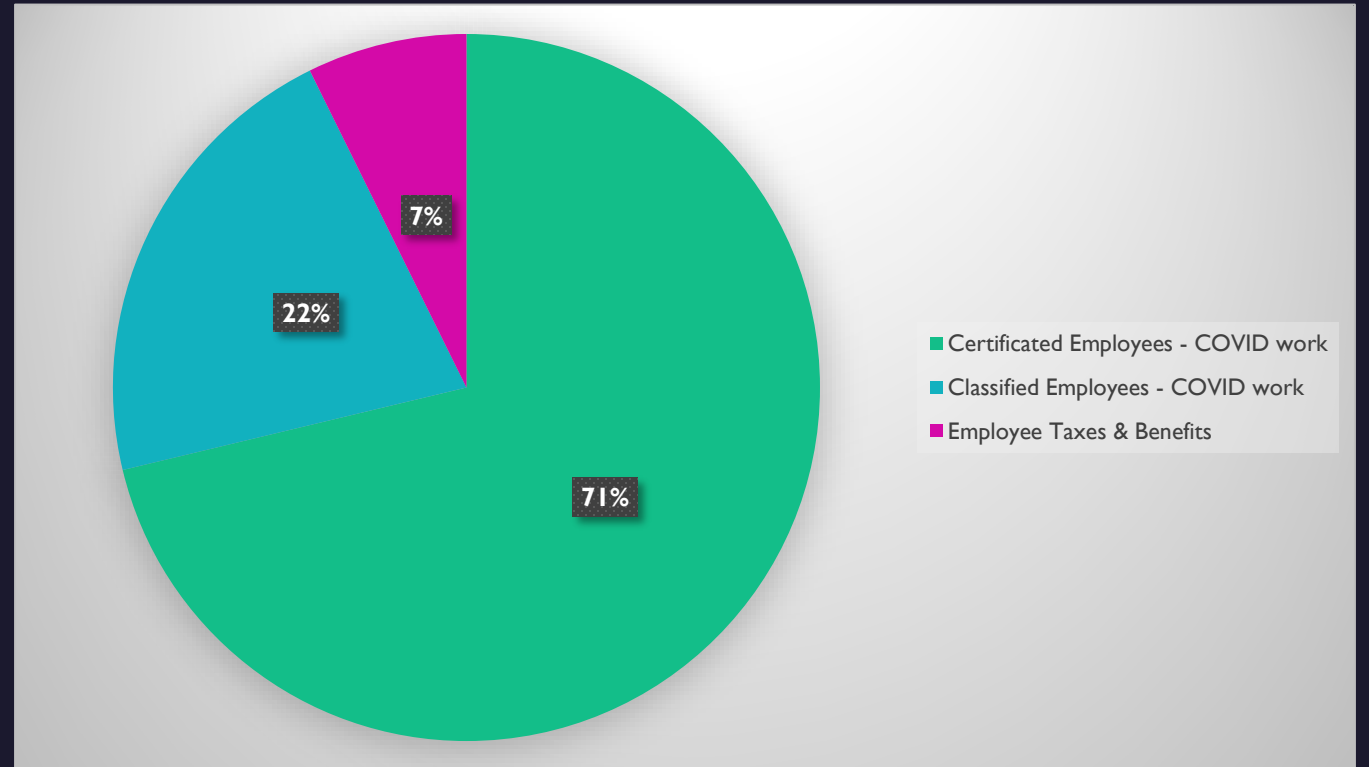
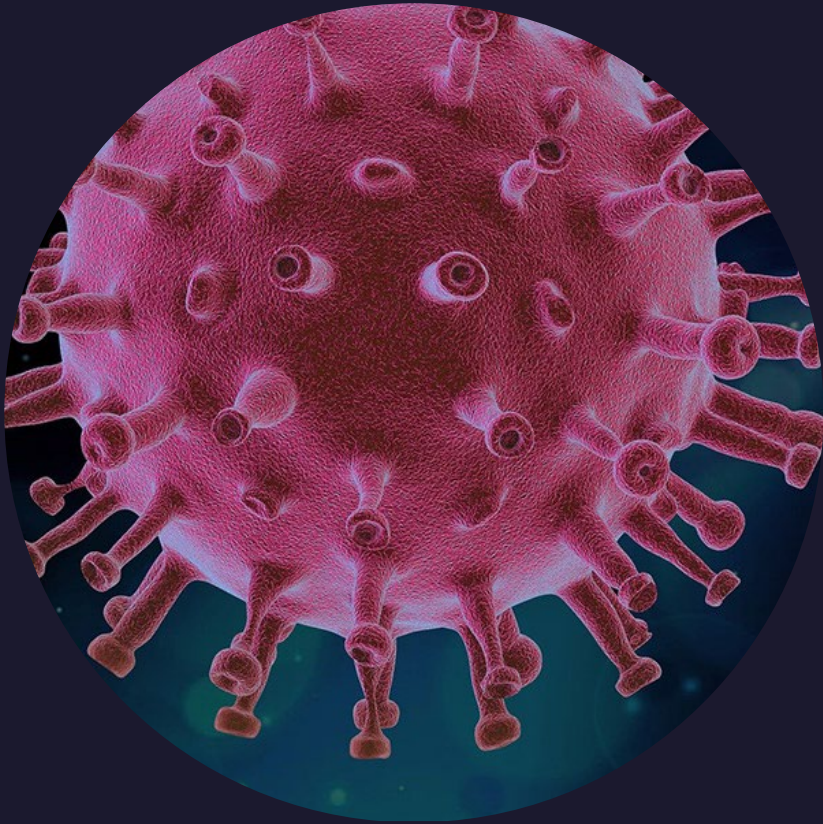
Categories	2019-20	2020-21	2021-22 (as of 12/31/21)	TOTAL
8.1 - Providing additional emergency financial aid grants to students	\$ 59,171.29	\$ 1,154,852.00	\$ 1,101,040.84	\$ 2,315,064.13
8.2 - Providing reimbursements for tuition, housing, room and board, or other fee refunds	\$ -	\$ -	\$ 8,685.00	\$ 8,685.00
8.3 - Providing tuition discounts	\$ -	\$ -	\$ -	\$ -
8.4 - Covering the cost of providing additional technology hardware to students, such as laptops or tablets, or covering the added cost of technology fees	\$ -	\$ -	\$ 173,436.00	\$ 173,436.00
8.5 - Providing or subsidizing the costs of high-speed Internet to students or faculty to transition to an online environment	\$ 52,773.10	\$ 961,299.00	\$ -	\$ 1,014,072.10
8.6 - Subsidizing off-campus housing costs due to dormitory closures or decisions to limit housing to one student per room; subsidizing housing costs to reduce housing density; paying for hotels or other off-campus housing for students who need to be isolated; paying travel expenses for students who need to leave campus early due to coronavirus infections or campus interruptions	\$ -	\$ -	\$ -	\$ -
8.7 - Subsidizing food service to reduce density in eating facilities, to provide pre-packaged meals, or to add hours to food service operations to accommodate social distancing	\$ -	\$ 2,122.00	\$ -	\$ 2,122.00
8.8 - Costs related to operating additional class sections to enable social distancing, such as those for hiring more instructors and increasing campus hours of operations	\$ 43,348.73	\$ 844,690.00	\$ -	\$ 888,038.73
8.9 - Campus safety and operations	\$ -	\$ 4,295.00	\$ 358,349.00	\$ 362,644.00
8.10 - Purchasing, leasing, or renting additional instructional equipment and supplies (such as laboratory equipment or computers) to reduce the number of students sharing equipment or supplies during a single class period and to provide time for disinfection between uses	\$ -	\$ -	\$ 11,488.00	\$ 11,488.00
8.11 - Replacing lost revenue due to reduced enrollment	\$ -	\$ -	\$ -	\$ -
8.12 - Replacing lost revenue from non-tuition sources (i.e., cancelled ancillary events; disruption of food service, dorms, childcare or other facilities; cancellation of use of campus venues by other organizations, lost parking revenue, etc.)	\$ -	\$ 595,784.00	\$ -	\$ 595,784.00
8.13 - Purchasing faculty and staff training in online instruction; or paying additional funds to staff who are providing training in addition to their regular job responsibilities	\$ -	\$ -	\$ 313,055.00	\$ 313,055.00
8.14 - Purchasing, leasing, or renting additional equipment or software to enable distance learning, or upgrading campus wi-fi access or extending open networks to parking lots or public spaces, etc.	\$ -	\$ -	\$ 206,340.00	\$ 206,340.00
8.15 - Other uses of (a) (1) Institutional Portion funds	\$ 42,861.40	\$ 134,989.00	\$ 6,017.00	\$ 183,867.40
8.16 - Other uses of (a) (2) or (a) (3) funds, if applicable	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 198,154.52</b>	<b>\$ 3,698,031.00</b>	<b>\$ 2,178,410.84</b>	<b>\$ 6,074,596.36</b>

# Breakdown by Category and Year

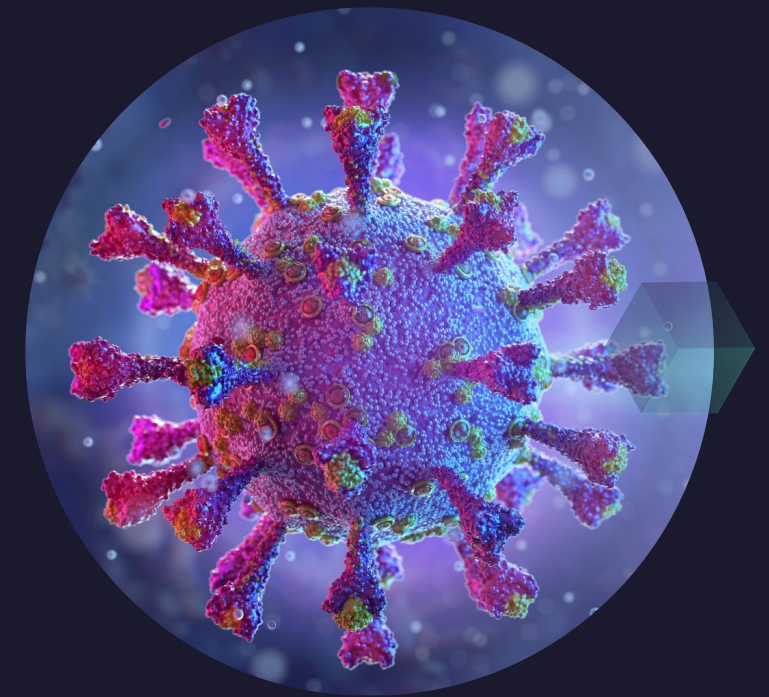
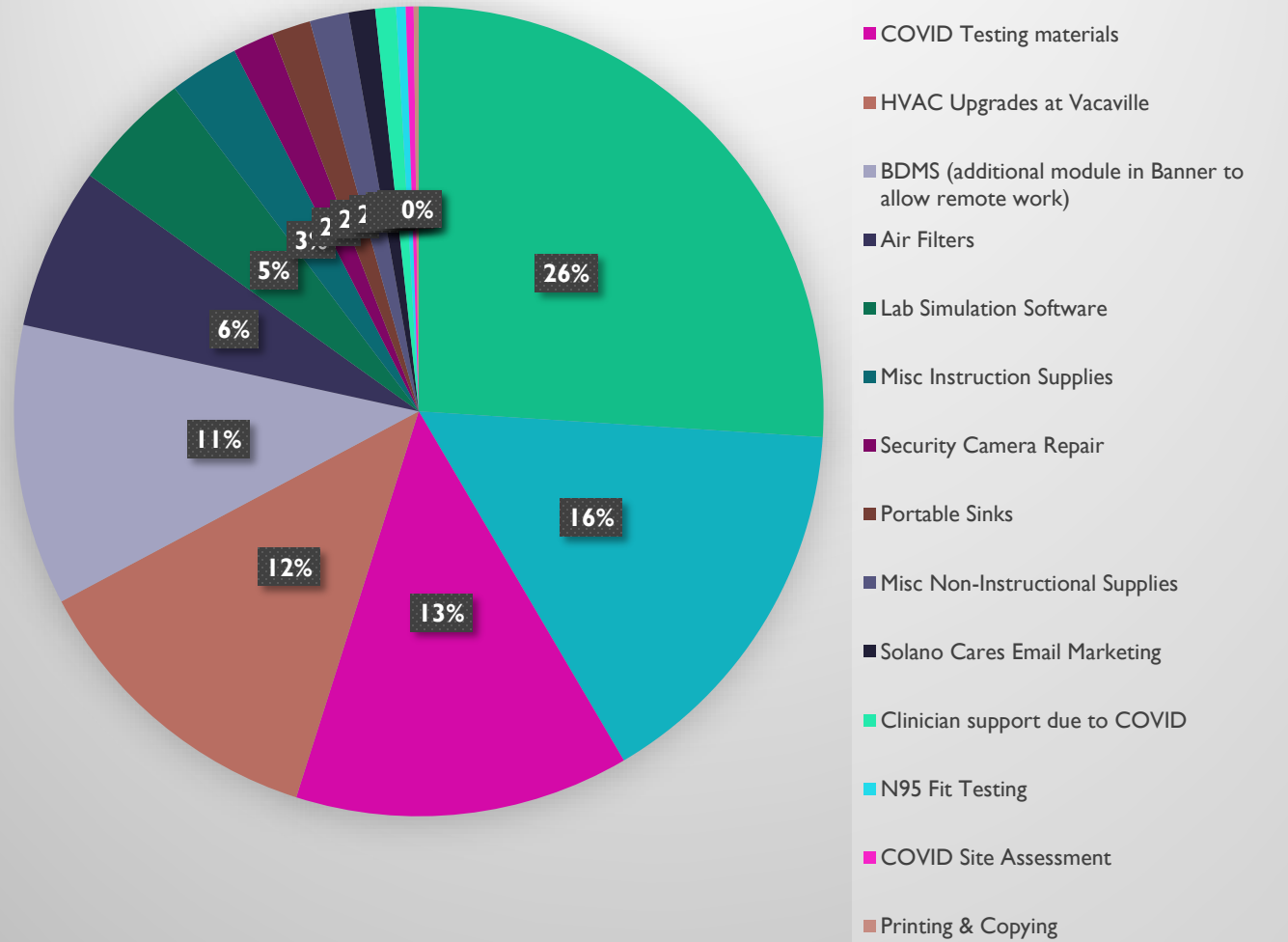


Categories	2019-20	2020-21	2021-22 (as of 12/31/21)	TOTAL
8.1 - Providing additional emergency financial aid grants to students	\$ 59,171.29	\$ 1,154,852.00	\$ 1,101,040.84	\$ 2,315,064.13
8.2 - Providing reimbursements for tuition, housing, room and board, or other fee refunds	\$ -	\$ -	\$ 8,685.00	\$ 8,685.00
8.3 - Providing tuition discounts	\$ -	\$ -	\$ -	\$ -
8.4 - Covering the cost of providing additional technology hardware to students, such as laptops or tablets, or covering the added cost of technology fees	\$ -	\$ -	\$ 173,436.00	\$ 173,436.00
8.5 - Providing or subsidizing the costs of high-speed Internet to students or faculty to transition to an online environment	\$ 52,773.10	\$ 961,299.00	\$ -	\$ 1,014,072.10
8.6 - Subsidizing off-campus housing costs due to dormitory closures or decisions to limit housing to one student per room; subsidizing housing costs to reduce housing density; paying for hotels or other off-campus housing for students who need to be isolated; paying travel expenses for students who need to leave campus early due to coronavirus infections or campus interruptions	\$ -	\$ -	\$ -	\$ -
8.7 - Subsidizing food service to reduce density in eating facilities, to provide pre-packaged meals, or to add hours to food service operations to accommodate social distancing	\$ -	\$ 2,122.00	\$ -	\$ 2,122.00
8.8 - Costs related to operating additional class sections to enable social distancing, such as those for hiring more instructors and increasing campus hours of operations	\$ 43,348.73	\$ 844,690.00	\$ -	\$ 888,038.73
8.9 - Campus safety and operations	\$ -	\$ 4,295.00	\$ 358,349.00	\$ 362,644.00
8.10 - Purchasing, leasing, or renting additional instructional equipment and supplies (such as laboratory equipment or computers) to reduce the number of students sharing equipment or supplies during a single class period and to provide time for disinfection between uses	\$ -	\$ -	\$ 11,488.00	\$ 11,488.00
8.11 - Replacing lost revenue due to reduced enrollment	\$ -	\$ -	\$ -	\$ -
8.12 - Replacing lost revenue from non-tuition sources (i.e., cancelled ancillary events; disruption of food service, dorms, childcare or other facilities; cancellation of use of campus venues by other organizations, lost parking revenue, etc.)	\$ -	\$ 595,784.00	\$ -	\$ 595,784.00
8.13 - Purchasing faculty and staff training in online instruction; or paying additional funds to staff who are providing training in addition to their regular job responsibilities	\$ -	\$ -	\$ 313,055.00	\$ 313,055.00
8.14 - Purchasing, leasing, or renting additional equipment or software to enable distance learning, or upgrading campus wi-fi access or extending open networks to parking lots or public spaces, etc.	\$ -	\$ -	\$ 206,340.00	\$ 206,340.00
8.15 - Other uses of (a) (1) Institutional Portion funds	\$ 42,861.40	\$ 134,989.00	\$ 6,017.00	\$ 183,867.40
8.16 - Other uses of (a) (2) or (a) (3) funds, if applicable	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 198,154.52</b>	<b>\$ 3,698,031.00</b>	<b>\$ 2,178,410.84</b>	<b>\$ 6,074,596.36</b>

# Category 8.8 - Costs related to operating additional class sections to enable social distancing, such as those for hiring more instructors and increasing campus hours of operations

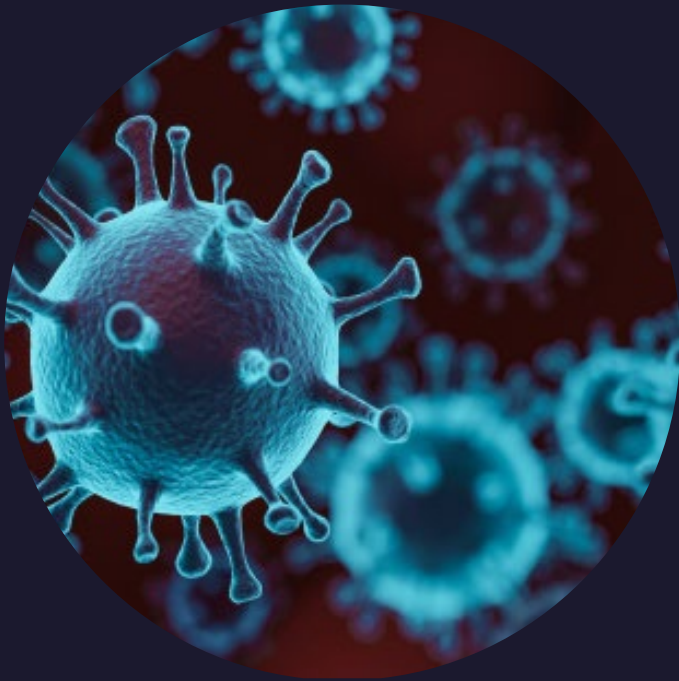


# Category 8.9 - Campus safety and operations (\$362,644)

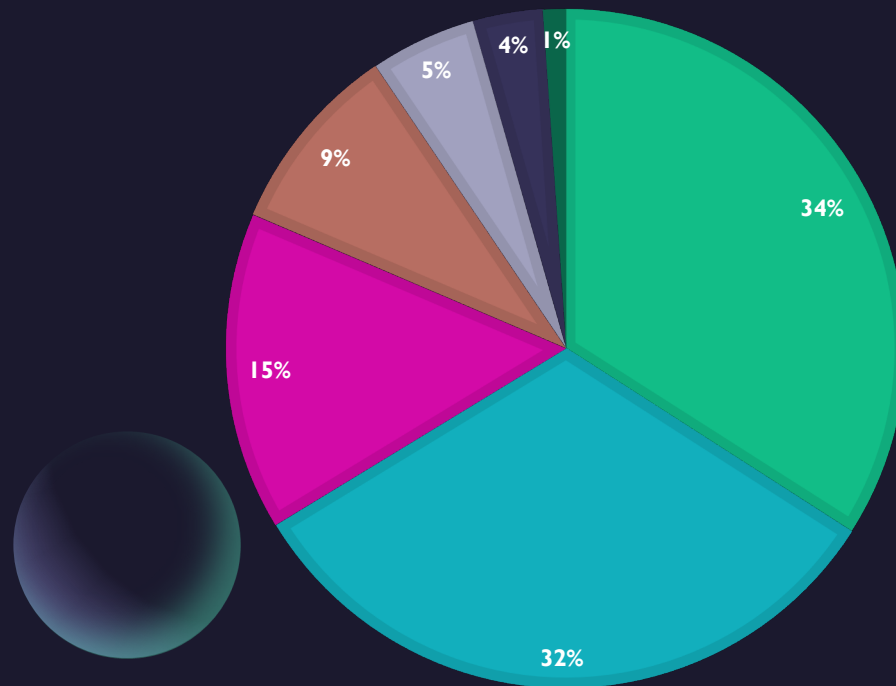


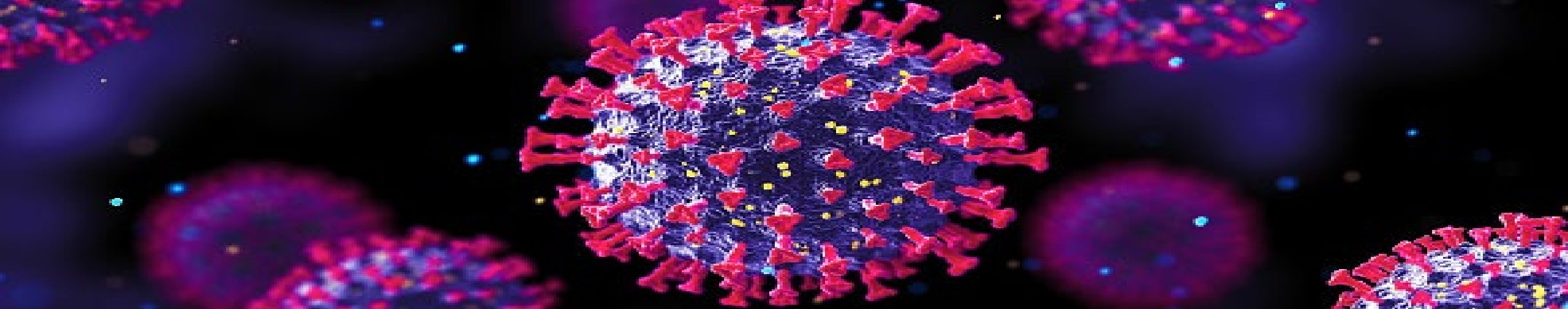


# Category 8.12 - Replacing lost revenue from non-tuition sources (i.e., cancelled ancillary events; disruption of food service, dorms, childcare or other facilities; cancellation of use of campus venues by other organizations, lost parking revenue, etc.) (\$595,784)

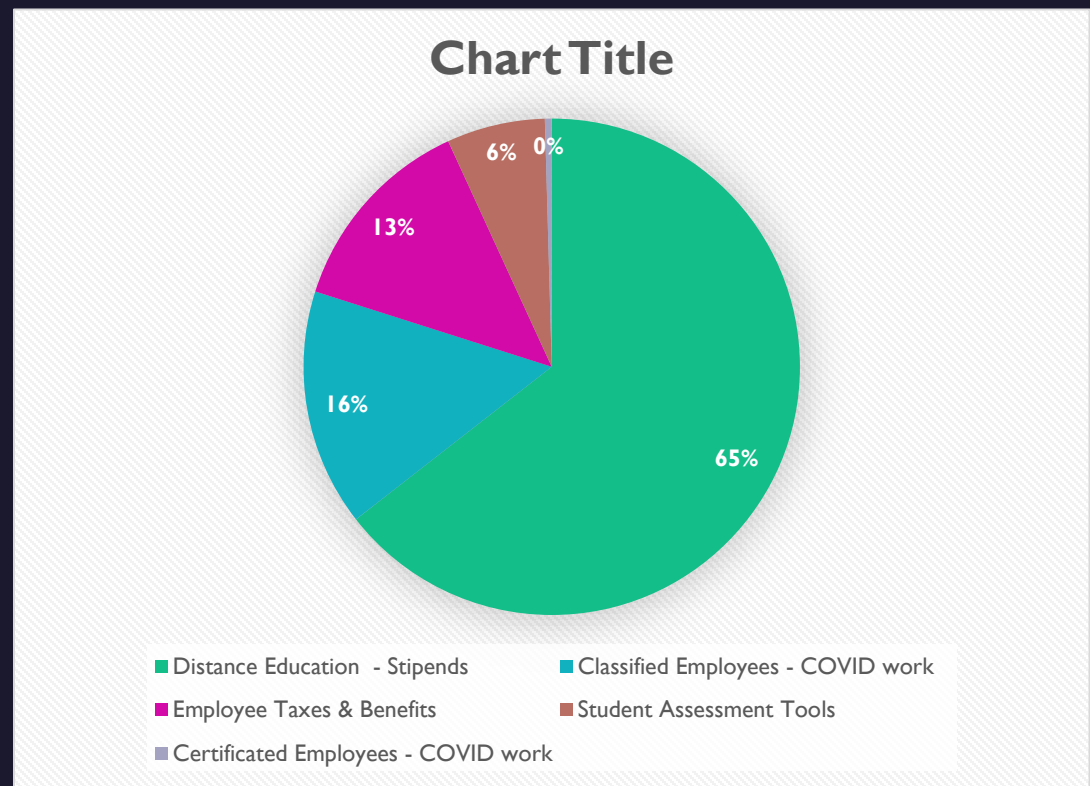


■ Parking Fees   ■ Health Center   ■ Facilities Rentals   ■ Student Center Fees  
■ Cafeteria/Food Service   ■ Bookstore   ■ Student Life

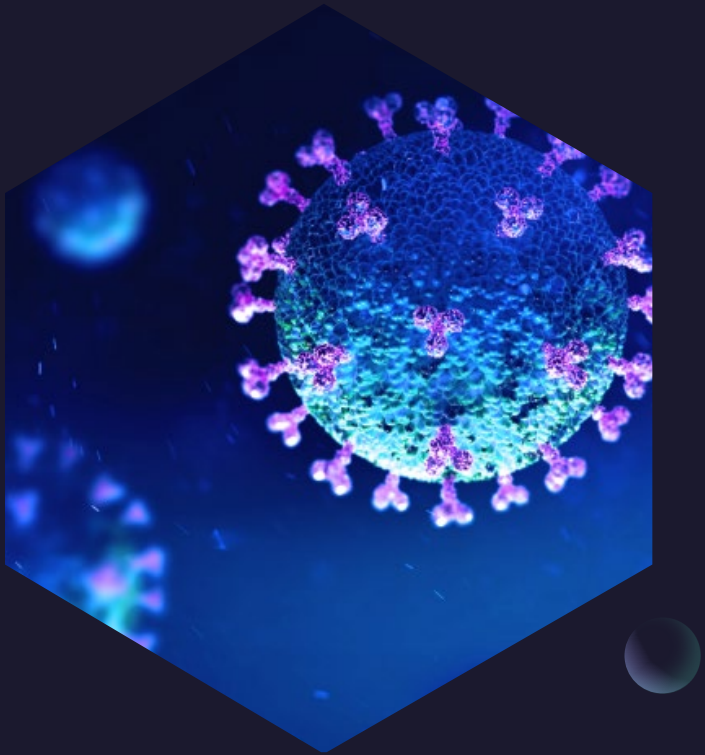




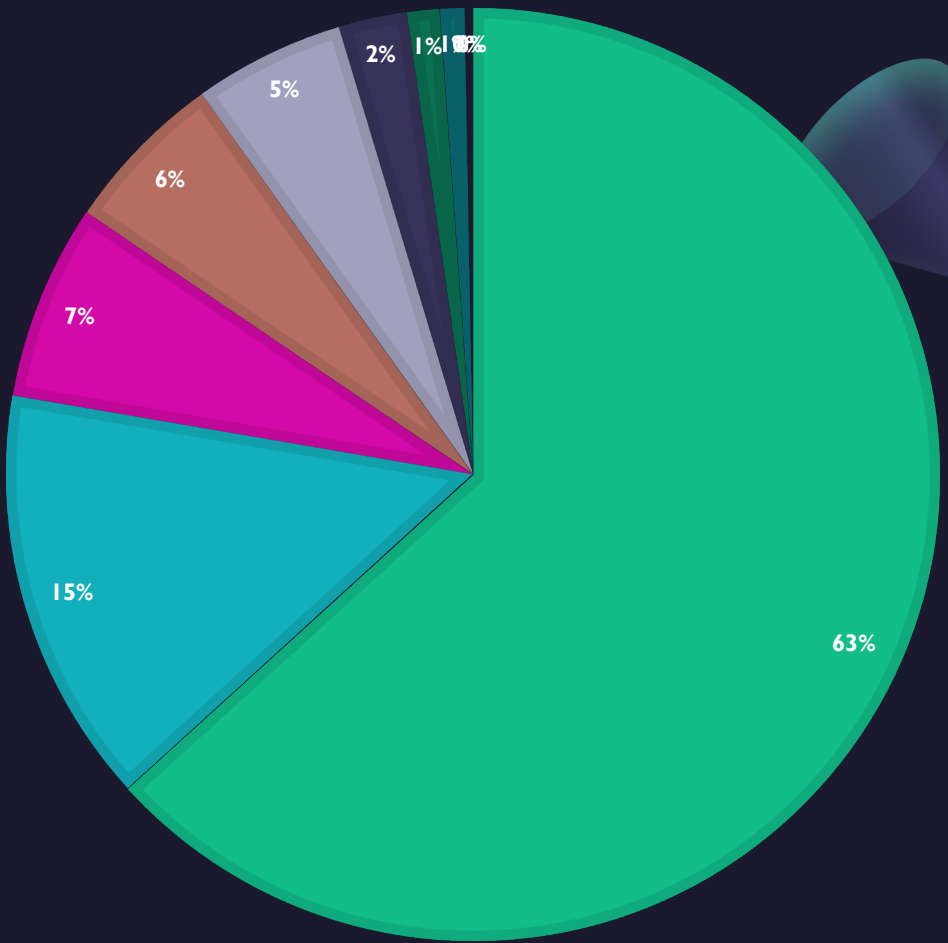
Category 8.13 - Purchasing faculty and staff training in online instruction; or paying additional funds to staff who are providing training in addition to their regular job responsibilities (\$313,055)



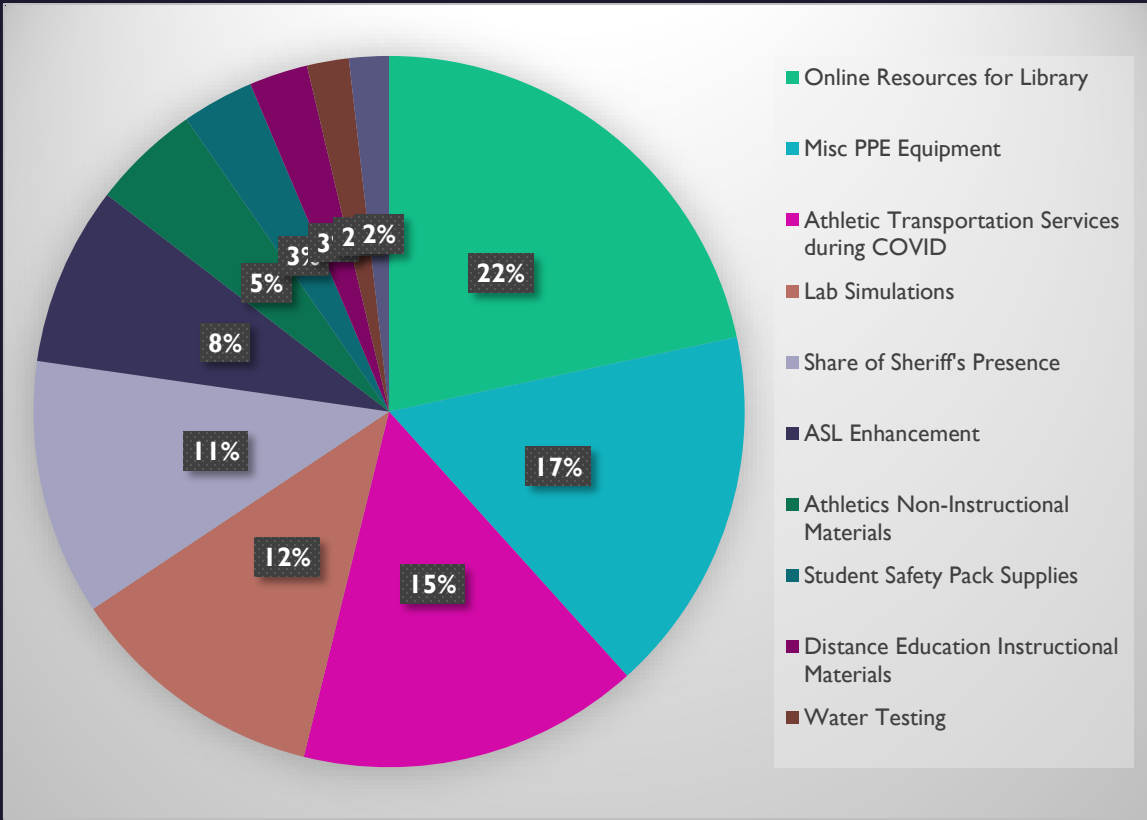
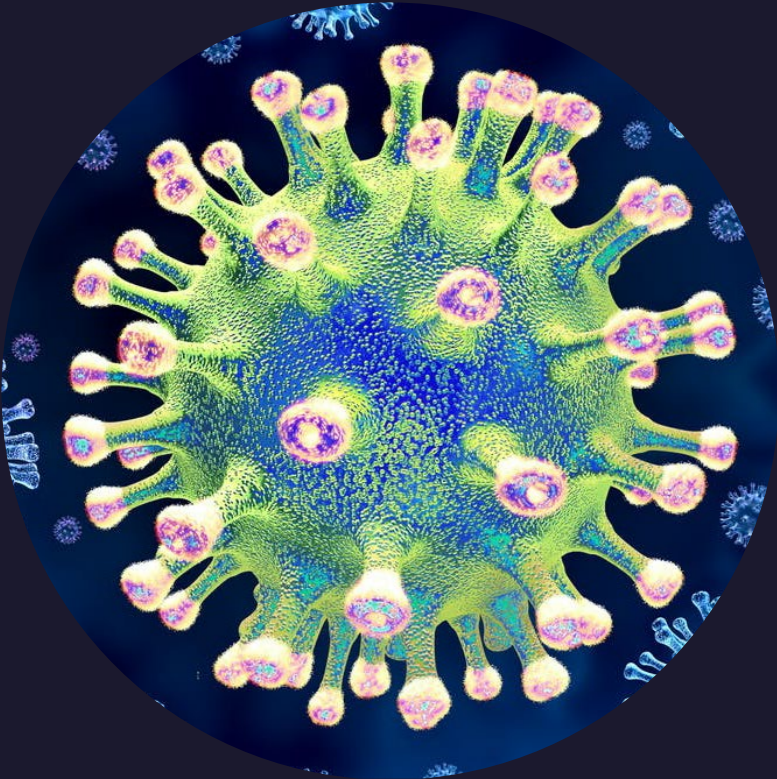
# Category 8.14 - Purchasing, leasing, or renting additional equipment or software to enable distance learning, or upgrading campus (\$206,340)

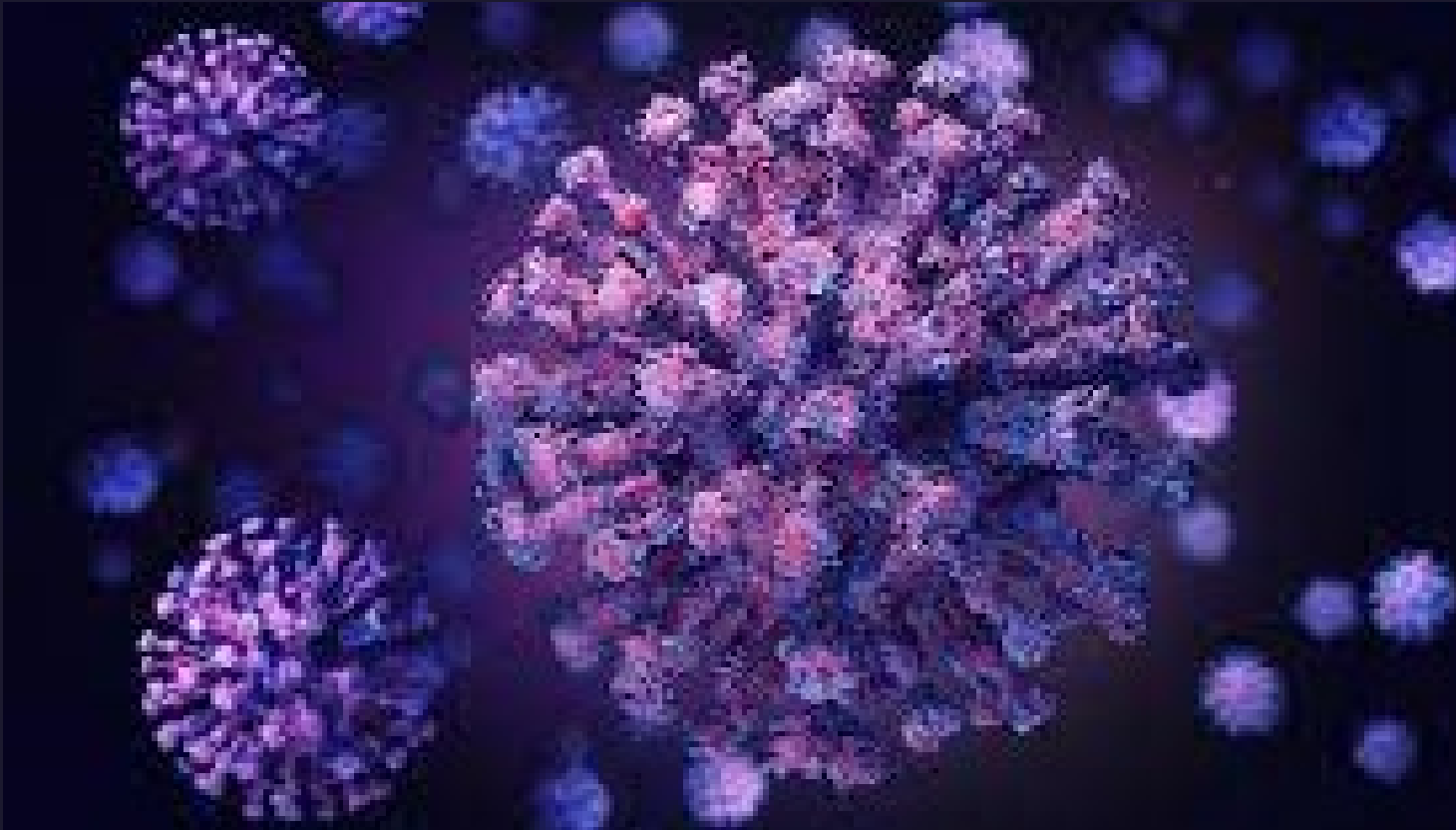


- Ocelot - Student Engagement Platform
- Virtual Biology Labs
- TopHat - online labs
- Admin Medical Assisting Software/Simulator
- Misc Software Expense for Remote
- WiFi Access Point Installation
- Hit Labs - online learning software
- Camtasia Snagit Software
- Remote Work Supplies
- Teleconference Debate Team Supplies



# Category 8.15 - Other uses of (a) (1) Institutional Portion funds (\$183,867)





Thank You

