

**SOLANO COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

**UNADOPTED MINUTES**

Wednesday, July 17, 2024

**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 17, 2024, in the Denis Honeychurch Board Room, Room 626, 4000 Suisun Valley Road, Fairfield, California 94534, by Board President Honeychurch.

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

Board President Honeychurch led those present in the pledge of allegiance to the United States of America.

**3. ROLL CALL**

Denis Honeychurch, J.D., President  
Amanda Lopez-Lara, Vice President  
Amber Cargo-Reed  
Karimah Karah, J.D.  
Rosemary Thurston  
Quinten R. Voyce  
A. Marie Young  
Kellie Butler, Ph.D., Secretary  
Sriya P. Srinivasan, Student Trustee

Others Present:

Sal Abbate, Director of Human Resources  
Jon Cornelison, Vice President Information Technology  
Lucky Lofton, Vice President of Bond  
Joshua Scott, Academic Senate  
Susan Wheat, Vice President of Finance & Administration  
David Williams, Vice President of Academic Affairs

**4. APPROVAL OF AGENDA**

It was moved by Trustee Cargo-Reed and seconded by Trustee Voyce to approve the agenda as presented. This meeting is in honor of the officers who were involved in the traffic accident in Vacaville. The motion was passed unanimously.

**5. COMMENTS FROM MEMBERS OF THE PUBLIC (CLOSED SESSION)**

There were no comments from members of the public on Closed Session items.

**6. CLOSED SESSION**

- (a) Conference with Labor Negotiator (Govt. Code § 54957.6)  
Agency Negotiator: Salvatore Abbate, Human Resources  
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39
- (b) Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)
- (c) Conference with Legal Counsel – Anticipated Litigation, Initiation of Litigation, and Significant exposure to litigation pursuant to subdivision (d) of Govt. Code § 54956.9

**7. RECONVENE REGULAR MEETING**

Board President Honeychurch reconvened the meeting at 7:00 p.m.

**8. REPORT OF ACTION IN CLOSED SESSION**

The Board held Conference with Labor Negotiator and CCA/CTA/NEA, CSEA, and Operating Engineers-Local 39, and no action was taken.

The Board discussed Public Employee Discipline/Dismissal/Release and no action was taken.

The Board held Conference with Legal Counsel – Anticipated Litigation and Initiation of Litigation and no action was taken.

**9. COMMENTS FROM MEMBERS OF THE PUBLIC (CONTINUED)**

There were no comments from members of the public.

**10. REPORTS (NO ACTION REQUIRED)**

(a) Associated Students of Solano College (ASSC)

Student Trustee Srinivasan reported that ASSC has been off for the summer and now working on recruitment and asking professors for referrals.

(b) Academic Senate

Joshua Scott, Academic Senate President, gave the following update:

Academic Senate has worked with Faculty union and administration in an IBA process to pilot department chairs this year. Selection will take place in the fall and positions will begin in January 2025.

Faculty continue to push for a development of a new integrated plan as we have not had one in almost 10 years. Some of Convocation will be devoted to working on the integrated plan.

Several of us will be visiting the California Medical Facility for a graduation on July 26<sup>th</sup>. This is an inspiring event and we are grateful to be a part of it.

(c) College Governance Council

Superintendent-President Butler reported that College Governance is off for the summer.

(d) Superintendent-President

Dr. Butler stated that she's been on campus for 10 days and feels very welcomed by the campus, and she is looking forward to working with the Solano staff and students, as well as the Board.

**11. CONSENT AGENDA – ACTION ITEMS**

Superintendent-President

(a) Draft Minutes for the Board Meeting Held on June 5, 2024 (Pending Board Approval)

Human Resources

(b) Employment 2023-2024 and 2024-2025, Page 7

Finance and Administration

- (c) Warrants (May 2024), Page 14
- (d) Warrants (June 2024), Page 16
- (e) Personal Services Agreements and Contracts Under \$50,000, Page 18
- (f) Disposition, Transfer or Trade-In of Campus Equipment, Page 22
- (g) Notice of Completion for Construction Services for the Information Technology Infrastructure – District-Wide Wireless Access Point and Enclosures Project, Page 33

It was moved by Thurston and seconded by Trustee Voyce to approve the Consent Agenda as presented. The motion was passed unanimously.

## **12. ITEMS REMOVED FROM CONSENT AGENDA**

There were no items removed from the Consent Agenda.

## **13. NON-CONSENT AGENDA ITEMS – ACTION ITEMS**

### Human Resources

- (a) Approval of New Board Policy 4305 Violence-Free Workplace, Page 36

It was moved by Trustee Cargo-Reed and seconded by Trustee Lopez-Lara to approve the Approval of New Board Policy 4305 Violence-Free Workplace as presented. The motion was passed unanimously.

- (b) Resignation to Retire, Page 38

Sal Abbate provided the following comments regarding the retirement of Karen Mitchell:

*President Honeychurch and Trustees,*

*I am honored to speak today on behalf of Karen Mitchell, who has been an integral part of Solano Community College for almost 25 years. It is with mixed emotions that I share the news of her decision to retire from her position as a Human Resources Generalist.*

*During her tenure here, Karen has consistently demonstrated exemplary dedication, professionalism, and a deep commitment to our institution's mission and students.*

*Beyond her professional contributions, Karen has been a valued colleague and mentor, known for her supportive nature, collaborative spirit, and unwavering integrity. She has earned the*

*respect and admiration of her peers and has been a source of inspiration to many within our community.*

*As Karen embarks on this new chapter in her life, she leaves behind a lasting legacy that will continue to resonate within Solano Community College and beyond. Her dedication has set a standard of excellence that we will strive to uphold in the years to come.*

*On behalf of Solano Community College, I extend our heartfelt gratitude to Karen for her years of service, commitment, and unwavering dedication to our mission. Her presence will be deeply missed, but her impact will endure as a testament to her remarkable contributions to our institution. May she enjoy this next chapter of her life with the same enthusiasm and passion that she brought to her work here.*

It was moved by Trustee Thurston and seconded by Trustee Cargo-Reed to approve the Resignation to Retire as presented. The motion was passed unanimously.

- (c) Solano Community College District and the California School Employees Association, Chapter #211 MOU Agreement, Page 39

It was moved by Trustee Young and seconded by Trustee Voyce to approve the Solano Community College District and the California School Employees Association, Chapter #211 MOU Agreement as presented. The motion was passed unanimously.

- (d) New Classified Manager Job Description: IT Project Manager, Page 41

It was moved by Trustee Voyce and seconded by Trustee Young to approve the New Classified Manager Job Description: IT Project Manager as presented. The motion was passed unanimously.

- (e) District and International Union of Operating Engineers, Stationary Engineers-Local 39, July 1, 2024 through June 30, 2027 Successor Contract, Page 46

It was moved by Trustee Lopez-Lara and seconded by Trustee Thurston to approve the District and International Union of Operating Engineers, Stationary Engineers-Local 39, July 1, 2024 through June 30, 2027 Successor Contract as presented. The motion was passed unanimously.

Bond

It was moved by Trustee Voyce and seconded by Trustee Young to approve Items 13.(f) through 13.(s) in one motion as presented. The motion was passed unanimously.

- (f) Contract Amendment #1 to Optima Inspections, Inc. for Additional Project Inspection Services for the Central Plant Replacement Project, Page 47

- (g) Contract Amendment #1 to Optima Inspections, Inc. for Additional Project Inspection Services for the Fairfield Campus Substation #3 & #4 Replacement Project, Page 49
- (h) Contract Amendment #1 to Brooktrout Designs for the B1400 AV Modernization Project, Page 51
- (i) Contract Amendment #1 to Brooktrout Designs for the B600 Governing Board Room Project, Page 53
- (j) Contract Amendment #2 to Aedis Architects for Additional Professional Services for the Building 1600 Modernization Project, Page 55
- (k) Contract Amendment #2 to HMR Architects, Inc. for Additional Professional Services for the B1400 Modernization Project (Phase 1), Page 57
- (l) Contract Amendment #3 to Brooktrout Designs for Additional Professional Services for the Fairfield Campus Gym Audio-Visual Enhancement Project, Page 59
- (m) Contract Award to HMR Architects, Inc. for the Building 1800B Power/Electrical Project, Page 61
- (n) Change Order #2 to Matrix HG Inc. for the Fairfield Campus Central Plant Replacement Project, Page 63
- (o) Contract Award to Alcal Specialty Contracting, Inc. for Constructions Services for the B1400 Modernization Phase I – Roof Project, Page 65
- (p) Contract Award to 19six Architects for Consultant Services on the Fairfield Campus Sand Volleyball Project, Page 67
- (q) Contract Award to Arthulia, Inc. for Construction Services for the Campus-Wide Interior Refresh (Phase 1B) Project, Page 69
- (r) Contract Award to PMP Environmental Consulting, Inc. for Professional Services for the Building 1600 Modernization Project, Page 71
- (s) Contract Award to Valley Relocation and Storage for Project Moving Services for the Building 1600 Modernization Project, Page 73
- (t) Five-Year Construction Plan, Page 75

It was moved by Trustee Voyce and seconded by Trustee Thurston to approve the Five-Year

Construction Plan as presented. The motion was passed unanimously.

- (u) Resolution No. 24/25-01 Authorizing Construction and Use of Prefabricated Metal Storage Building on the Fairfield Campus, Page 81

It was moved by Trustee Thurston and seconded by Trustee Lopez-Lara to approve Resolution No. 24/25-01 Authorizing Construction and Use of Prefabricated Metal Storage Building on the Fairfield Campus as presented. The motion was passed unanimously.

STUDENT TRUSTEE ADVISORY VOTE: Yes

AYES: Board President Honeychurch, Vice President Lopez-Lara,  
Trustee Cargo-Reed, Trustee Karah, Trustee Thurston, Trustee Voyce,  
and Trustee Young

NOES: 0

ABSENT: 0

ABSTAIN: 0

- (v) Contract Award to One Workplace L. Ferrari, LLC., for Construction Services for the Fairfield Campus Boardroom Technology Replacement Project, Page 86

It was moved by Trustee Voyce and seconded by Trustee Young to approve the Contract Award to One Workplace L. Ferrari, LLC., for Construction Services for the Fairfield Campus Boardroom Technology Replacement Project as presented. The motion was passed unanimously.

#### Student Services

- (w) Institute for Women’s Policy Research Grant, Page 88

It was moved by Trustee Young and seconded by Trustee Thurston to approve the Institute for Women’s Policy Research Grant as presented. The motion was passed unanimously.

#### Technology Services

- (x) Addendum to the Contract Agreement with Evisions LLC, Page 96

It was moved by Trustee Lopez-Lara and seconded by Trustee Young to approve the Addendum to the Contract Agreement with Evisions LLC. as presented. The motion was passed

unanimously.

(y) Contract with SARS Software Products, Page 100

It was moved by Trustee Thurston and seconded by Trustee Cargo-Reed to approve the Contract with SARS Software Products as presented. The motion was passed unanimously.

**14. INFORMATION ITEMS – NO ACTION REQUIRED**

**15. ANNOUNCEMENTS**

Trustee Cargo-Reed recognized and thanked the SCC faculty and VPs for the Women's Veterans Day on June 12<sup>th</sup>.

**16. ITEMS FROM THE BOARD**

**17. CLOSED SESSION (CONTINUED IF NECESSARY)**

**18. RECONVENE REGULAR MEETING (IF NECESSARY)**

**19. REPORT OF ACTION TAKEN IN CLOSED SESSION (IF NECESSARY)**

**20. ADJOURNMENT**

Moved by Trustee Young and seconded by Trustee Thurston to adjourn the meeting. There being no further business to come before the board, the meeting was adjourned at 7:53 p.m.