

**BOARD OF TRUSTEES
LONG BEACH COMMUNITY COLLEGE DISTRICT**

**Minutes of Meeting of
July 26, 2011**

The meeting of the Board of Trustees of the Long Beach Community College District, County of Los Angeles, California, was held in Building T, Room 1100, Liberal Arts Campus, 4901 East Carson Street, Long Beach, on July 26, 2011.

CALL TO ORDER

The meeting was called to order at 4:30 p.m., the items to be discussed in closed session were announced and the meeting was adjourned to closed session.

The meeting was reconvened in open session at 5:10 p.m., in Building T, Room 1100, Liberal Arts Campus. Board President Otto reported that, in closed session, there was no action taken.

PLEDGE OF ALLEGIANCE

Mark Bowen led the Pledge of Allegiance.

ROLL CALL

Present: President Otto, Vice President Uranga, Member Bowen,
Member Clark and Member Kellogg.

WELCOME AND INTRODUCTIONS

Board President Otto welcomed Lynn Shaw, the new CCA President and Janét Hund, the new CCA Vice President.

APPROVAL OF MINUTES

It was moved by Member Clark, seconded by Member Uranga, that the amended minutes of the meeting of, June 14, 2011, be approved as distributed.

The motion carried, all voting aye.

**Minutes, Meeting of the Board of Trustees
July 26, 2011**

It was moved by Member Bowen, seconded by Member Clark, that the minutes of the meeting of June 28, 2011, be approved as distributed.

The motion carried, all voting aye.

ORDERING OF THE AGENDA

President Otto requested that item 5.2 be moved from the consent agenda to the non-consent agenda. It was moved by Member Bowen, seconded by Member Uranga and the motion carried.

REPORT OF BOARD OF TRUSTEES

New Policy 2022

The Board of Trustees received for first reading the following new policy:

Policy 2022 – Policy on Political Activity and Board Resolutions

The policy will be presented at the next meeting for final approval, along with administrative regulations that will instruct the superintendent-president to provide informative updates on legislative activity.

Oil Extraction Fee Initiative

This informative/discussion item was laid over from the June 14 meeting. Board President Otto said that there was not any new information available regarding this initiative. The initiative qualified for a title and summary and is pending with the attorney general’s office for the collecting of signatures. Member Bowen still wants the Board to formally support it and made a motion to do so. Board President Otto asked if there was a second, but then said it wasn’t clear to him that there should be a motion because this is not on the agenda for action. There was no second and there was no vote taken on the motion. Member Clark suggested that they wait until this item gets on the ballot before it comes back for a recommendation of support.

Committee Reports

There were no committee reports.

PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS

There were no comments.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

That the Board of Trustees approve/ratify the following actions:

APPOINTMENTS

Academic Administrative Appointment	7
New Contract Faculty	8
Hourly Counselor – Summer 2011	1
Hourly Instructional Specialist – Summer 2011	2
Hourly Reader – Summer 2011	1

**Minutes, Meeting of the Board of Trustees
July 26, 2011**

Hourly Instructor – Summer 2011	11
Stipend	7

IN-SERVICE CHANGES

Change of Assignment	4
Change of Salary	3
Leave of Absence Without Pay	2

FISCAL SERVICES

FINANCE

Budget Transfers

Budget Transfer numbers 138679, 138720, 138721, 138762, 138804, 138813, 138845, 138942, and 138951 for the Unrestricted General Fund 01 in the amount of \$28,312 as listed:

From: Classified Salaries	\$	9,600	
Employee Benefits		2,318	
Supplies		7,402	
Services and Operating Expenses		<u>8,992</u>	\$ <u>28,312</u>
To: Academic Salaries	\$	14,140	
Classified Salaries		4,465	
Employee Benefits		1,006	
Supplies		2,192	
Services and Operating Expenses		6,393	
Equipment		<u>116</u>	\$ <u>28,312</u>

There are no budget transfers greater than \$25,000 for Unrestricted General Fund 01.

Budget Transfer numbers 138602, 138677, 138678, 138717, 138719, 138734, 138761, 138805, 138806, 138869, and 138907 for the Restricted General Fund 12 in the amount of \$192,303 as listed:

From: Academic Salaries	\$	18,308	
Classified Salaries		64,095	
Employee Benefits		24,776	
Supplies		27,505	
Services and Operating Expenses		8,184	
Equipment		4,798	
Reserve/Student Payments		<u>44,637</u>	\$ <u>192,303</u>
To: Academic Salaries	\$	21,522	
Classified Salaries		33,107	
Employee Benefits		6,014	
Supplies		2,663	
Services and Operating Expenses		86,780	
Equipment		13,253	
Student Payments		<u>28,964</u>	\$ <u>192,303</u>

**Minutes, Meeting of the Board of Trustees
July 26, 2011**

Included in the budget transfers of \$192,303 for Restricted General Fund 12 are the following transfers greater than \$25,000:

<u>AT</u>	<u>From:</u>	<u>Amount</u>
138734	790100-12-695000-0070 Reserves	\$ 26,880
	<u>To:</u>	
	231000-12-695000-0070 Student Assistants NI Salaries	\$ 24,000
	395000-12-695000-0070 Staff Benefits NI	2,880

To cover the cost of student assistants for the parking program.

<u>AT</u>	<u>From:</u>	<u>Amount</u>
138805	145000-12-632000-0720 CHI Counselor Hourly Salaries	\$ 10,000
	212000-12-632000-0720 Classified NI Salaries	20,000
	232000-12-632000-0720 Hourly NI Salaries	4,000
	395000-12-632000-0720 Staff Benefits NI	10,780
	<u>To:</u>	
	589500-12-632000-0720 On-Line Serv-Sftwr Licensing	\$ 44,780

To cover the cost of Accuplacer Software for Student Assessment Training.

<u>AT</u>	<u>From:</u>	<u>Amount</u>
138805	211000-12-684600-7086 Classified Manager/Supervisor	\$ 20,114
	395000-12-684600-7086 Staff Benefits NI	8,850
	<u>To:</u>	
	765000-12-684600-7086 Other Student Aid Books/Supplies	\$ 28,964

To cover training costs for Clean Energy Commission (CEC) classes.

Budget Transfer numbers 138830 and 138910 for the Child Development Fund 33 in the amount of \$1,175 as listed:

From:	Classified Salaries	\$	469	
	Employee Benefits		206	
	Services and Operating Expenses		<u>500</u>	\$ <u>1,175</u>
To:	Supplies	\$	1,000	
	Services and Operating Expenses		<u>175</u>	\$ <u>1,175</u>

There are no budget transfers greater than \$25,000 for Child Development Fund 33.

Salary Warrants

Ratify issuance of salary warrants listed on Register Nos. 4685 - 4690 for the period of June 6, 2011 through July 1, 2011 in the amount of \$4,874,822.31 as listed:

Register No. 4685	Warrant Nos. 103159 - 103313	\$	990,682.94
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**Minutes, Meeting of the Board of Trustees
July 26, 2011**

Issue Date 06/09/11 Register No. 4686 Issue Date 06/09/11	Warrant Nos. 103314 – 103354	\$ 279,376.19
Register No. 4687 Issue Date 06/09/11	Warrant Nos. 103355 – 103699	\$ 372,271.98
Register No. 4688 Issue Date 06/16/11	Warrant Nos. 103700 – 103709	\$ 28,400.87
Register No. 4689 Issue Date 06/16/11	Warrant Nos. 103710 – 103727	\$ 289,435.00
Register No. 4690 Issue Date 06/30/11	Warrant Nos. 103728 – 103784	\$ 2,914,655.33

Total Salary Warrants Issued: \$ 4,874,822.31

Commercial Warrants

Ratify issuance of commercial warrants listed for the period of June 6, 2011 through July 1, 2011 in the amount of \$5,988,981.68.

Unrestricted General Fund 01	\$ 1,558,284.86
Restricted General Fund 12	677,494.63
Child and Adult Development Fund 33	38,594.68
Capital Outlay Projects Fund 41	417,842.62
General Obligation Bond Fund 46	3,157,465.58
Veterans' Stadium Operations Fund 58	9,245.59
Community/Contract Education Fund 59	2,135.96
Self-Insurance Fund 61	4,059.61
Student Financial Aid Fund 74	20.00
Payroll Clearing Fund 76	<u>123,838.15</u>

Total Commercial Warrants: \$ 5,988,981.68

Included in the total warrant expenditures of \$5,988,981.68 are the following payments greater than \$25,000, excluding utilities and employee benefits:

Unrestricted General Fund 01

1. \$ 157,075 to *City of Long Beach Police/Fire Departments* for Spring 2011 police and fire services training classes.
2. \$ 50,000 to *United States Postal Services* to refill postage meter in Mail Services.

Restricted General Fund 12

1. \$ 101,979 to *Pacific Coast Regional Small Business Development Corp.* for hosting a service center for the Small Business Development Center Network.

Minutes, Meeting of the Board of Trustees
July 26, 2011

2. \$ 90,000 to *El Camino Community College District* for hosting a service center for the Small Business Development Center Network.
3. \$ 50,804 to *Graphics Design West* for the printing of student parking permits for Fall 2011, Spring 2012, and Summer 2012.
4. \$ 32,233 to *Board of Governors* for the return of unspent funds for the Career Technical Education Pathways Initiative – Career Technical Education Community Collaborative Projects for fiscal year 2008-2009.
5. \$ 25,898 to *ASB (Associate Student Body) Bank* for mentor stipends for the Los Angeles Universal Preschool Grant.

Capital Outlay Projects Fund 41

1. \$ 315,099 to *Bayley Construction* for the construction of the Pacific Coast Campus Multi-Disciplinary Academic Building.
2. \$ 35,011 to *Community Bank Escrow #1660* for escrow retention for construction of the Pacific Coast Campus Multi-Disciplinary Academic Building.

General Obligation Bond Fund 46

1. \$ 672,306 to *Siemens Industry, Inc.* for technical support services for the Central Plants at the Liberal Arts and Pacific Coast Campuses, and for the Liberal Arts Campus Energy Improvement Project Phase IIB.
2. \$ 592,557 to *McCarthy Building Companies, Inc.* for construction of the Liberal Arts Campus Parking Structure.
3. \$ 409,479 to *Cordoba Corporation* for bond project construction management for May 2011.
4. \$ 311,124 to *Chegini Enterprise (SMC Construction Co.)* for the Liberal Arts Campus Student Services Retrofit Project (Building A).
5. \$ 208,978 to *Twining Laboratories, Inc.* for testing and data collection of construction materials on the Liberal Arts Campus Parking Structure.
6. \$ 130,656 to *G2K Construction, Inc.* for renovation of the Liberal Arts Campus Bookstore (Building I).
7. \$ 119,655 to *Green Giant Landscape, Inc.* for construction of the Lew Davis Parking Lot & Landscape.
8. \$ 70,000 to *Gonzalez/Goodale Architects* for architectural and engineering services for the South Quad Complex.
9. \$ 49,460 to *Martinez Architects, Inc.* for architectural services for the Building A Student Services Retrofit.
10. \$ 39,340 to *GRD Consulting LLC* for professional facility planning and technical support for district-wide construction projects for May 2011.
11. \$ 31,871 to *Lynne Capouya, Inc.* for landscape architectural services for the Liberal Arts and Pacific Coast Campuses.
12. \$ 31,187 to *U.S. Bank N.A.* for escrow retention for construction & design of the Liberal Arts Campus Parking Structure.

Budget Increase (Decrease)

Restricted General Fund 12

2010-2011 Budget Revisions:

State Jobs Act (Cash Match) Program 8645 \$ 332,213

2010-2011 New Budgets:

Virtual Incubator Network Program 8641 \$ 60,000

ACADEMIC AFFAIRS, STUDENT SUPPORT, AND ADMINISTRATIVE SERVICES

It is recommended that the Board of Trustees approve the following: Amend the Certification of Signatures to include Cindy Baker, Accounting Supervisor to approve vouchers in the Los Angeles County Office of Education's PSFS Class APDISAPR (Voucher District Approval) system.

Authorize the Vice President, Administrative Services, or designee to enter into and execute the following agreements:

Grant/Revenue Agreements

CN 93129.7 – Ratify – With *Los Angeles SMSA Limited Partnership dba Verizon Wireless*, Amendment #1, to increase the monthly rent by \$200 for additional space and the right to install improvements.

CN 93155.1 – With the *Foundation for California Community Colleges*, to provide funding for Youth Development Services Program, Project Youth Empowerment Strategies for Success – Los Angeles effective July 1, 2011 through June 30, 2012. Amount of funding is \$118,800.

CN 93155.2 – Ratify – With *California Community College's Chancellor's Office* effective April 1, 2011 through March 31, 2013. Amount of funding is \$400,000.

CN 93155.3 – With *California Community College's Chancellor's Office* effective July 1, 2011 through June 30, 2012. Amount of funding is \$443,087.

Bond Contract Awards

CN 22047.2 – With *BCA Architects, Inc.*, for a contract amount not to exceed \$460,000 plus reimbursable expenses, paid from General Obligation Bond Fund.

Bond Contract Amendments

CN 22019.1 – With *Martinez Architects, Inc.*, Amendment #8, to increase the contract amount by \$8,964 for a total contract amount not to exceed \$1,518,998, paid from General Obligation Bond Fund.

CN 22042.1 – With *Lynn Capouya, Inc.*, Amendment #1, to increase the contract amount by \$21,785 for a total contract amount not to exceed \$1,775,207, paid from General Obligation Bond Fund.

Contract Awards

CN 99677.7 – With *Goodwill, Serving the People of Southern Los Angeles County dba Links Sign Language Interpreting Services*, effective July 1, 2011 through June 30, 2012 for a total contract amount not to exceed \$75,000, paid from Restricted General Fund.

CN 99679.8 – With *Liebert Cassidy Whitmore*, effective July 1, 2011 through June 30, 2014 for a total contract amount not to exceed \$330,000 paid from Unrestricted General Fund.

Minutes, Meeting of the Board of Trustees
July 26, 2011

CN 99680.3 – With *Siemens Industry, Inc.*, effective July 1, 2011 through June 30, 2014 for technical support services for the Apogee system for a total contract amount not to exceed \$138,876 paid from Unrestricted General Fund.

Contract Amendments

CN 95007.4 – With *Alameda County School Insurance Group (ACSIG)/Educational Dental Group Enterprise (EDGE)*, amend Rate Appendix, effective October 1, 2011 through September 30, 2012. The ACSIG/EDGE fee is \$0.65 for each employee per month of enrollment and Delta Dental Administration rate is 6.44% of paid claims.

CN 95008.3 – With *Burnham Benefits Insurance Services, Inc.*, Amendment #2, to extend the contract through June 30, 2012, at an annual cost not to exceed \$150,000.

CN 95009.2 – With *Delta Dental of California*, Amendment #2, to change monthly premiums to \$81.87 for each primary enrollee without enrolled dependents; \$147 for each primary enrollee with one enrolled dependent; and \$164.77 for each primary enrollee with two or more enrolled dependents.

CN 99664.5 – With *Goodwill, Serving the People of Southern Los Angeles County dba Links Sign Language & Interpreting Services*, Amendment #5, to increase the contract amount by \$709 for a total contract amount not to exceed \$78,109, paid from Restricted General Fund.

CN 99669.9 – With *Long Beach Unified School District (LBUSD)*, Amendment #1 to increase the contract amount by \$20,000 for a total contract amount not to exceed \$45,000, paid from Restricted General Fund.

CN 99670.9 – With *Launchpad Careers, Inc.*, Amendment #3, to increase the contract amount by \$10,669 for a total contract amount not to exceed \$68,914, paid from Restricted General Fund.

CN 99672.5 – With *Business Calvary, LLC*, Amendment #1, to change the termination date from June 30, 2011 to June 30, 2013 and increase the contract amount by \$58,920 for a total amount not to exceed \$ 78,000, paid from Restricted General Fund.

CN 99675.7 – With *Launchpad Career, Inc.*, Amendment #1, to change the termination date from December 31, 2011 to June 30, 2012 at no additional cost.

Change Order Ratifications

CN 22038.2 – With *Cavecche Engineering & Construction Company, Inc.*, Change Orders #11 and #12 for the Infrastructure North Loop project at the Liberal Arts Campus in the amounts of \$21,504.68 and \$85,449.24, respectively, for a total contract amount not to exceed \$4,014,919.85, paid from General Obligation Bond Fund. Total approved change orders represent 9.96% of the contract amount.

CN 22043.9 – With *Angeles Contractor, Inc.*, Change Order #3 for the Walnut Avenue Arrival Court/Parking Lot project at the Pacific Coast Campus in the amount of \$15,710.16,

**Minutes, Meeting of the Board of Trustees
July 26, 2011**

for a total contract amount of \$474,693.48, paid from General Obligation Bond Fund. Total approved change orders represent 9.78% of the contract amount.

CN 22044.2 – With *G2K Construction, Inc.*, Change Order #1, for the Bldg. I Bookstore Renovation project at the Liberal Arts Campus in the amount of \$6,967, for a total contract amount not to exceed \$1,995,967, paid from General Obligation Bond Fund. Total approved change orders represent .35% of the construction contract amount.

Amendment to Board Action

CN 99665.4/99665.5 – Amend the board action of May 24, 2011 with the *Career Corner TV, Corp.*, Amendment #1 to revise the contract number from CN 99665.4 to CN 99665.4/99665.5.

Completion of Contract

CN 22039.9 – With *AMG & Associates, Inc.*, for the Building O Renovation project at the Liberal Arts Campus for a total fee of \$3,260,498.80. Project was completed on July 15, 2011.

Settlement Agreement

CN 22039.9 – With *AMG & Associates, Inc.*, for the Settlement Agreement in the amount of \$414,000 for the Building O Renovation project at the Liberal Arts Campus.

CN 22047.3 – With *Emma Corporation and Hickman Mechanical, Inc.* for the Settlement Agreement and Mutual Release in the amount of \$1,650,000 for the repair and replacement of the mechanical loop for the MDF Building and Central Plant Piping project at the Pacific Coast Campus. District will receive the funds from Zurich American Insurance Company as part of the Owner Controlled Insurance Program for the project.

Ratification of Contracts Under \$25,000

Ratify contracts under \$25,000 for the period of June 15, 2011 through June 28, 2011 as listed:

CN #50025.8	No Cost
CN #50028.1	No Cost
CN #99666.8	\$ 2,800
CN #99673.1	\$ 2,000
CN #99674.1	\$ 2,464
CN #99675.5	\$ 2,688
CN #99676.9	\$ 20,000
CN #99677.2	\$ 7,375

PURCHASING

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period of June 6, 2011 through July 1, 2011, in the amount of \$325,209.37 as listed:

PO #67411 – PO #67462 \$325,209.37

**Minutes, Meeting of the Board of Trustees
July 26, 2011**

Included in the total amount of purchase orders of \$325,209.37 are the following items greater than \$25,000:

Unrestricted General Fund – 01

PO #67413	<i>Bear Data Systems</i>	\$52,379.71
	Software upgrades, IITS	

General Obligation Bond Fund – 46

PO #67424	<i>Krause A.C.T dba Air Cleaning Technology</i>	\$73,240.70
	Purchase & install weld fume dust collection system in Sheet Metal Shop, PCC	

It was moved by Member Bowen, seconded by Member Uranga, that the items on the Consent Agenda be approved and authorized.

The motion carried, all voting aye.

HUMAN RESOURCES (Classified)

It was moved by Member Bowen, seconded by Member Uranga, that the Board of Trustees approve/ratify the following actions with the *removal* of the termination of Employee ID #049416.

APPOINTMENTS

Probationary	1
Placement per Bumping Rights in Lieu of Layoff	1
Transfer	1
Temporary	17
Exempt from the Merit System	137

INSERVICE CHANGES

Leave of Absence	1
Mileage	14
Changes to Previous Board	3

SEPARATION FROM THE DISTRICT

Resignation	4
Termination	1

The motion carried, all voting aye.

ACADEMIC SENATE (TITLE 5, SECTION 53203)

Board President Otto, on behalf of the Board of Trustees thanked Kevin for his service and for his participation as this is his last Board meeting that he will attend as the Academic Senate President.

SUPERINTENDENT-PRESIDENT

Superintendent-President's Report

President Oakley reminded everyone that College Day is on August 12. Dr. Judy Willis is the presenter and President Oakley thanked Janice Tomson and Lynn Shaw for helping bring her to us for this special day. Mr. Oakley announced that he has been appointed to serve on the 21st Century Commission on the Future representing LBCC and all California Community Colleges and he will miss being here on College Day.

ACADEMIC AFFAIRS

No items, no report.

STUDENT SUPPORT SERVICES

No items, no report.

ADMINISTRATIVE SERVICES

Resolution, Designating Certain Products, Brands and Services

It was moved by Member Kellogg, seconded by Member Clark, that the Board of Trustees adopt Resolution 072611A Designating Certain Products, Brands, and Services "as district standards" for equipment and installation into District buildings as permitted by Public Contract Code §3400(b).

The motion carried, all voting aye.

Resolution, Agreement with California Department of Education (State Preschool Program)

It was moved by Member Clark, seconded by Member Kellogg, that the Board of Trustees adopt Resolution No. 072611B authorizing the Vice President, Administrative Services, or designee to enter into agreement CN 93155.5 with the California Department of Education effective July 1, 2011 through June 30, 2012. The amount of funding is \$559,789. The motion carried, all voting aye.

The motion carried, all voting aye.

Resolution, Agreement with California Department of Education (General Education Child Care)

It was moved by Member Clark, seconded by Member Bowen, that the Board of Trustees adopt Resolution No. 072611C authorizing the District to enter into grant agreement CN 93155.4 with the California Department of Education effective July 1, 2011 through June 30, 2012. The amount of funding is \$96,675.

The motion carried, all voting aye.

PACIFIC COAST CAMPUS

No items, no report.

ECONOMIC AND RESOURCE DEVELOPMENT

No items, no report.

ACADEMIC SENATE

Kevin Ryan said that he has learned a lot while serving as Senate President and said it was an honor to serve the greatest faculty on the planet.

TRUSTEES COMMUNICATIONS

Board President Otto acknowledged the Board retreat today but was disappointed that we did not have any faculty attend. Mr. Osborn did a superb job and the session proved that the Board and administration is headed in the same direction. He thanked everyone for all their hard work in making this a successful retreat.

NEW BUSINESS

There was no new business.

FUTURE REPORTS

There were no new requests for future reports.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

There were no comments.

ADJOURNMENT

President Otto adjourned the meeting at 6:00 p.m.

The next regular meeting of the Board of Trustees will be held on August 23, 2011. The first order of business will be adjournment to a closed session, as needed. The Board will reconvene in open session at 5:00 p.m. in Building T, Room 1100.

Assistant Secretary