

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

**Minutes of Meeting of
September 10, 2013**

BOARD APPROVED
SEPTEMBER 24, 2013

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 September 10, 2013.

CALL TO ORDER

The meeting was called to order at 4:08 p.m., the items to be discussed in closed session were announced and the meeting was adjourned to closed session.

The meeting was reconvened to open session at 5:06 p.m., in Building T, Room 1100, Liberal Arts Campus.

PLEDGE OF ALLEGIANCE

Andrea Donado led the Pledge of Allegiance.

ROLL CALL

Present: President Kellogg, Vice President Clark, Member Otto, Member
Uranga and Student Trustee Donado.
Member Bowen arrived at 5:20 p.m.

Board President Kellogg announced that there were no public comments on closed session items. Board President Kellogg reported that, in closed session, there was no action taken.

APPROVAL OF MINUTES

It was moved by Member Clark, seconded by Member Otto, that the minutes of the regular meeting of August 27, 2013, be approved as distributed.

The motion carried, all voting aye.

PUBLIC HEARING

2013 Adopted Budget and Education Protection Account Expenditure Plan

President Kellogg declared the public hearing open and called for comments. Hearing no response, President Kellogg declared the public hearing closed.

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INTRODUCTIONS/SPECIAL ANNOUNCEMENTS/PRESENTATIONS

President Oakley announced that faculty member Phyllis Arias (32 years of service) is retiring and that she has gone above and beyond in her service to LBCC. Dr. Peterson introduced some new faces in the athletic department.

ORDERING OF THE AGENDA

There was no reordering of the agenda.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no comments on agenda items.

BOARD OF TRUSTEES

Approval of 2014 Calendar of Board Meetings

It was moved by Member Uranga, seconded by Member Clark, that the Board of Trustees approve the Calendar of Board Meetings for 2014.

<u>Meeting Dates</u>	<u>Location</u>
January 28, 2014	LAC
February 25, 2014	LAC
March 11, 2014	LAC
March 25, 2014	LAC
April 15, 2014 3 RD Tuesday	LAC
May 13, 2014	LAC
May 27, 2014	LAC
June 10, 2014	PCC
June 24, 2014	LAC Budget Workshop
July 22, 2014	LAC Retreat (All Day)
July 22, 2014	LAC Annual Board Reorganization Meeting
August 26, 2014	LAC
September 9, 2014	LAC Budget Workshop and Public Hearing
September 23, 2014	LAC
October 28, 2014	LAC
November 11, 2014	PCC
November 9, 2014	LAC

Liberal Arts Campus (LAC)
T Building, Rm. 1100

Pacific Coast Campus (PCC)
FF107 (Dyer Assembly Room)

The motion carried, all voting aye.

The following items were part of the Consent Agenda

HUMAN RESOURCES (Academic)

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

APPOINTMENTS

Long Term Substitute	1
Stipend	10

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IN-SERVICE CHANGES

Change of Assignment	27
Change in Salary	2
Change of Title	2

SEPARATION FROM THE DISTRICT

Retirement	1
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HUMAN RESOURCES (Classified)

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

APPOINTMENTS

Probationary	9
Reinstatement	3
Working Out of Class	1
Temporary	8
Exempt from the Merit System	22

INSERVICE CHANGES

Mileage	2
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FISCAL SERVICES

FINANCE

Budget Transfers

Unrestricted General Fund 01

Budget Transfer numbers 148436 and 515 for the Unrestricted General Fund 01 total \$1,011,242. Of that total, \$1,269 involved changes in the major object codes as summarized below:

From:	Capital Outlay	\$ <u>1,269</u>
To:	Services and Operating Expenses	\$ <u>1,269</u>

There are no budget transfers greater than \$25,000 between major object codes for the Unrestricted General Fund 01.

Salary Warrants

Ratify issuance of the salary warrant Register No. 4836 - 4839 for the period August 5, 2013 through August 16, 2013 in the amount of \$1,559,359.00 as listed:

Register No. 4836 Issue Date 8/8/13	Warrant Nos. 204331—204363	\$ 941,765.61
Register No. 4837 Issue Date 8/8/13	Warrant Nos. 204364—204538	\$ 274,548.60
Register No. 4838 Issue Date 8/15/13	Warrant Nos. 204539—204543	\$ 27,530.79

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Register No. 4839	Warrant Nos. 204544—204558	\$ <u>315,514.00</u>
Issue Date 8/15/13		

Total Salary Warrant Issued: \$ 1,559,359.00

Commercial Warrants

Ratify issuance of commercial warrants listed for the period August 5, 2013 through August 16, 2013 in the amount of \$2,094,971.67.

Unrestricted General Fund 01	\$ 1,143,533.42
Restricted General Fund 12	270,156.18
Child and Adult Development Fund 33	10,824.40
Capital Projects Fund 41	11,707.00
General Obligation Bond Fund 46	564,601.77
Veterans' Stadium Operation Fund 58	8,564.45
Contract/Community Education Fund 59	18,787.14
Self-Insurance Fund 61	16,265.85
Payroll Clearing Fund 76	36,660.59
Retiree Benefits Fund 79	<u>13,870.87</u>

Total Commercial Warrants: \$ 2,094,971.67

Included in the total warrant expenditures of \$2,094,971.67 are the following payments greater than \$25,000, excluding utilities and employee benefits:

Unrestricted General Fund 01

1. \$ 193,874 to *Long Beach Police Department* for security services for April 2013. (This warrant is jointly funded with the Restricted General Fund 12.)
2. \$ 33,895 to *SimplexGrinnell, LLP* for mandatory detection monitoring, fire alarm testing and inspection.

Restricted General Fund 12

1. \$ 44,205 to *T S Enterprises Assoc., Inc.* for upgrading and improving equipment for the Electronics/Electricity department.
2. \$ 36,633 to *Santa Clarita Community College District* for reimbursement of expenses related to the operation and delivery of services provided by the SBDC Service Center.
3. \$ 30,592 to *Economic Development Collaborative* for reimbursement of expenses related to the operation and delivery of services provided by the SBDC in Ventura County.
4. \$ 10,203 to *Long Beach Police Department* for security services for April 2013. (This warrant is jointly funded with the Unrestricted General Fund 01.)

General Obligation Bond Fund 46

1. \$ 388,216 to *Cordoba Corporation* for bond project construction management for June 2013.

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2. \$ 31,565 to *GRD Consulting, LLC* for facility planning and technical support services for construction projects for July 2013.
3. \$ 30,456 to *Pyramid Building & Engineering, Inc.* for master drainage work at the Pacific Coast Campus.

Budget Increase (Decrease)

There are no budget increases or decreases for the period August 5, 2013 through August 16, 2013.

ACADEMIC AFFAIRS, STUDENT SUPPORT, AND ADMINISTRATIVE SERVICES

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

Bond Contract Awards

CN 22055.6 – With *RBKK, Inc.*, effective August 26, 2013 through December 30, 2014, for a total contract amount not to exceed \$339,740, paid from General Obligation Bond Fund.

Bond Contract Amendments

CN 22053.4 – With *AMEC Environment & Infrastructure, Inc.*, Amendment #1, to increase the contract amount by \$100,000 for a total contract amount not to exceed \$175,000, paid from General Obligation Bond Fund.

Change Order Ratifications

CN 22041.6 – With *Bayley Construction*, Change Order #15, for the MDAB Renovation Project at the Pacific Coast Campus in the amount of \$12,638, for a total contract amount not to exceed \$22,889,633.40, paid from General Obligation Bond Fund. Total approved change orders represent 3.15% of the construction contract amount.

CN 22047.9 – With *Angeles Contractor, Inc.*, Change Order #7, for the Building CC Renovation Project at the Pacific Coast Campus in the amount of \$7,612.62 for a total contract amount not to exceed \$4,838,708.36, paid from General Obligation Bond Fund. Total approved change orders represent 5.42% of the contract amount.

CN 22048.2 – With *Fidelity and Deposit Company of Maryland*, Change Order #19 and #20, for the Building A Student Services Center Retrofit Project at the Liberal Arts Campus in the amounts of \$41,645 and \$11,433 respectively, for a total contract amount not to exceed \$7,540,878.78, paid from General Obligation Bond Fund.

Disposal of Surplus Property

Declare as surplus property and authorize the disposal of exercise equipment removed from the GG Building (Fitness Center) at Pacific Coast Campus consisting of cable pulley weight machines, cardiovascular machines, free weights, and benches and authorize the sale in accordance with Education Code section 81450; the property is not required for school purposes, or should be disposed of for the purpose of replacement, or is unsatisfactory or not suitable for school use.

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Ratification of Contracts Under \$175,000

Ratify contracts under \$175,000 for the period of August 8, 2013 through August 26, 2013 as listed:

CN 93164.7	Tycoon Materials, Inc. dba Happy Recyclers	Amount varies	Electronic waste recycling service
CN 93165.6	The Foundation for California Community Colleges	\$115,000.00	Career Ladders Project
CN 93165.7	Global Corporate College	\$ 12,852.00	TSA officer education
CN 93165.8	Santa Clarita Community College District	\$ 6,030.00	Captioning and transcription services for Distance education
CN 99666.9	Keenan & Associates	\$ 11,500.00	Workers compensation run-off claims administration
CN 99687.1	Jason M. Sanchez	\$ 21,760.00	Makeup artist course
CN 99694.9	Computer Assisted Testing Services dba Comira	\$ 17,000.00	Comira testing center
CN 99701.2	Whittier College	\$ 64,500.00	Upward Bound Program
CN 99702.9	Lovegevity.com, Inc.	\$ 30,000.00	Wedding planning course
CN 99703.9	Kelly Ann Rodriguez	\$ 3,375.00	Skincare course
CN 99704.2	Symplicity Corporation	\$ 5,000.00	Online management database for Student Life
CN 99704.4	Long Beach Golf Learning Center	\$ 1,700.00+ enrollment	Use of facility

PURCHASING

Purchase Order Approvals/Ratifications

Authorize the issuance of purchase orders for the period of August 5, 2013 through August 16, 2013, in the amount of \$774,202.23 as listed:

PO #71592 – PO #71692	\$774,202.23
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Included in the total amount of purchase orders of \$774,202.23 are the following items greater than \$25,000:

Unrestricted General Fund – 01

PO #71604	<i>Trane Services</i> Maintenance for Central Plant chillers	\$ 73,382.36
PO #71642	<i>Community College League of California</i> Subscription renewal	\$ 52,859.47

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Restricted General Fund – 12

PO #71595 *Student Insurance* \$102,703.00
Student Insurance for Fiscal Year 2013/2014

PO # 71640 *Clean Sweep* \$ 26,000.00
Parking lot sweeping

Veterans' Stadium Operations Fund – 58

PO # 71638 *Long Beach Police Department* \$ 29,000.00
Law enforcement services for special events

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

The motion carried, all voting aye.

ADMINISTRATIVE SERVICES

2013-2014 Adopted Budget and Education Protection Account Expenditure Plan

It was moved by Member Clark, seconded by Member Uranga, that the Board of Trustees conduct a public hearing and approve the Adopted Budget for 2013-14 with a 5% Board Reserve rather than 5.5% as required in Board Policy 6010 and that the Board of Trustees accept the definitions of fund balance as promulgated by the Governmental Accounting Standards Board (GASB). That the Board of Trustees accept that the committed fund balance component can only be used for specific purposes imposed by formal action of this Board and documented in the minutes: the amount will remain binding unless modified or removed in the same manner. That the Board of Trustees designate the Vice President, Administrative Services, as the District official to determine and define the amounts of those components of fund balance that are classified as "Assigned Fund Balance." That the Board of Trustees desire to classify the various components of fund balance reported by the District as defined in Governmental Accounting Standards Board Statement No. 54. That the Board of Trustees approve the use of the estimated \$13,456,135 of 2013-14 Education Protection Account (EPA) proceeds resulting from the passage of Proposition 30 to partially fund instructional salaries and benefits.

The motion carried, all voting aye.

2012-2013 CCFS-311 Annual Financial and Budget Report Including the 2013-2014 Appropriations Limit and Education Protection Account

It was moved by Member Otto, seconded by Member Clark, that the Board of Trustees approve the 2012-13 CCFS-311 Annual Financial and Budget Report including the 2013-14 Appropriations Limit and the Education Protection Account Data Report of the Long Beach Community College District and authorize transmittal of the report to the Chancellor's Office, California Community Colleges.

The motion carried, all voting aye.

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REPORTS AND COMMUNICATIONS

Academic Senate President

No report.

Superintendent-President

President Oakley thanked everyone for making the new academic year successful. He thanked the student trustee and ASB president for helping work through some of the issues about the shuttle and parking on behalf of our students. Thanks to all who helped with and attended the Ribbon Cutting Ceremony at PCC. He introduced Ricardo Garcia as the new Associate Director, Community Relations & Marketing. Thanks to Trustee Uranga and other Latino faculty in helping get other faculty, students and staff together for a preview of the PBs series, Latino Americans. President Oakley announced that AB955 has been sent to Governor Brown's desk for signature and we are one of six pilot colleges for this bill.

Student Trustee

Ms. Donado thanked the Board, administration and President Oakley for solving the problems with the shuttle. ASB is holding a special election for vice president, treasurer and secretary. This week is Join-A-Club Day. Ms. Donado again expressed the student's opposition to AB955 and has collected over 600 signatures in opposition to AB955. This bill negatively affects LBCC students creating a two-tier system. Ms. Donado would like the Board to have more discussion on the bill and would also like to see more of the communications on AB955 that are sent by email, etc., include student and faculty opinions.

Board of Trustees

No report.

Trustee Communications

Board President Kellogg commented on the ribbon cutting ceremony at PCC and all the changes taking place on the campuses. He mentioned the football and women's volleyball season coming up.

Future Reports

Board President Kellogg requested a report/update on the vocational advisory committees on when and how they meet including their minutes and their agendas of their meetings

PUBLIC COMMENTS ON NON-AGENDA ITEMS

Students Jessica Bracho, James Routon, Stephanie Deschams and Edgar Portillo stated their opposition to AB955 and the signatures that they collected that support this opposition.

ADJOURNMENT

President Kellogg adjourned the meeting at 6:46 p.m. The next regular meeting of the Board of Trustees will be held on September 24, 2013. The first order of business will be adjournment to a closed session at 4:00 p.m., as needed. The Board will reconvene in open session at 5:00 p.m. in Building T, Room 1100.

Jackie Hann
Assistant Secretary