

Board of Trustees Ventura County Community College District

Mary Anne Rooney

Chair

Larry O. Miller

Vice-Chair

Cheryl Heitmann

Trustee

Arturo D. Hernández

Trustee

Robert O. Huber

Trustee

Tanya Pulley

Student Trustee



James M. Meznik

Chancellor/Secretary to the Board

MINUTES MEETING OF TUESDAY, JULY 11, 2006

The regular meeting of the Board of Trustees of the Ventura County Community College District was held on Tuesday, July 11, 2006 at the Ventura County Superintendent of Schools Office, Camarillo, CA.

ROLL CALL

Board Members Present:

Mary Anne Rooney, Chair

Larry O. Miller, Vice-Chair

Cheryl Heitmann

Arturo D. Hernández

Robert O. Huber

Tanya Pulley, Student Trustee

Management Present:

James M. Meznik, Chancellor

Patricia Parham, Associate Vice-Chancellor, Human Resources

Jim Botting, Police Chief

Eva Conrad, President, Moorpark College

Ramiro Sanchez, Acting President, Oxnard College

Tom Kimberling, Vice President, Business Services, Ventura College

Faculty/Staff/Student Representatives:

Kathryn Schoenrock, Ventura College Academic Senate President

Jeff Baker, Moorpark College Academic Senate President

Jeannette Redding, Oxnard College Academic Senate President

Richard Debnam, Moorpark College Student Representative

Mary Anne McNeil, Grants/Contracts

Handel Evans, Bond Measure S Program Director

Les Dickey, JCM Group

Eileen Welser, Executive Assistant to the Chancellor

CALL TO ORDER

Chair Rooney called the meeting to order at 5:39 p.m., with Trustee Hernández absent. Trustee Hernández arrived at 6:50 p.m.

PUBLIC COMMENTS REGARDING CLOSED SESSION AGENDA ITEMS

There were no Public Comments

RECESS TO CLOSED SESSION

At 5:40 p.m., the meeting recessed to Closed Session.

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION {Gov't Code §54956.9(a)}

- *City of Moorpark vs. VCCCD, et al.* (Ventura County Superior Court Case No. SCO46582)
- *The Ventura County Community College Retirees Association et al. vs. Community College District* (Governmental Claim dated June 6, 2006)

RECONVENE IN OPEN SESSION

At 6:00 p.m., the meeting reconvened in Open Session.

PLEDGE TO THE FLAG

Tom Kimberling led the pledge to the flag.

CLOSED SESSION REPORT

In Closed Session, the Board took action with a 3-0 vote, with Trustee Miller recusing himself and Trustee Hernández absent, to authorize the Chancellor to act upon the governmental claim *Ventura County Community College Retirees Association, et. al. vs. Ventura County Community College District* dated June 6, as amended upon retreat.

Trustees/Chancellor

Reports

- **Academic Senates**
Jeanette Redding commented on the Leadership Institute. She asked about the accreditation responses from the District Administrative Center. Chair Rooney asked for the official language regarding the concerns and recommendations from the Oxnard College Accreditation Committee.

Kathryn Schoenrock mentioned her attendance at the Leadership Institute, reported on a scheduling conflict with the study session, and acknowledged off-contract faculty working during the summer.

- **Trustees**

- **Subcommittees**

Trustee Heitmann reported on the Audit, Budget, Foundation Relations Subcommittee meeting held on May 26, 2006, and indicated that the Foundation Agreement would be on the next Board agenda.

Trustee Huber reported on the Capital Planning and Construction Subcommittee meeting June 27, 2006.

- **Trustee Reports/Announcements/Correspondence**

Trustee Heitmann announced that Handel Evans was honored by the Ventura County Leadership Academy at their awards dinner.

- **Student Representatives**

Richard Debnam, Moorpark College Director of External Affairs, reported on Freshman Orientation, Welcome Back Week, and the new West Hills College - Lemoore.

Tanya Pulley commented on activities at Oxnard College.

Chair Rooney reported on the California Community College Trustees Board meeting. Chair Rooney asked the Board support the initiative on equalization by making a personal contribution.

Trustee Miller asked for the Board's support for the fundraising efforts at Ventura College for the Foster and Kinship Care Education Program

- **Workers Compensation Year End Report (Chief Botting)** was pulled from agenda

PUBLIC COMMENTS

Sean Brennan, former Student Trustee, thanked the Board, faculty, and staff for providing him the opportunity to succeed.

PUBLIC NOTICES OF CHANGES TO THE AGENDA

Capital Planning, Design and Construction

C-15 Approval to Issue a Contract with Quinn Power Systems for Project # 19115: Infrastructure Electrical Systems Upgrade at Moorpark College (Generator)

This item was revised to add the name Quinn Power Systems for Project # 115: Infrastructure Electrical Systems Upgrade at Moorpark College (generator).

- C-16 Approval to Issue a Contract with All-Phase Electric Supply Co. for Project # 19115: Infrastructure Electrical Systems Upgrade at Moorpark College (Switchgear)** This item was revised to add the name All-Phase Electric Supply Co. for Project # 19115: Electrical Systems Upgrade at Moorpark College (switchgear).

Consent Calendar Items

It was moved by Trustee Miller, seconded by Trustee Huber, and carried on a 4-0 vote, with Trustee Hernández absent, to approve the Consent Calendar Items, with the exception of the items pulled. (Pulley – yes)

Approval of Minutes

- C-1 Action to Approve the Minutes of the Regular Meeting of the Board of Trustees for June 20, 2006 [1]** was approved.

Human Resources

- C-2 Employment & Position Management**
- A. Approval of Abolishment of Positions at Ventura and Moorpark Colleges [16]** was granted.
 - B. Approval of Abolishment and Establishment of Positions at Moorpark College [18]** was granted.
 - C. Approval of Change in Position at Ventura, Oxnard, and Moorpark Colleges [19]** was granted
 - D. Approval of Establishment of Positions at Moorpark, Oxnard, and Ventura Colleges and the District Administrative Center. [21]** was granted.
 - E. Approval of Equivalency [23]** was granted as listed to part-time instructors at Ventura and Moorpark Colleges.
 - F. Approval of Personnel [24]** was granted to approve academic and classified personnel at Moorpark, Oxnard and Ventura Colleges and the District Administrative Center.
 - G. Approval/Ratification of Limited Term/Provisional Assignments [27]** was granted.
- C-3 Changes in Personnel/Employment Status**
- A. Approval of Separation from Employment - Academic & Classified Employees [29]** was granted.

- B. **Approval of Probationary to Permanent Personnel [31]** was granted.
- C. **Approval of Granting Sick Leave Days from Established Sick Leave Pool for Full-time Academic Employee [32]** was approved to grant the request from Myra Toth, full-time instructor at Ventura College, for sixty-two days of half-pay from the Sick Leave Pool per section 8.9C of the VCCCD/AFT Agreement, effective as of February 9 through May 17, 2006.
- D. **Approval of Request for Leave of Absence without Pay and Family & Medical Leave (FMLA) [33]** was granted to approve a request from Dr. Emma Waits, full-time Counselor at Oxnard College, for an unpaid leave of absence and family and medical leave (FMLA) for the period August 2 through October 25, 2006.
- E. **Ratification of Lay-off of Classified Personnel [34]** was approved as listed to ratify the lay-off of the listed classified personnel due to lack of funding and abolishment of their positions effective June 30, 2006.
- F. **Approval of Change in Assignment at Ventura College [35]** was approved as listed.

Business Services

- C-4 **Ratification of Accounts Payable and Payroll for the Period of June 1, 2006 – June 21, 2006 [36]** was approved.
- C-5 **Monthly Budget Transfer Summary [37]** was ratified for the month of June 2006 for the General Fund-Unrestricted and General Fund-Restricted.
- C-6 **Approval/Ratification of Board Purchase Order Report #14 for FY 2005/2006 [39]** was pulled for discussion.
- C-7 **Approval/Ratification of Board Purchase Order Report #3 for FY 2006/2007 [45]** was granted from June 5, 2006 to June 26, 2006.
- C-8 **Surplus/Disposal of Equipment and Materials [54]** was approved.
- C-9 **Acceptance of Gifts [55]** was approved.
- C-10 **Approval of New Contracts & Grants for Fiscal Year 2006-2007 [56]** was granted.
- C-11 **Approval of Maintenance Contract with Scottel Voice and Data, Inc. for the Districtwide PBX System [57]** was granted.

- C-12 Approval of Agreement Between T-Mobile USA, Inc. and the Ventura County Community College District, Ventura College [60] was pulled for discussion.**
- C-13 Acceptance of Completion of Bid 265, Basketball Scoreboard for Moorpark College [61] was granted.**

Capital Planning, Design and Construction

- C-14 Acceptance of Completion of Project # 19110: EATM Storm Drainage at Moorpark College [62] was approved.**
- C-15 Approval to Issue a Contract to Lowest Responsible Bidder for Project # 19115: Infrastructure Electrical Systems Upgrade (Generator) at Moorpark College [63] was granted.**
- C-16 Approval to Issue a Contract to the Lowest Responsible Bidder for Project # 19115: Infrastructure Electrical Systems Upgrade (Switchgear) at Moorpark College [65] was granted.**
- C-17 Acceptance of Agreement with D.A.Y. Inspection Services for Project # 19118: Library Renovation at Moorpark College [66] was granted in the amount of \$115,000.**
- C-18 Acceptance of Completion of Project # 29108: Monument Sign Installation at Oxnard College [67] was granted.**
- C-19 Approval to Supplement Contract with BTC/US Labs for Project # 29110: Track/Field Improvements at Oxnard College [68] was granted in the amount of \$40,000 to provide materials testing and inspection services for the Track/Field Project at Oxnard College.**
- C-20 Approval of a Contract with Scott Hunt for Project # 29120: Student Services Center at Oxnard College [69] was granted in the amount not to exceed \$16,800 for providing IOR services at Oxnard College for the Grading Operation associated with the pad preparation for the new Student Services Building at Oxnard College.**
- C-21 Approval to Issue a Contract Addendum to Penfield Smith for Project # 29302: Piped Utility Systems at Oxnard College [71] was granted for additional professional services in the amount of \$29,500 to Penfield Smith Engineers in connection with the piped utility system at Oxnard College.**
- C-22 Approval of a Contract with Penfield Smith Engineers for Project # 29303: Infrastructure Improvement to Campus Site Finishes at Oxnard College [72] was granted in the amount of \$27,528 for Civil Engineering design services.**

- C-23 Approval of Final Budget Reallocation for Physical Education Track & Field Project at Oxnard College [73]** was granted at Oxnard College. This is a reallocation of funds between projects and not a budget increase.
- C-24 Approval of Final Budget Reallocation for Physical Education Gymnasium Remodel Project at Oxnard College [75]** was granted at Oxnard College. This is a reallocation of funds between projects and not a budget increase.
- C-25 Approval to Issue a Contract Addendum to David Bury & Co. Architects for Project # 39082: Renovation of Buildings “APP”, “S”, and “DP” at Ventura College [77]** was granted in the amount of \$41,030.
- C-26 Approval to Issue a Contract Addendum to Austin Veum Robbins Partners for Project # 39126: Food Service Renovation at Ventura College [79]** was granted for increased architectural services in the amount of \$30,175 for additional design services in connection with the renovation of the Food Service area at Ventura College.
- C-27 Approval of Subcontractor Substitution for Painting Work for Buildings “D” and “CR” Renovation at Ventura College [80]** was granted to substitute Moshe Carfii Painting & Decorating for Novatec Enterprise as the listed painting subcontractor for the Ventura College Buildings “D” and “CR” renovation project.
- C-28 Acceptance of Change Order Summary Report for Capital Projects [81]** was approved.

Student Learning

- C-29 Approval of Fall 2006 Community Education Classes at Ventura College [82]** was granted as listed.

Action on Items Listed on the Consent Calendar but Pulled to be Considered Individually

Business Services

- C-6 Approval/Ratification of Board Purchase Order Report #14 for FY 2005/2006, from June 5 to June 26, 2006. [39]** was moved by Trustee Huber, seconded by Trustee Heitmann, and carried on a 4-0 vote, with Trustee Hernández absent. (Pulley – yes)

Trustee Huber asked for additional information on this item.

- C-12 Approval of Agreement Between T-Mobile USA, Inc. and the Ventura County Community College District, Ventura College [60]** was moved by Trustee Huber, seconded by Trustee Miller, and carried on a 4-0 vote, with Trustee Hernández absent, to approve the agreement between T-Mobile USA, Inc. and the Ventura County Community College District, Ventura College for a communications site lease agreement for use of

land at Ventura College for the transmission and reception of communication signals.
(Pulley – yes)

Trustee Huber asked for additional information. Tom Kimberling explained the location of the site.

Action Items/Second Reading Items

Business Services

- A-1 Budget Amendment General Fund - Unrestricted [87]** was moved by Trustee Miller, seconded by Trustee Huber, and carried on 4-0 vote, with Trustee Hernández absent, to amend the General Fund Unrestricted Reserve and Revenue and Expenditure accounts. (Pulley – yes)

Capital Planning, Design and Construction

- A-2 Approval of Continuation of Contract with JCM Group as Construction and Program Managers for the Ventura County Community College District [89]** was moved by Trustee Huber, seconded by Trustee Miller, and carried on 4-0 vote, with Trustee Hernández absent, to approve a one-year extension of the contract with JCM Group as the construction and program managers for the Ventura County Community College District from October 1, 2006, through September 30, 2007, at a contract price not to exceed \$3,638,714. (Pulley – yes)

Student Learning

- A-3 Course Approvals: New and Revised Courses at Moorpark and Oxnard Colleges and New Associate Degree at Moorpark College [91]** was moved by Trustee Miller, seconded by Trustee Heitmann, and carried on a 4-0 vote, with Trustee Hernández absent. (Pulley – yes)

The meeting was recessed at 6:50 p.m. and reconvened at 7:21 p.m.

PUBLIC COMMENTS

James C. Jones, SEIU Senior Field Representative addressed the Board in support of Keenan & Associates.

Chair Rooney announced that in compliance with *The Brown Act*, the Insurance Broker discussions would be held in Open Session.

Interviews of Insurance Brokers

The following Insurance Brokers made 10 minute presentations.

7:30 p.m. **Aon Consulting** - Brent Crane and Karen Albany

8:00 p.m. **Keenan & Associates** - Roxanne Wetzell, Bryce Canfield, and Kelly Cooper

8:30 p.m. **Fickewirth and Associates** - John Fickewirth, Anne Clifford, and Elaine Miwa

9:00 p.m. **Driver Alliant** - Marc Conway, Vicki Bourus, and Michael Conrad

At 9:35 p.m. the meeting was recessed and reconvened at 9:45 p.m.

Following the presentations and the question and answer period, there was a lengthy discussion. It was pointed out that each of the two Districtwide committees who reviewed the documents had different recommendations.

Trustees/Chancellor

A-5 Approval of Contract with Insurance Broker [104] was moved by Trustee Miller, seconded by Trustee Heitmann, and carried on a 4-1 vote, with Chair Rooney voting no, to approve a contract with the brokerage firm of Fickewirth and Associates, to provide professional services as an insurance broker for the period of one year with the option for renewal of four additional one-year terms. (Pulley – abstain)

Chair Rooney expressed her concerns regarding this item.

End of Board Actions

ADJOURNMENT

At 10:50 p.m., the meeting was adjourned.