

# VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

District Council on Administrative Services (DCAS)

Wednesday, February 22, 2017

3:00 p.m. – CONFERENCE CALL

## NOTES

### Attendees:

David El Fattal, Vice Chancellor, Business and Administrative Services  
Emily Day, Director, Fiscal Services  
Cathy Bojorquez, Budget Director  
Silvia Barajas, Vice President, Business Services, Moorpark College  
Jennifer Clark, Fiscal Services Supervisor, Oxnard College  
Dave Keebler, Vice President, Business Services, Ventura College  
Nenagh Brown, Academic Senate President, Moorpark College  
Alexander Kolesnik, Academic Senate President, Ventura College  
Diane Eberhardy, Academic Senate President, Oxnard College  
Alan Hayashi, AFT Representative

### Absent:

Mike Bush, Vice President, Business Services, Oxnard College  
Julius Sokenu, Interim Executive Vice President, Moorpark College

*Recorder: Laura Galvan*

The conference call commenced at 3:05 p.m.

### **FY18 ALLOCATION MODEL**

Vice Chancellor El Fattal confirmed DCAS members received his recent proposed changes to Ms. Brown's revised language sent via email.

There was a suggestion to remove the word "approximately" from the DAC percentage description. Also, the year the DAC will be held harmless (i.e., FY18) was clarified by replacing the phrase "at this point" with "for FY18."

There was a lengthy discussion on whether the group "agreed" to a three-year phase-in of the DAC's percentage or "discussed" the topic. Vice Chancellor El Fattal stated he did not agree to a three-year phase-in.

DCAS members thoroughly discussed the proposed language and reached consensus to revised language as follows:

In the FY 17 Adoption Budget, the districtwide support in the Budget Allocation Model provided funding for the District Administrative Center (DAC) at 6.98% of Available Revenue. Within this allocation, \$420,000 was budgeted for the annual lease payment for the Stanley Avenue office. In November 2016, the District closed escrow on a property in Camarillo at Daily Drive for the DAC relocation. Members of DCAS would like a model where the budget savings that result from the elimination of a lease payment

for the district office would flow to the colleges and DAC over time. It was agreed that the elimination of a lease payment for the district office would bring the DAC share to 6.7%. DCAS agreed to hold the DAC harmless for FY18 and agreed to recommend the phase-in of an adjustment over four years. DCAS will continue discussions toward a recommendation for the FY 19 budget; for the FY 18 budget, the percentage allocation to the DAC will remain at 6.98%.

Conference call concluded at 3:52 p.m.

NOTE: Subsequent to the March 22, 2017 DCAS conference call regarding the FY18 Budget Allocation Model, Vice Chancellor El Fattal revised the proposed language and communicated said changes to DCAS members. The language below is included in the March 2017 Board Item introducing the FY18 Budget Allocation Model and is incorporated in the FY18 Budget Allocation Model document.

In the FY 17 Adoption Budget, the districtwide support in the Budget Allocation Model provided funding for the District Administrative Center (DAC) at 6.98% of available revenue. Within this allocation, \$420,000 was budgeted for the annual lease payment for the Stanley Avenue office. In November 2016, the District closed escrow on a property in Camarillo at Daily Drive for the DAC relocation. With the exception of Vice Chancellor El Fattal, members of DCAS would like a model where the budget savings that result from the elimination of a lease payment for the district office would flow to the colleges and DAC over time. It was agreed that the elimination of a lease payment for the district office would bring the DAC share to 6.7%. DCAS agreed to hold the DAC harmless for FY18 and agreed, with the exception of Vice Chancellor El Fattal, to recommend the phase-in of an adjustment over four years. Due to a lack of unanimity, DCAS will continue discussions toward a recommendation for the FY 19 budget. For the FY 18 Budget, the percentage allocation to the DAC will remain at 6.98%.