

# VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

## **District Council on Administrative Services (DCAS)**

District Administrative Center, Thomas Lakin Boardroom

Thursday, January 16, 2020

### NOTES

#### DCAS Attendees:

Silvia Barajas, Vice President, Business Services, Moorpark College  
Cathy Bojorquez, Vice President, Business Services, Ventura College  
Nenagh Brown, Academic Senate President, Moorpark College  
Dan Clark, Academic Senate President, Ventura College  
Jennifer Clark, Budget Director  
Oscar Cobian, Vice President, Student Development, Oxnard College  
Emily Day, Director, Fiscal Services  
Jeanine Day, Classified Senate Representative, Ventura College  
Gilbert Downs, Classified Senate Representative, Moorpark College  
Amy Edwards, Academic Senate President, Oxnard College  
David El Fattal, Vice Chancellor, Business and Administrative Services  
Mark Frohnauer, AFT Representative  
Nubia Lopez-Villegas, Human Resources Representative (via Skype)  
Amparo Medina, Classified Senate Representative, Oxnard College  
Chris Renbarger, Interim Vice President, Business Services, Oxnard College  
Maria Urenda, SEIU Representative

#### Guest:

Joel Justice, Chief of Police

#### Absent:

Jenine Daly, Human Resources Representative

*Recorder: Laura Galvan*

Meeting called to order 9:03 a.m.

#### **APPROVAL OF MEETING NOTES – DECEMBER 18, 2019**

The meeting notes from December 18, 2019, were approved by consensus.

#### **FACULTY CO-CHAIR ELECTION**

Mr. Dan Clark, Ventura College Academic Senate President, was elected as the DCAS faculty co-chair.

#### **POLICE SERVICES BUDGET REVIEW**

Dr. (Jennifer) Clark presented the current Police Services budget and projected and year-to-date expenditures. Dr. Clark explained that the parking permit revenues include spring permit sales. The three, new vacant officer positions are accounted for in account 2999. She indicated the savings from vacancies is not adequate to cover a full year's salary for each position; there is a shortfall.

Chief Justice stated that as it currently stands, there is one officer vacancy, one officer on long-term leave (military), and he is anticipating one additional vacancy in March/April; an officer in Background with another agency).

Dr. Clark stated that revenue/daily coin collection will, most likely, fall short of projection. There may be a timing issue with the permit Board of Governor's (BOG) Waiver due to a lag with internal transfers. Ms. (Emily) Day explained the process for reimbursement/payment from Credentials (the third-party permit service company). The permit/BOGW numbers could be skewed based on timing issues. Dr. Clark also mentioned the student hourly (cadets) budget is below budget, not too many cadets have been hired. Chief Justice indicated that paperwork for two new cadets has been submitted and there are additional hires in the works.

Ms. Barajas summarized the Budget by stating it is short approximately \$300,000 if all vacancies and on-hold positions are filled. She inquired how hiring additional officers will impact the overtime budget. For example, will it go down if the department is fully staffed? Chief Justice stated that the overtime budget would be reduced if additional officers are hired. He stated that the recent increased presence at the Board meetings has also increased the overtime budget. The request for additional officers came from Chair Kennedy (at the time) through Chancellor Luskin. Ms. Brown recalled the conversation being more recent. There was a discussion about the recurring need for additional officers now that the meetings are livestreamed. Dr. Clark and Chief Justice will ascertain the amount of funds paid for overtime at Board meetings. Vice Chancellor El Fattal explained he will discuss the police presence at Board meetings with Chancellor Gillespie. Ms. Barajas explained that filling the two vacant positions immediately will also help mitigate overtime.

Chief Justice will move forward with the hiring of the vacant position and hire a provisional for the military leave.

Mr. Renbarger suggested moving police services to the DAC budget.

#### **GOVERNOR'S INITIAL FY21 BUDGET PROPOSAL**

Vice Chancellor El Fattal explained that he and the fiscal team attended the State Budget Workshop in Sacramento on January 15. He stated that, basically, the budget is status quo with the addition of COLA. The Student Centered Funding Formula (SCFF) is unchanged from the previous year related to the allocation metrics (70/20/10). He indicated the proposed budget includes some program consolidation. Vice Chancellor El Fattal said that COLA really may not be a true COLA as each District might not receive it. The budget proposal includes \$15 million in faculty diversity and part-time compensation/office hours. Vice Chancellor El Fattal explained there are state level discussions about paying down existing obligations such as STRS/PERS, instead of starting new initiatives with one-time funds.

#### **MOBILE PAYMENT OPTIONS**

Vice Chancellor El Fattal explained that mobile payment options were discussed at Districtwide Operations Committee (DOC). He stated that each campus has some form of mobile payments and that further discussions on this topic will take place at DOC. He stated that the vice presidents are having difficulty determining the scope of the request. Ms. Brown indicated the request was specifically related to PayPal and ApplePay. The issue isn't with using credit cards; it's electronic payments (digital wallet). Vice Chancellor El Fattal indicated that the discussion should start on the campus and the appropriate venue for further discussion is DOC.

### **FUND 693 REVIEW**

Dr. Clark reviewed the budget and year-to-date expenditures for Fund 693 Retiree Health Benefits. The activity is through December 2019. She explained each category and the variances in each number. Current projections indicate that the fund will be over by \$945,148; however, that is not a true representation. Dr. Clark indicated that number will change based on vacancies. She stated that any excess amount is carried over into the subsequent fiscal year as a starting balance. Ms. Barajas stated there have been years where there was a shortfall and the colleges had to come up with the balance, so her preference is to have an overage.

### **ACCREDITATION**

Ms. Brown indicated that the Moorpark College requested data has been received. This item has been resolved.

### **ALLOCATION MODEL/SCFF MODEL SCENARIOS**

Ms. (Emily) Day reminded the group that the differences between each scenario can be found in the meeting notes of December 2019. Ms. Barajas stated she is not in favor of changing the model and provided rationale for not supporting a change to the Model. Mr. Renbarger respectfully disagreed with Ms. Barajas and referenced scenarios 9 and 10, which he favors. There was a discussion about the State's allocation splits of 70/20/10 vs. 60/20/20. [Editor's note: 70/20/10 refers to the State's percentage distribution of 70% Base, 20% Supplemental, 10% Student Success.] Ms. Bojorquez stated there is no real movement at the State level towards the 60/20/20 split. Vice Chancellor El Fattal explained that this discussion seems halted, but he will strive to confirm the status with state-level colleagues. Ms. Day explained that for the FY19-20 Budget, the SCFF funds would be allocated with 70% for the base allocation, 20% for the supplemental allocation, and 10% for the student success allocation. Beginning in 2020-21, those funding rates would be adjusted by COLA. Ms. Bojorquez stated that she feels DCAS began discussing potential changes to the Model last year. She does feel that the data behind the numbers is stale because it is FY17-18; however, it still provides a guide on how the allocation will look. She would like to continue the discussion with the progress that has been made. It is unlikely all the details will be worked out in time for the FY21 Budget. Ms. Bojorquez suggested an agreement on the concept on scenarios 9 and 10. She explained those scenarios protect the Class Delivery Allocation method and stated that DCAS should select the option that works best for the District. She stated that she likes the idea of blending the two and acknowledged the challenges with the data (using outdated data, counting students that attend more than one campus, etc.). She encouraged DCAS to make a commitment to move forward with one of the scenarios. She is concerned that the Committee will run out of time again next year and by narrowing the options, the colleges can plan any impacts. Ms. Brown restated, for understanding, Ms. Bojorquez's statements: Keep the model as it is for FY21 and commit to a philosophical concept for FY22. Ms. Bojorquez said that she is proposing using scenario 10 with small modifications; keeping the Class Delivery Allocation as is and distributing the remaining, based on college size (small/medium/large) for FY22. Ms. Bojorquez stated that should the State change the allocation dramatically (for example, 60/20/20), the proposal would be reevaluated by DCAS. Mr. Renbarger supports Ms. Bojorquez's proposal. Ms. Bojorquez explained it is her desire to narrow the scope of options. Ms. Brown expressed her desire for stability.

There was a discussion about Scenario 10 as well as the base allocation numbers, which are aligned to the small/medium/large sized college. The majority of DCAS members agreed to use the current model for FY21. For FY22, the focus will be on scenarios 9 or 10 (with slight modifications). All members agreed to work with this in good faith.

Ms. Brown stated she would like to protect funds that arrive to the colleges late by allowing carryover to the colleges for at least one year. It was proposed that any amount above the 2% carryover limit be allowed. It was further proposed that it be for more than one year. There was a discussion about allowing the carryover amounts into Fund 113.

Mr. Frohnauer explained that AFT may be opposed. He read a statement on behalf of AFT:

*“It is the AFT’s position that Reserves should remain at current levels, and any unbudgeted revenues, carryovers and similar items be held in Unrestricted and Unallocated Reserves until the District and AFT agree to and sign a labor contract.*

*The logic for the AFT’s position is that Faculty Salaries are the largest expense item of VCCCD, and the failure to reach an agreement on Faculty Salaries prior to expiration of the CBA on June 30, 2019 leaves the District with the prospect of needing to spend significant and currently unbudgeted monies in order to provide appropriate pay raises to Faculty.*

*The failure to provide fair pay raises to Faculty in the last three years has caused full-time Faculty pay to sink to near the bottom in the entire state of California, compared to other community colleges. Until this situation is recognized and addressed, the AFT will not support any diversion of funds away from Unrestricted and Unallocated Reserves.”*

Mr. Renbarger asked for clarification on AFT’s statement; any amount over the allowed up to 2% carryover should be deposited into the District’s Unallocated, Unrestricted Reserves. Mr. Frohnauer responded in the affirmative.

Ms. Bojorquez proposed that any amount over 2% carryover (maximum allowed amount) can go to Fund 113 to be used at the campus for innovation, enrollment strategies, etc. Aside from Mr. Frohnauer’s comment, all other members of DCAS support this recommendation.

#### **OTHER BUSINESS**

There was no other business.

#### **FUTURE AGENDA ITEMS**

- Police Services Budget
- FY22 Allocation Model – Scenarios 9/10
- FY21 Budget Assumptions
- Unexpected revenue over the hold harmless amount and how that is handled
- Budget Allocation Model & Infrastructure Model

Meeting adjourned 11:16 a.m.