

LOS RIOS COMMUNITY COLLEGE DISTRICT
Board Meeting Minutes
Wednesday, August 14, 2019

1. CALL TO ORDER

The board meeting was called to order by President Knight at 5:30 p.m., in the Tiff Martinez Board Room at Los Rios Community College District, 1919 Spanos Court, Sacramento, California.

Present:

Mr. John Knight, President
Mr. Robert Jones, Vice President
Ms. Pamela Haynes
Mr. Dustin Johnson
Ms. Tami Nelson
Ms. Deborah Ortiz
Ms. Ruth Scribner

Isabella-Marie Engel, Student Trustee

Dr. Brian King, Chancellor

2. ORAL COMMUNICATIONS

There were no oral communications.

3. CONSENT CONSIDERATIONS

A motion was made by Trustee Nelson, seconded by Trustee Haynes, that the Board of Trustees approve Consent Consideration items A through K.

Roll Call Vote:

Aye: Haynes, Johnson, Jones, Knight, Nelson, Ortiz, Scribner

No: None

Absent: None

Student Trustee: Aye

Motion carried; 7:0

A. *Board Meeting Minutes: July 10, 2019*

That the Board of Trustees approve the minutes of the meetings held on July 10, 2019.

B. Claim: Janis Bradley

That the Board of Trustees reject the claim of Janis Bradley and refer the matter to the District's insurance administrators.

C. Los Rios Colleges Foundation – Quarterly Investment Report

That the Board of Trustees receive the Foundation Quarterly Investment Report for the year ended June 30, 2019.

D. Special Event Authorization

That the Board of Trustees approve or ratify the applications listed herein.

College Events

Date of Event	College	Location	Name of Event	Alcohol
October 17, 2019	FLC	Harris Center	Folsom Vybe: A Benefit for the Twin Lakes Food Bank	Wine and Beer
October 20, 2019	FLC	Harris Center	Placer Pops Chorale: Hollywood at the Harris Center	Wine and Beer
January 9, 2020	FLC	Harris Center	Kids Helping Kids' 8th Annual Signature Gala	Wine and Beer

E. Disposition of Stale District Records

That the Board of Trustees approve the destruction of the documents referenced in the August board agenda packet.

F. Disposition of Surplus Equipment

That the Board of Trustees approve the disposal of the items listed in the August board agenda packet per Education Code section 81452.

G. Ratify: Bid Transactions

That the Board of Trustees Ratify and/or approve the bid transactions as herein listed.

CHANGE ORDERS					
Bid No	Description	Change Amount	Change Number	Vendor	New Contract Total
19012	ETW Repair and Resurface Parking Lot. Additional excavation to remove unsuitable material, import new material and compaction.	\$9,987.00	3	Anthem Builders, Inc.	\$217,387.00

H. Ratify: Grants and Contracts Awarded

That the Board of Trustees Ratify and/or approve the grant and contract awards listed herein, pursuant to Board Policy 8315.

Title, Description, Term, Project Administrator	College/Unit	Amount	Source
<p>E-Games for Active Training in Engineering Design</p> <ul style="list-style-type: none"> Funds to develop a multi-level interactive e-game that captures student engagement through experiential learning of engineering design. 7/01/2019 through 6/30/2022 <p>Administrator: Adam Windham / Dean, Mathematics</p>	ARC	\$11,880	Governor's Office of Planning & Research
<p>IEPI</p> <ul style="list-style-type: none"> Funding to support efforts towards redesigning the "Front Door" experience to help students get on the right path and stay on the right path. 7/01/2019 through 6/30/2020 Administrator: Kathy Degn / Interim Vice President, Student Services 	FLC	\$200,000	California Community College Chancellor's Office/Santa Clarita Community College District
<p>SCC IEPI Plan</p> <ul style="list-style-type: none"> Funds to provide increased support to students along their pathways by developing effective programs for Drop Rate Improvement. 7/01/2019 through 6/30/2020 <p>Administrator: Virginia McReynolds / Associate Vice President, Instructional Services</p>	SCC	\$200,000	California Community College Chancellor's Office
<p>IEPI Innovation & Effectiveness Plan II</p> <ul style="list-style-type: none"> Funds to focus on developmental education needs, general education and career readiness within program maps and/or other appropriate venue. 7/01/2019 through 6/30/2020 Administrator: Alexander Casareno / Dean, English and Language Studies 	CRC	\$200,000	California Community College Chancellor's Office
<p>Aligning Import Perspectives of Foreign Buyers with Export Training to New-To-Export Small Businesses</p> <ul style="list-style-type: none"> Funding for studies on issues related to the marketing of value-added agricultural products with a goal of fostering new foreign markets for small business within the priority area of creating wealth and economic opportunity in rural communities. 7/01/2019 through 6/30/2020 Administrator: Tammy Montgomery / Associate Vice Chancellor, Instruction 	WEDC	\$154,644	Department of Food and Agriculture
<p>Center of Excellence (Consulting Services)</p> <ul style="list-style-type: none"> Funding to complete a Policy Brief consisting of a needs assessment and gap analysis for workforce development needs in forest and watershed professions. 6/05/2019 through 6/20/2020 	WEDC	\$6,500	Sierra Business Council

<ul style="list-style-type: none"> Administrator: Theresa Milan / Manager, Center of Excellence 			
<p>NFNRC Director</p> <ul style="list-style-type: none"> Funding for the District, which has been designated as the Regional Fiscal Agent for the Program for the North Far North Regional Consortium as authorized by the CTE Regional Consortia as stipulated in the Strong Workforce legislation. 07/01/2019 through 12/31/2020 Administrator: Theresa Milan / Manager, Center of Excellence 	WEDC	\$165,276	Butte Community College District
<p>Innovation Pathways to Public Service (IPPS)</p> <ul style="list-style-type: none"> Funding for the District to produce a research report on industry, occupational, and job posting analysis to highlight employment trends in the Sacramento region's public sector. 07/01/2019 through 12/31/2019 Administrator: Theresa Milan / Manager, Center of Excellence 	WEDC	\$15,000	SETA
<p>DO IEPI Guided Pathways Technology</p> <ul style="list-style-type: none"> Funding to develop and deploy academic maps, align general education mapping across the district, implement technology solutions and implement Starfish Connect and Starfish Early Start. 7/01/2019 through 6/30/2020 Administrator: Jamey Nye / Vice Chancellor / Education and Technology 	DO	\$200,000	California Community College Chancellor's Office

I. Ratify: Affiliation and Other Agreements

That the Board of Trustees Ratify and/or approve the agreements as listed.

- Below is a list of Allied Health Agreements for clinical placements and Internships for Los Rios students. While the District is obligated under these agreements to cooperate and provide educational services pursuant to these agreements, none of them require payment or receipt of funds.

ALLIED HEALTH AGREEMENTS FOR CLINICAL PLACEMENTS

Agency	Clinical Program	Campus	Contract Date	Term
Washington Unified School District	PTA/OTA	SCC	05/20/19	Evergreen
American River Center	PTA/OTA	SCC	06/26/19	Evergreen
WellSpace Health	All	All	04/30/19	Evergreen
Health Education Council	CHW & Nursing	SCC & ARC	05/22/19	Evergreen
Cosumnes Community Services District	Fire Tech	CRC	05/01/19	Evergreen

* PTA/OTA - Physical Therapy and Occupational Therapy Assistant

* CHW – Community Health Worker

- Below is a list of Facility Use Agreements for events where the facilities are provided free of charge or events where the District has or will receive payment from the user.

ON-CAMPUS FACILITY USE AGREEMENTS

Campus	Type of Agreement	Permit Number
FLC	Facility Use	FLC 19-044
FLC	Facility Use	FLC 19-047
FLC	Facility Use	FLC 19-048
FLC	Facility Use	FLC 19-053
CRC	Facility Use	C20-0027
CRC	Facility Use	C20-0028
CRC	Facility Use	C20-0029
CRC	Facility Use	C20-0030
CRC	Facility Use	C20-0031
CRC	Facility Use	C20-0032
CRC	Facility Use	C20-0033
CRC	Facility Use	C20-0034
CRC	Facility Use	C20-0035
CRC	Facility Use	C20-0036
CRC	Facility Use	C20-0037
CRC	Facility Use	C20-0038
CRC	Facility Use	C20-0039
CRC	Facility Use	C20-0040
CRC	Facility Use	C20-0041
CRC	Facility Use	C20-0042
CRC	Facility Use	C20-0043
CRC	Facility Use	C20-0044
CRC	Facility Use	C20-0045
CRC	Facility Use	C20-0046
CRC	Facility Use	C20-0047
CRC	Facility Use	C20-0048
CRC	Facility Use	C20-0049
CRC	Facility Use	C20-0050
CRC	Facility Use	C20-0051
CRC	Facility Use	C20-0052
CRC	Facility Use	C20-0053
CRC	Facility Use	C20-0054
CRC	Facility Use	C20-0055
SCC	Facility Use	S19-0018
SCC	Facility Use	S19-0042
SCC	Facility Use	S19-0043
SCC	Facility Use	S19-0082
SCC	Facility Use	S19-0120
SCC	Facility Use	S19-0122
SCC	Facility Use	S19-0123
SCC	Facility Use	S19-0124
SCC	Facility Use	S20-0001
SCC	Facility Use	S20-0005
SCC	Facility Use	S20-0012
SCC	Facility Use	S20-0013
SCC	Facility Use	S20-0015
SCC	Facility Use	S20-0018
SCC	Facility Use	S20-0019
SCC	Facility Use	S20-0022
SCC	Facility Use	S20-0024

SCC	Facility Use	S20-0026
Harris Center	Facility Use	13433
Harris Center	Facility Use	13603
Harris Center	Facility Use	14221
Harris Center	Facility Use	14222
Harris Center	Facility Use	14224
Harris Center	Facility Use	14225
Harris Center	Facility Use	14235
Harris Center	Facility Use	14236
Harris Center	Facility Use	14238
Harris Center	Facility Use	14239
Harris Center	Facility Use	14240
Harris Center	Facility Use	14242
Harris Center	Facility Use	14301
ARC	Facility Use	1061
ARC	Facility Use	1062
ARC	Facility Use	1063
ARC	Facility Use	1064
ARC	Facility Use	1065
ARC	Facility Use	1066
ARC	Facility Use	1067
ARC	Facility Use	1068
ARC	Facility Use	1069
ARC	Facility Use	1070
ARC	Facility Use	1071
ARC	Facility Use	1072
ARC	Facility Use	1073
ARC	Facility Use	1074

J. Purchase Orders, Warrants, Checks and Electronic Transfers

That the Board of Trustees approve the numbered purchase orders, warrants, checks and electronic transfers that are reflected on the schedule below.

PURCHASE ORDERS		
General Fund	0001105996-0001106941 B200000-B200477	\$ 60,011,874.33
Capital Outlay Fund	0003018299-0003018316	
Child Development Fund	0006000889-0006000892 B6200000-B6200014	
Self-Insurance Fund	0009000430-0009000438 B9200000-B9200005	
WARRANTS		
General Fund	781127-782661	\$ 12,917,420.35
General Fund-ARC Instructional Related	009973-010008	
General Fund-CRC Instructional Related	023439-023455	
General Fund-FLC Instructional Related	031580-031580	
General Fund-SCC Instructional Related	047831-047873	
Capital Outlay Fund	833980-834033	
Student Financial Aid Fund	900453-900453	
Child Development Fund	954725-954740	

Self-Insurance Fund	976546-976552	
ODSFD	000503-000503	
Payroll Warrants	439398-440251	\$ 4,702,049.02
Payroll Vendor Warrants	65780-65887	
July Leave Process	440252-442294	
CHECKS		
Financial Aid Disbursements (E-trans)	-	\$ 2,311,723.19
Clearing Checks	2811-2813	\$ 1,551.25
Parking Checks	3141-3143	\$ 99.00
Bookstore Fund – ARC	33802-33840	\$ 413,959.36
Bookstore Fund – CRC	28616-28637	
Bookstore Fund – FLC	10646-10672	
Bookstore Fund – SCC	51120-51185	
Student Clubs Agency Fund – ARC	5884-5894	\$ 34,500.64
Student Clubs Agency Fund – CRC	5158-5175	
Student Clubs Agency Fund – FLC	2713-2719	
Student Clubs Agency Fund – SCC	4264-4271	
Foundation – ARC	6284-6294	\$ 41,379.77
Foundation – CRC	2725-2727	
Foundation – FLC	1810-1822	
Foundation – SCC	5185-5195	
Foundation – DO	1105-1112	
Associated Students Trust Fund – ARC	-	\$ 867.76
Associated Students Trust Fund – CRC	0901-0902	
Associated Students Trust Fund – FLC	0744-0745	
Associated Students Trust Fund – SCC	-	
Regional Performing Arts Center Fund	USI Check System 6799-6864	\$ 350,973.80
ELECTRONIC TRANSFERS		
Board of Equalization	-	\$
PARS	-	\$ 71,350.07
Vendors	-	\$
International Wire- Ethan Way Center	-	\$ 1,168.20
Backup Withholding	-	\$ -
Retiree Health Trust	-	\$ -
Self-Insurance	-	\$ 70,379.38
Bookstore	-	\$ 49,789.92
Payroll Direct Deposit Advices	986879-990820	\$ 8,360,292.49
Other Payroll Transactions	-	\$ 3,795.00

K. Human Resources Transactions

That the Board of Trustees approve the human resources transactions listed in the August board agenda packet.

4. ACTION

A. Associate Vice Chancellor of Human Resources Employment Agreement

A motion was made by Trustee Johnson, seconded by Trustee Jones, that the Board of Trustees approve the hiring of Jacob Knapp as Associate Vice Chancellor of Human Resources, including the material outlined below:

The material terms of the recommended contract for Jacob Knapp include:

- *A term of approximately two (2) years (August 15, 2019-June 30, 2021)*
- *An initial salary of \$171,379 (step 1 of Level A- 2018-19 Interim Salary Schedule)*
- *Health and welfare benefits*
- *Allowance of \$550/month for auto*

Roll Call Vote:

Aye: Haynes, Johnson, Jones, Knight, Nelson, Ortiz, Scribner

No: None

Absent: None

Student Trustee: Aye

Motion carried; 7:0

B. Pay Rate Schedules: Final 2018-19

A motion was made by Trustee Ortiz, seconded by Trustee Haynes, that the Board of Trustees adopt and approve the final salary schedules for all groups and individuals providing a 6% one-time salary schedule improvement. It is also recommended that the Board of Trustees ratify the Memorandums of Understanding as outlined.

Roll Call Vote:

Aye: Haynes, Johnson, Jones, Knight, Nelson, Ortiz, Scribner

No: None

Absent: None

Student Trustee: Aye

Motion carried; 7:0

C. Pay Rate Schedules: Interim 2019-20

A motion was made by Trustee Ortiz, seconded by Trustee Jones, that the Board of Trustees adopt and approve the interim 2019-20 salary schedules for all groups and individuals providing an initial on-going salary schedule improvement and other modifications as described in the August board agenda packet. It is also recommended the Board of Trustees ratify the Memorandums of Understanding with each employee group.

Roll Call Vote:

Aye: Haynes, Johnson, Jones, Knight, Nelson, Ortiz, Scribner

No: None

Absent: None

Student Trustee: Aye

Motion carried; 7:0

D. Contract Award: Districtwide Furniture & Related Services

A motion was made by Trustee Nelson, seconded by Trustee Ortiz, that the Board of Trustees award the contract for Bid #19017 to Campbell Keller for the base bid and three (3) alternates.

Roll Call Vote:

Aye: Haynes, Johnson, Jones, Knight, Nelson, Ortiz, Scribner

No: None

Absent: None

Student Trustee: Aye

Motion carried; 7:0

5. BOARD MEMBER REPORTS

Trustee Engel met with all the student leaders in the District and set preliminary goals for the academic year, and she is looking forward to attending a conference for community student trustees this month.

Trustee Knight reported that he and a couple of other board members attended the retirement celebration of Theresa Matista and Ryan Cox.

6. FUTURE AGENDA ITEMS

No future agenda items were discussed.

7. REPORTS AND COMMENTS

The following constituency representatives presented reports to the Board:

Olga Prizhbilov, American River College Classified Senate

Gary Aguilar, President, Districtwide Academic Senate

Dean Murakami, President, LRCFT

Chancellor's Report:

ARC: ARC Legal Assisting Professor Asha Wilkerson has been named the 2019 Attorney of the Year by the Wiley W. Manuel Bar Association. The award recognizes Asha for her work in organizing a series of free community expungement workshops during the 2018-19 academic year. The workshops gave residents of the Sacramento region the opportunity to clear or reduce their California criminal record. The Wiley Manuel Bar Association, formerly known as the

Sacramento Association of Black Attorneys, provides an organized bar affiliation to represent the professional interests of the legal community in Sacramento, with special emphasis on Black attorneys; promotes the administration of justice; and makes use of legal tools and legal discipline for the advancement of the economic, political, educational, and social interest of Sacramento, especially the Black community.

CRC: CRC Distance Education Coordinator and Academic Senate President Greg Beyrer recently won the Canvas Educator of the Year award from Instructure. Greg was nominated for his teaching (in the adjunct category) as well as his work in professional development as distance education coordinator. The award recognizes exceptional educators who are shaping the next generation of students and positively impacting the lives of K-20 students. Greg uses data-driven metrics to both improve his courses and help the faculty at CRC design/redesign their courses to be more engaging and informative for students. He is always looking for tools to improve the student experience and help to bridge the equity gaps. Greg directly works with faculty members to integrate new tools in their courses, as well as use the toolset that comes with Canvas.

FLC: Folsom Lake College alum and Innovation Center makerspace instructional assistant Nicole Shuman presented at the 2019 National Audubon Society Convention held in Milwaukee, Wisconsin in late-July. One of 35 selected speakers, Nicole introduced her FLC Makerspace Bird Box prototype, which was designed and constructed with the assistance of Innovation Center resources, and is an emergency transport box that provides injured birds with a warm, lightproof, and soundproof environment; all necessary to help increase an injured bird’s chances for survival. Immediately following the well-received presentation which bridged the gap between ornithology and engineering, Nicole’s entrepreneurial spirit was rewarded with multiple bird box orders placed from across the country.

SCC: Sacramento City College has signed an agreement with Hacker Lab to offer full Hacker Lab access to all students taking SCC’s Makerspace courses. Hacker Lab offers events, classes and networking in the Sacramento region that can help students focus on continuing to build on their skills and connect with industry professionals. To be eligible, students need to enroll in a 2- or 3-unit MAKR class or have already completed 2 units of the MAKR curriculum. The partnership also gives staff a chance to use Hacker Lab facilities—they just need to contribute 16 hours this semester to the Hacker Lab in midtown.

Chancellor King announced the following retirements:

Retirement			Years of Service
Steven Segura	Dean, McClellan	ARC	11+
Frances Degn	EOPS Coordinator	CRC	15+
Ryan Cox	Associate Vice Chancellor, Human Resources	DO	18+
Russell Jones	Information Technology Technician II – Computer Operations	DO	22
Alex Caudill	Lead Custodian	ARC	23

Kevin Higgins	Kinesiology and Athletics Professor (60%) / Athletic Director (40%)	ARC	31+
Marilyn Perry	Instructional Services Assistant II	SCC	41

8. CLOSED SESSION

General Counsel Sherry announced closed session as listed below. The following board members went into closed session at 6:20 pm: Ms. Haynes, Mr. Johnson, Mr. Jones, Mr. Knight, Ms. Ortiz, Ms. Nelson and Ms. Scribner.

- A. Pursuant to Government Code section 54957: Public Employee Discipline/Dismissal/Release (1 employee)
- B. Pursuant to government code section 54956.9; Conference with legal counsel – Existing Litigation WCAB #s: ADJ 10551860, 10551740

Closed Session Adjourned: 6:33 pm

Open Session: 8:34 pm

9. OPEN SESSION: REPORT OF ANY ACTION TAKEN IN CLOSED SESSION

On the item identified at 8.B on the board agenda, the Board of Trustees approved the settlement with the employee for \$45,000 by a vote of 7 to 0.

10. ADJOURNMENT

A motion was made by Trustee Scribner, seconded by Trustee Nelson, that the meeting be adjourned.

President Knight adjourned the meeting 6:35 pm.



BRIAN KING
Chancellor and Secretary to the Board of Trustees

Minutes approved by the Board of Trustees: September 11, 2019