



Victor Valley Community College District REGULAR MEETING OF THE BOARD OF TRUSTEES MINUTES

Date: April 10, 2012

Place: **Open Session:** 6 p.m. Board Room, Victor Valley Community College, 18422 Bear Valley Road, Victorville, CA 92395

AGENDA~ Board Room

1. CALL TO ORDER

6 p.m.

The Board of Trustees of Victor Valley Community College District met in Open Session on April 10, 2012 in the Board Room of the Administration Building. Mr. Range, Board President called the meeting to order at 6 p.m.

Board President Range announced that the meeting was being electronically recorded and web cast live at <http://www.vvc.edu/offices/president/webcast.shtml>

TRUSTEE ROLL CALL: Joe Range, President; Michael Krause, Clerk; Dennis Henderson, Trustee; Joseph W. Brady, Trustee; Christopher Dustin, Student Trustee

Absent: Lorrie Denson

Christopher Dustin led the Pledge of Allegiance to the Flag.

ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA: Item 6.3 the items should list that four (4) candidates will be selected instead of three (3).

3. OPEN SESSION REGULAR MEETING

3.2. **PUBLIC COMMENTS RELATED TO AGENDA ITEMS:** Fred Board 11.3, Jeff Morgan 6.3, and Dennis Verhagen 6.3

4. SUPERINTENDENT/PRESIDENT'S REPORT

Dr. O'Hearn announced that he had no report.

Academic Senate: Absent

5. CONSENT AGENDA

It was MSC (Brady/Henderson, 4-0, Denson absent) to approve the consent items in one motion.

5.1 Approval of the minutes of the March 13, 2012 regular Board meeting.

- 5.2 Independent Contractor Agreement – MKH Medical Electronics
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and MKH Medical Electronics for the maintenance, calibration and performance verification of therapy equipment in the athletic training room. The period of this agreement is March 15, 2012 through June 30, 2012. Fiscal Impact Not to exceed \$400.00
- 5.3 Clinical Facility Use Agreement – Knolls West Convalescent Hospital
Ratification of the agreement between Victor Valley Community College District and Knolls West Convalescent Hospital to provide clinical training facilities for students registered in the Health Sciences programs. The period of this agreement is from April 1, 2012 will continue until either party chooses to terminate the agreement. Fiscal Impact: None.
- 5.4 Renewal Agreement – Herff Jones, Inc.
Approval of the renewal agreement between Victor Valley Community College District and Herff Jones, Inc. for associate degree diplomas and certificate stock. Prices will be effective 2012-2014. Fiscal Impact: Approximately \$13,650 over three years, budgeted item.
- 5.5 Clinical Facility Use Renewal Agreement (Fifth Amendment) – Community Hospital of San Bernardino
Ratification of the renewal agreement between Victor Valley Community College District and Community Hospital of San Bernardino to provide clinical training facilities for students registered in the Health Sciences programs. The Fifth Amendment is through March 2, 2013 unless sooner terminated. Fiscal Impact: None.
- 5.6 Independent Contractor Agreement – Julie Slark
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Julie Slark to conduct Student Learning Outcomes workshops to faculty. The period of this agreement is February 24, 2012 through June 30, 2012. Fiscal Impact: Not to exceed \$5,000.00, budgeted item.
- 5.7 Agreements – Contract Education Services
Ratification of the Contract Education Service agreements listed that are being offered through the Contract Education Department. Fiscal Impact: \$1,250.00, **Income to the District.**

Vendor:	Estimated income to the District
Notary Public Seminars – Become a Notary in One Day	\$ 750.00
Notary Public Seminars – Renewing Notaries	\$ 500.00
Total:	\$ 1,250.00

- 5.8 Board of Trustees Payments Report
Approval Board of Trustees Payments Report. Fiscal Impact: None
- 5.9 Quarterly Financial Status Report (CCFS-311Q)
Approval of the Quarterly Financial Report (CCFS-311Q). Fiscal Impact: None
- 5.10 Change Order – Vector Resources, Inc.
Ratification of the agreement between Victor Valley Community College District and Vector Resources, Inc. to include an additional Power over Ethernet (POE) switch needed for the Regional Public Safety Training Center. Fiscal Impact: \$3,265.37, Local Bond Funded.

- 5.11 Deductive Change Order No. 002 – Cooley Construction, Inc. Campus-Wide Roadway and Parking Lot Replacement
Ratification of the Deductive Change Order #002 with Cooley Construction, Inc. for campus-wide roadway and parking lot replacement. Fiscal Impact: \$13,699.90 **Income to the District.**
- 5.12 Agreement – Dewey Pest Control
Ratification of the agreement between Victor Valley Community College District and Dewey Pest Control to provide pest control services for the Regional Public Safety Training Center. Fiscal Impact: \$2,325.00, annually.
- 5.13 Agreement – Logic Domain
Ratification of agreement between Victor Valley Community College District and the Logic Domain to provide Capital Program/Project Management software for monitoring Bond JJ projects. The software provides capacity to monitor the ongoing projects' progress and budget. The software setup cost is \$3,000.00 per project plus \$600.00 annual maintenance fee per project for a term of three years. Fiscal Impact: \$9,000.00 one-time fee for three (3) projects and \$1,800.00 annual fee. Total \$10,800.00.
- 5.14 Agreement – Gale/Jordan Associates, Inc.
Ratification of the agreement between Victor Valley Community College District and Gale/Jordan Associates, Inc. to provide industrial hygiene and air monitoring services during the asbestos abatement of the Music Building. Fiscal Impact: Not to exceed \$31,700.00, Local Bond Funded.
- 5.15 Agreement – Campus Planning Group
Ratification of the agreement between Victor Valley Community College District and Campus Planning Group to work in conjunction with the Facilities Construction department to prepare and submit to the State Chancellor's office the District's 5-year Construction Plan, space inventory report, room use study and project proposals for the 2012-13 fiscal year. Fiscal Impact: \$30,000.00 plus reimbursable expenses not to exceed \$3,000.00, Fund 71 expenditure.
- 5.16 Curriculum Changes
Approval of the curriculum changes made on February 23, 2012, March 8, 2012, March 22, 2012 and March 29, 2012 that have been recommended by the College Curriculum Committee. Fiscal Impact: None
- 5.17 Independent Contractor Agreement – Philip Tamoush
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Philip Tamoush to provide arbitration services on April 30, 2012. Fiscal Impact: Total cost to be borne equally by the District and CESA.
District portion: \$3,000.00, budgeted item.

ACTION AGENDA

6. BOARD OF TRUSTEES

6.1 Separate approval of items pulled from consent agenda

6.2 Second Read – Revised Board Policy #2365 – Recording

It was motioned by Trustee Brady and seconded by Trustee Krause to approve the revised Board Policy #2365 – Recording. Following discussion, it was motioned by Trustee Brady and seconded by Student Trustee Dustin to extend the period of viewing from 30 to 90 days. The motion failed 3-0, Denson absent, Range, No, Henderson, No, Krause, No, Brady, Yes

Returning to the original motion it was MSC (Brady/Krause, 4-0, Denson absent) to approve the revised Board Policy #2365 – Recording, as written.

6.3 Spring Valley Lake – Board of Directors Election

It was motioned by Trustee Henderson and seconded by Trustee Brady to select four (4) candidates for the election of the Spring Valley Lake Association's Board of Directors. Fiscal Impact: None

It was motioned by Trustee Brady and seconded by Trustee Krause to select candidate Marvin Jobes.

It was motioned by Student Trustee Dustin and seconded by Trustee Brady to select candidate Scott Eckert.

It was motioned by Trustee Henderson and seconded by Trustee Krause to select Dennis Verhagen.

It was motioned by Trustee Krause and seconded by Trustee Brady to select Mike Visser.

It was MSC (Henderson/Brady, 3-1-0, Range, Yes, Krause, Yes, Henderson, Yes, Brady, No, Denson absent) to select Marvin Jobes, Scott Eckert, Dennis Verhagen, Mike Visser for the election of the Spring Valley Lake Association's Board of Directors.

6.4 Board Member Compensation – Michael Krause

It was MSC (Henderson/Brady, 3-0, Krause Recused, Denson absent) to adopt the resolution excusing Trustee Michael Krause's absence from the February 7, 2012 regular meeting of the Board and allowing him to be compensated for that meeting. Fiscal Impact: \$200.00, budgeted item.

6.5 Board Member Compensation – Dennis Henderson

It was MSC (Brady/Krause, 3-0, Henderson Recused, Denson absent) to adopt the resolution excusing Trustee Dennis Henderson's absence from the March 13, 2012 regular meeting of the Board and allowing him to be compensated for that meeting. Fiscal Impact: \$200.00, budgeted item.

10. ADMINISTRATIVE SERVICES

10.1 Equipment Purchase – CAE Healthcare, Inc.

It was MSC (Henderson/Krause, 4-0, Denson absent) to approve the equipment purchase with CAE Healthcare, Inc. to supply training equipment for the Regional Public Safety Training Center. Fiscal Impact: \$228,024.86, Local Bond Funded.

10.2 Sewer Fees

It was MSC (Brady/Henderson, 4-0, Denson absent) to approve the payment for the sewer permit to the Town of Apple Valley for the Regional Public Safety Training Center. These fees are a combination of fees from the Town of Apple Valley and pass through fees to the Victor Valley Wastewater Reclamation Authority. Fiscal Impact: \$157,913.90 – Local Bond Funded.

10.3 FAILED Agreement – NTD Architecture

It was MS (Henderson/Krause, 2-2-0, Henderson, yes, Krause, yes, Brady opposed, Range, opposed, Denson absent) to approve the agreement between Victor Valley Community College District and NTD Architecture to provide architectural services in connection with the Music Building Code Compliance and Renovation Bond funded (Measure JJ) project. Fiscal Impact: \$189,500.00 + reimbursable expenses not to exceed \$3,000 for a total fiscal impact not to exceed \$192,500.00 – Local Bond Funded.

10.4 Bond: Establishment of New Fund

It was MSC (Krause/Brady, 4-0, Denson absent) to approve the establishment of the *Bond Interest Redemption Fund (21)*. The Bond Interest and Redemption Fund is the designated fund referred to in Education Code Sections 15146, 15234, 15235, 15250, 15251, and 15253 and is used for the purpose of recording transactions related to the receipt and expenditure of local revenues derived from the property tax levied for the payment of the principal and interest on outstanding bonds of the District. Fiscal Impact: None.

10.5 Student Financial Aid Trust Fund: Establishment of New Fund

It was MSC (Brady/Krause, 4-0, Denson absent) to approve the establishment of the *Student Financial Aid Trust Fund (74)*. The Student Financial Aid Trust Fund (74) is the designated fund referred to in Education Code Section 84030 and is used to account for the deposit and direct payment of government-funded student financial aid. Fiscal Impact: None.

10.6 GIC: Establishment of New Fund, Close Current Fund

It was MC (Brady/Henderson, 4-0, Denson absent) to approve the establishment of the *Special Revenue Fund (39)* and the closure of the *Debt Service Fund (29)*. The *Special Revenue Fund* is the fund most appropriate in which to deposit the principal and interest received from the Guaranteed Investment Contract (GIC) per Education Code Section 84030. Such deposits are used to meet board designated purposes within each fiscal year. The funds from the Guaranteed Investment contract (GIC) currently reside in Fund 29, which is a *Debt Service Fund*. It is recommended that we transfer the funds from Fund 29 into the new Fund 39 and close Fund 29 as soon as all cash is transferred. Fiscal Impact: None

Break 7:10 p.m.

Reconvene 7:26 p.m.

10.7 Award Contract – Field Improvements

It was MSC (Henderson/Brady, 4-0, Denson absent) to award the contract to R.I.C. Construction to upgrade the existing football field, including installation of new lighting, re-crowning of the field, electrical and sound system installation and purchase of bleachers. Fiscal Impact: \$745,500.00, budgeted item. A portion of the work related to the Field Improvement project will be reimbursed by Excelsior Education Center as presented in the Facility Use Agreement.

11. HUMAN RESOURCES

11.1 Revised Job Description - Sign Language Interpreter I and Sign Language Interpreter II

It was MSC (Krause/Brady, 4-0, Denson absent) to approve the revised classified job description of Sign Language Interpreter I and Sign Language Interpreter II, effective April 11, 2012. Fiscal Impact: None

11.2 Reduce Classified Manager Resolution – Director, Child Development Center
It was MSC (Krause/Henderson, 4-0, Denson absent) to adopt the resolution to reduce classified manager for lack of funds and authorize and direct the Vice President, Human Resources to give notice of reduction to employee in the classification listed. Fiscal Impact: Reduction in Categorical funds.

11.3 FAILED New Management Position and Job Description, Technical Operations Manager
It was MSC (Brady/Henderson, 0-4, Brady, No, Henderson, No, Krause, No, Range No, Denson absent, motion failed) to approve the new management position and job description of Technical Operations Manager, effective April 11, 2012. Fiscal Impact: Range 17 of the Management Salary Schedule, \$6,588-\$8,428 monthly plus benefits, budgeted.

12. INFORMATION/DISCUSSION

12.1 Monthly Financial Reports
Submitted as an information item.

13. REPORTS (3 minute limit per report)

The purpose of these reports is to inform the Board of Trustees regarding issues pertaining to those constituency groups.

13.1 Foundation – Ginger Ontiveros

13.2 Employee Groups

- a) CTA - absent
- b) CSEA – Fred Board
- c) AFT Part-Time Faculty United – absent

14. Public Comments Related to Non-Agenda Items: James Carr (provided a copy of letter from Supervisor Mitzelfelt regarding the proposed Tamarisk Marketplace Project available for review in the Superintendent/President's office) Larry Hoover, Marvin Jobs deferred to Scott Eckert

15. BOARD REPORTS

Student Trustee Dustin: Spoke on the trip to Washington, D.C. recently attended by ASB students April 14th is designated as the city-wide cleanup day. Model United Nations team is proud winners again.

Trustee Brady: Requested a date for a special Board meeting in May to address the budget.

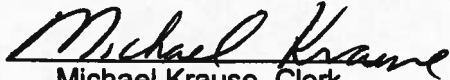
Trustee Krause: Thanked the Foundation for all their hard work and congratulated the grant winners. He invited everyone to attend the Public Safety Training Center grand opening April 21st beginning at 10 a.m. He thanked Kaiser Permanente for the recent donation of hospital beds to the Nursing Program.

Trustee Henderson: Thanked the Foundation for everything they do all year long.

Trustee Range: Appreciate the work that everyone does. He feels that streaming the meetings is the correct thing to do and that there is now an official approved policy in place.

16. ADJOURNMENT

It was MSC (Brady/Henderson, 4-0, Denson absent) to adjourn the meeting at 8:02 p.m.


Michael Krause, Clerk

5-8-12
Date Approved