

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

Date: April 13, 2010

Place: Closed Session: 3:30-4 p.m., Human Resources Conference Room, Victor Valley Community College 18422 Bear Valley Road, Victorville, CA 92395

Workshop: 4-5 p.m., Staff Lounge, Victor Valley Community College 18422 Bear Valley Road, Victorville, CA 92395

Regular Meeting 5 p.m. Board Room Victor Valley Community College
18422 Bear Valley Road, Victorville, CA 92395

AGENDA

Board Room Victor Valley Community College

CALL TO ORDER

3:30 p.m.

The Board of Trustees of Victor Valley Community College District met in Open Session on April 13, 2010 in the Board Room of the Administration building. Ms. Valles, Board President called the meeting to order at 3:30 p.m.

Absent: Mary Mazzola, Student Trustee

TRUSTEE ROLL CALL: Angela Valles, Board President; Chris Mollenkamp Vice President; Don Nelson, Trustee, Joe Range, Trustee

Trustee Henderson arrived at 3:35 p.m.
Mary Mazzola, Student Trustee arrived at 4:50 p.m.

MANAGEMENT PRESENT: Dr. Christopher O'Hearn, Interim Superintendent/President, Fusako Yokotobi, Vice President, Human Resources, GH Javaheripour, Vice President, Administrative Services and Annette McComas (Recorder)

PLEDGE OF ALLEGIANCE

Don Nelson led the Pledge of Allegiance to the Flag.

ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA: None

2. CLOSED SESSION

PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE – Government Code Section 54957(b)
(One employee)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Contract Negotiation) – Government Code Section 54954.5
Interim Superintendent/President

BOARD OF TRUSTEES: Dennis Henderson, Chris Mollenkamp, Donald Nelson, Joe Range, Angela Valles, ASB Membe

CONFERENCE WITH LABOR NEGOTIATOR – Government Code Section 54957.6
District Representatives: Dr. Christopher O'Hearn, Paul Williams, Mary Pringle, Fusako Yokoto
Employee Organization: CSEA

WORKSHOP ~ Staff Lounge

Superintendent/President Search Process

4-5 p.m.

REGULAR MEETING AGENDA

*Board Room Victor Valley Community College
This meeting will be electronically recorded*

3. OPEN SESSION REGULAR MEETING

3.1 Closed Session Report

At 5 p.m. Board President Valles reconvened to open session and announced that the employee discipline was continued to the May meeting.

3.2 Board President Report

Committee Reports:

Facilities Committee – Trustee Range recommended that the original location plan for the One Stop Center should be reconsidered reverting back to the 2005 Facilities Master Plan. Dr. O'Hearn responded that he is currently reviewing the master plan and addressing the differences in cost. The original location has been determined to be more costly compared to the recommend site.

Finance Budget and Planning Committee – Trustee Range reported that the committee recently submitted to the Chancellor's office. He pointed out that there are very limited resources and it is necessary to work within the budget

Accreditation Committee – Trustee Mollenkamp reported that Dr. O'Hearn has been working with the stakeholders in anticipation of the accreditation expected in March of 2011. He stressed that everyone should be involved in the process which will demonstrates the college's commitment.

Environmental Health and Safety Committee – Trustee Nelson reported that he is awaiting notification of meetings that are planned.

Child Development Committee – Trustee Nelson reported that Kelley Johnson, Director of the Child Development Center has done an excellent job on the completion of the Parent Center handbook.

PUBLIC COMMENTS RELATED TO AGENDA ITEMS: none

4. SUPERINTENDENT/PRESIDENT'S REPORT

Dr. O'Hearn did give a report. He did note that his transition has been smooth and the college community is coming together.

Faculty Senate – absent

5. CONSENT AGENDA

It was MSC (Henderson/Nelson, 5-0) to approve the consent items in one motion.

- 5.1 Approval of the minutes of the March 9, 2010 regular Board meeting, March 15, 2010 and March 30, 2010 special Board meetings.
- 5.2 Agreement – Datatel, Inc.
Ratification of the agreement between Victor Valley Community College District and Datatel, Inc. to perform workflow analysis and training for the instruction office. Fiscal Impact: \$7,500.00, budgeted item.
- 5.3 Agreement – Datatel, Inc.
Approval of the agreement between Victor Valley Community College District and Datatel, Inc. provide miscellaneous training and consulting services. Fiscal Impact: \$50,000.00, budgeted item.
- 5.4 Agreement – Vector Resources, Inc.
Ratification of the agreement between Victor Valley Community College District and Vector Resources, Inc. to replace our current out of support telephone switch with redundant switches which will provide enhanced support for the campus telephone. Fiscal Impact: \$23,506.83, budgeted item.
- 5.5 Agreement – Vector Resources, Inc.
Ratification of the agreement between Victor Valley Community College District and Vector Resources, Inc. for renewal of engineer hours used in support of the campus telephone system for issues that are beyond the scope of technical expertise. Fiscal Impact: \$2,000.00, budgeted item.
- 5.6 Agreement – Gilmore & Bell
Ratification of the agreement between Victor Valley Community College District and Gilmore & Bell to fund a comprehensive energy analysis and implementation for the campus. Fiscal Impact: \$2,000.00, fund 71 expenditure.
- 5.7 Board of Trustees Payments Report
Approval of the Board of Trustees Payments Report. Fiscal Impact: None.
- 5.8 Board of Trustees Budget Transfer Request Report
Approval of the Board of Trustees budget transfers as submitted. Fiscal Impact: None
- 5.9 Agreement – Galaxy Moving Company, Inc.
Ratification of the agreement between Victor Valley Community College District and Galaxy Moving Company, Inc. to remove the football lockers from the Humanities Center modular unit 75A. Fiscal Impact: \$1,360.00, fund 71 expenditure.
- 5.10 Agreement – Biogin Consulting
Ratification of the agreement between Victor Valley Community College District and Biogin Consulting to provide Mojave Ground Squirrel Surveys at the property in Apple Valley for the Public Safety Training Center. Fiscal Impact: \$19,000, locally bond funded.
- 5.11 Quarterly Financial Status Report (CCFS-311Q)
Acceptance of the quarterly financial status report (Form CCFS-311Q). Fiscal Impact: None

- 5.12 Agreement – Hi Desert Alarm
Ratification of the agreement between Victor Valley Community College District and Hi Desert Alarm to install and monitor a fire alarm system at the Child Development Center.
Fiscal Impact: \$1,366.38, equipment and installation, monitoring \$25.00 per month. This expense will be paid for from rents collected from the County Head Start tenants.
- 5.13 Disposal of Surplus Property
Approval of the sale of furniture/equipment to the County of San Bernardino's Head Start Program. Fiscal Impact: \$11,675.70 income to the district.
- 5.14 Agreement – Contract Education Services – Such a Voice
Approval of the Contract Education Service to introduce students to the voice-over business.
Fiscal Impact: \$350.00 income to the district.
- 5.15 Agreement – Independent Contractor – Audrey Williams
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Audrey Williams to provide EOPS related training. Fiscal Impact: \$2,500.00 – EOPS.
- 5.16 Renewal - Library Online Database Subscriptions
Ratification of the renewal purchase of online database subscriptions through the Community College Library Consortium for the period of July 1, 2010 through June 30, 2011. Fiscal Impact: \$17,101.64, budgeted.
- 5.17 Contract – Pacific Floor Company
Approval of the contract between Victor Valley Community College District and Pacific Floor Company to recoat the gymnasium floor. Fiscal Impact: \$8,057.00, athletics budget.
- 5.18 Agreement – Allan Barbish
Approval of the Independent Contractor Agreement between Victor Valley Community College District and Allan Barbish to provide complete sound system at Sultana High School for the June 11, 2010 commencement ceremonies. Fiscal Impact: Not to exceed \$2,200.00, budgeted item, graduation account.
- 5.19 Business Associate Agreements for Healthcare Programs' Clinical Locations
Approval of the Business Associate Agreement for all healthcare programs of the district.
Fiscal Impact: None
- 5.20 3rd Amendment – Agreement Renewal – Community Hospital of San Bernardino
Approval of the renewal of the third amendment that was originally approved on March 1, 2007 between Victor Valley Community college District and Community Hospital of San Bernardino to provide clinical learning facilities for health sciences programs. Fiscal Impact: None

5.21 Agreements – Contract Education Services

Approval of the Contract Education Services' agreements listed for the courses offered in the Contract Education department. Fiscal Impact: \$4,500.00 income the district.

Vendor:	Income to the District
Philly Cheese Steak	\$ 300.00
Cardenas Mexican Market	\$ 300.00
Fresh Wok	\$ 300.00
Phoenix China	\$ 300.00
Jensens	\$ 600.00
Los Alazanes –15461 Main St., Hesperia	\$ 300.00
Los Alazanes – 14153 Mariposa Rd., Victorville	\$ 300.00
Rosita Restaurant	\$ 300.00
Red Robin Restaurant	\$ 300.00
Angels Road House Restaurant	\$ 300.00
Roberto Mexican Food	\$ 300.00
The Order of the Eagles Lodge	\$ 300.00
Idle Spurs Buffet	\$ 300.00
Arturo's Restaurant	\$ 300.00
Total:	\$ 4,500.00

5.22 Memorandum of Understanding – U.S. Forest Service Pacific Southwest Region, Fire and Aviation Management

Acceptance of a Memorandum of Understanding (MOU) between Victor Valley Community College District and the U.S. Forest Service, Pacific Southwest Region, Fire and Aviation Management to offer safety refresher training courses on campus. The MOU is effective upon Board of Trustees acceptance and remains in effect until such time either parties submit a termination of agreement. Fiscal Impact: \$9,000.00 to the district.

5.23 Agreement – Independent Contractor – Ruby Wikstrom

Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Ruby Wikstrom to assist with streamlining schedule and catalog production. The period of the agreement is from March 10, 2010 through June 30, 2010. Fiscal Impact: \$3,500.00, Title V Coop Grant and \$3,500.00 budgeted item.

ACTION AGENDA

6. BOARD OF TRUSTEES

6.1 Separate approval of items pulled from consent agenda

8. INSTRUCTION

8.1 Acceptance of Grant Funds from the Office of Statewide Health Planning and Development (OSHPD) Healthcare and Workforce and Community Development

It was MSC (Nelson/Henderson, 5-0) to accept the grant funds in the amount of \$123,396.00 from the Office of Statewide Health Planning and Development (OSHPD) Healthcare and Workforce and Community Development to increase access to health care and reduce health disparities within the State of California. Fiscal Impact: \$123,396.00 to the district for the Nursing Program.

8.2 Amended Child Development Center Handbook Changes

It was MSC (Mollenkamp, Nelson, 5-0) to approve Approval of the amended revisions to the Child Development Center Handbook as submitted for 2010-2011 school year. Fiscal Impact: None

10. ADMINISTRATIVE SERVICES

10.1 TABLED Memorandum of Lease Agreement – New Cingular Wireless PCS, LLC

It was Motioned by Trustee Nelson and seconded by Trustee Henderson to approve the lease agreement between Victor Valley Community College District and New Cingular Wireless, PCS, LLC for the purpose of constructing, operating, and maintaining a Monopine Cell Tower communication facility. Fiscal Impact: One time \$10,000.00 signing bonus and \$24,000.00 annually, increasing by 4% for a projected revenue to the District of \$1,039,482.00 over the next 25 years.

Following discussion, Trustee Nelson motioned and Trustee Henderson seconded to withdraw their motions.

It was MSC (Nelson/Valles, 5-0) to table the item until the next meeting.

10.2 Award Contract – JAM Fire Protection Inc.

It was MSC (Mollenkamp, Nelson, 5-0) to approve Approval to award the contract to JAM Fire Protection, Inc. to update the fire extinguishing system located in the server room in the Technology Center Building and relocate the backup servers from Building 10A to the Technology Center Building 21. Fiscal Impact: Fund 71, \$33,240.00 and a County contribution of \$24,000.00 with a total project cost of \$57,240.00.

10.3 FAILED Change Order – SolFocus, Inc.

It was motioned by Trustee Nelson and seconded by Henderson, to approve additional services and authorize the interim Superintendent/President to execute a change order with Solfocus, Inc. to install a spread style footings at the 1MW Solar Generating Facility. Fiscal Impact: \$111,000, locally bond funded.

Following discussion, the motion to approve additional services and authorize the interim Superintendent/President to execute a change order with Solfocus, Inc. to install a spread style footings at the 1MW Solar Generating Facility failed (Valles, No, Mollenkamp, No, Henderson, No, Nelson, No, Range, No)

10.4 Solicit Firms to Provide Superintendent/President Recruitment Services

It was MSC (Mollenkamp/Nelson, 5-0) to authorize the District solicit qualified firms to conduct the search to fill the position of Superintendent/President. Fiscal Impact: None

11. HUMAN RESOURCES

11.1 Revised, Confidential Job Description, Executive Administrative Assistant, Human Resources

It was MSC (Range/Nelson, 5-0) to approve the revised confidential job description of Executive Administrative Assistant; Human Resources to more accurately reflect the duties of the position. Fiscal Impact: None

12. INFORMATION/DISCUSSION

12.1 Monthly Financial Reports

Submitted as an informational item.

12.2 District Initial Negotiations Proposal to CSEA

Submitted as an informational item.

12.3 CSEA Initial Negotiations proposal to District

Submitted as an informational 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
Janice Olson

13.2 Employee Groups

a) CTA
Absent

b) CSEA
Arlene Greene

c) AFT Part-Time Faculty United
Absent

14. TRUSTEE COMMENTS

• ASB

Mary Mazzola reported on student activities. Trustees Range, Henderson, Valles and Nelson commented on the loss of Bill Porter. Trustee Mollenkamp recognized the Model United Nations students on their recent accomplishments. He also pointed out that the Science Department recently identified 3 new species of reptiles.

15. ITEMS FOR FUTURE BOARD MEETINGS

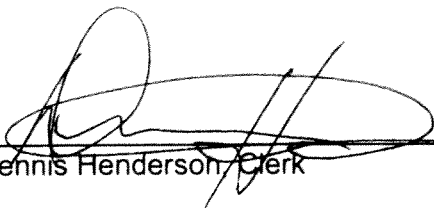
Board members may request items to be placed on future Board meetings for a report or information.

Trustee Mollenkamp asked that the protocols and processes presented at the December 2009 be further discussed.

16. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS: Beverly Dudley

17. ADJOURNMENT

It was MSC (Range/Mollenkamp, 5-0) to adjourn the meeting at 5:50 p.m.



Dennis Henderson, Clerk



Date Approved