



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

Date: October 13, 2015

Place: **Closed Session:** 5-6 p.m. West Wing Conference Room, Victor Valley Community College  
18422 Bear Valley Road, Victorville, CA 92395

**Open Session:** 6:00 p.m. Board Room, Victor Valley Community College, 18422 Bear Valley  
Road, Victorville, CA 92395

### OPEN SESSION REGULAR MEETING AGENDA ~ Board Room

1. **CALL TO ORDER**

**5 p.m.**

The Board of Trustees of the Victor Valley Community College District met in Open Session on October 13, 2015 in the Board Room. Board President Brady called the meeting to order at 5:01 p.m.

**TRUSTEE ROLL CALL**

Joseph W. Brady, President; John Pinkerton, Vice President; Marianne Tortorici, Trustee; Dennis Henderson, Trustee.

**Absent:** Brandon Wood, Clerk; Gabrielle Galindo, Student Trustee.

Brandon Wood arrived at 5:09 p.m.

Student Trustee Gabrielle Galindo arrived at 6:00 p.m.

• **PLEDGE OF ALLEGIANCE**

Tim Isbell led the Pledge of Allegiance to the Flag.

• **ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA**

11. 2 deleted from the agenda.

### CLOSED SESSION ~ West Wing Conference Room

2. **CLOSED SESSION**

**5-6 p.m.**

2.1 **ANNOUNCEMENT OF CLOSED SESSION ITEMS:**

**PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

Public Employee No: 1003101315

(Government Code Section 54957(b)(1))

2.2 **PUBLIC COMMENTS RELATED TO CLOSED SESSION ITEMS:** None

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**2.3 ADJOURN TO CLOSED SESSION**

Board President Brady recessed to closed session at 5:03 p.m.

**OPEN SESSION REGULAR MEETING AGENDA ~ Board Room**

**3. OPEN SESSION REGULAR MEETING**

**6 p.m.**

**3.1 Closed Session Report**

At 6 p.m. Board President Brady reconvened the meeting and announced that there was nothing to report.

**3.2 SUPERINTENDENT/PRESIDENT'S REPORT**

- Academic Senate: Academic Senate President Claude Oliver reported out.
- Foundation: Foundation Board President Eric Schmidt reported out.

Board President Brady made a motion to move item 6.4 to the beginning of the agenda during the Foundation report, the motion was seconded by Trustee Wood.

President Roger Wagner recognized the foundation resolution and read it aloud.

Chief Leonard Knight provided a security update to the Board of Trustees regarding campus readiness and security.

Claude Oliver, Patricia Ellerson, and Justin Gatewood reported out on the Accreditation Steering Committee processes and upcoming events. Roger Wagner will send out an all call email to help populate the committees.

Board President Brady called a break at 7:08 p.m.

Board President Brady reconvened the meeting at 7:14 p.m.

Roger acknowledged the letter from the Chancellor's office stating that Stephen Garcia, the Director of Facilities and the office received an honorable mention award for our sustainable work for best overall project small District, HVAC unit project, and 100% post consumable recyclable glass.

Student Trustee Gabrielle Galindo introduced the ASB Executive Senator David Perez who provided an ASB goal update to the Board of Trustees. Vice President Jazmin Gailey reported out on Student Success.

**4. 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.

**Employee Groups**

- a) CTA: Lisa Ellis reported out.
- b) CSEA: Justin Gatewood reported out.
- c) AFT Part-Time Faculty United: No Report
- d) Management: Stephen Garcia reported out.

**5. CONSENT AGENDA**

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

**Public Comments: None**

- 5.1 Approval of the Minutes of the September 08, 2015 Regular Board meeting and September 18, 2015 Special Board of Trustees meeting.**

- 5.2 Agreement – University Enterprises Corporation at CSUSB  
Ratification of the agreement between Victor Valley Community College District and University Enterprises Corporation at CSUSB to provide GED Prep and Basic Computer Skills training to clients of the California State Re-Entry Initiative (CSRI) based at CSUSB. The term of this agreement is July 1, 2015 through June 30, 2016, Fiscal Impact: \$50,000.00, **Income to the District.**
- 5.3 Clinical Facility Use Contract – Knolls West Post-Acute, LLC  
Ratification of the Agreement between Victor Valley Community College District and Knolls West Post-Acute, LLC to provide clinical learning facilities for the Health Science programs. The agreement begins September 10, 2015 and will continue until either party chooses to terminate the agreement with a 30-day written notice no earlier than the end of the District term that is in session at the time. Fiscal Impact: None
- 5.4 Clinical Facility Use Contract – Southern Bone and Joint Clinic  
Ratification of the Agreement between Victor Valley Community College District and Southern Bone and Joint Clinic to provide clinical learning facilities for the Health Science programs. The agreement begins October 01, 2015 and will continue for the term of two years. Either party may terminate the agreement with a 30-day written notice no earlier than the end of the District term that is in session at that time. Fiscal Impact: None
- 5.5 Rental Agreement – Bear Valley Party Rentals  
Ratification of the Rental Agreement between Victor Valley Community College District and Bear Valley Party Rentals for equipment set up and tear down for various events held throughout the year by the Office of Instruction. The period for this agreement is July 1, 2015 through June 30, 2016. Fiscal Impact: \$2,000.00, budgeted item.
- 5.6 Library Online Database Subscriptions  
Ratification of the library online database subscriptions between Victor Valley Community College District and the Community College Library Consortium to support online access to academic research and student learning in the library. The period of this agreement is January 1, 2016 through December 31, 2016. Fiscal Impact: \$17,910.22, budgeted item.
- 5.7 Independent Contractor Agreement – Bear Valley Party Rentals  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Bear Valley Party Rentals for equipment set up and tear down for various events held throughout the year by Student Services. The period of this agreement is July 1, 2015 to June 30, 2016. Fiscal Impact: \$600.00, budgeted item.
- 5.8 Agreement– Child Development Training Consortium  
Ratification of the Agreement between Victor Valley Community College District and the Yosemite Community College District, Child Development Training Consortium continuing the 2014-2015 agreement. The term of this agreement is September 1, 2015 through June 30, 2016. Fiscal Impact: \$9,375.00 **Income to the District.** The grant must be earned through the enrollment of students who are currently employed in an early childhood setting.
- 5.9 Independent Contractor Agreement – Terrance Kurtz  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Terrance Kurtz for the filming of various sporting events to be posted on the web, etc. The period of this agreement is September 01, 2015 through December 31, 2015. Fiscal Impact: Not to exceed \$1,400.00, budgeted item.
- 5.10 Agreements – Municipal Emergency Services, Inc.  
Ratification of the Agreement between Victor Valley Community College District and Municipal Emergency Services, Inc. (MES) to provide repair and flow testing on fire equipment. The service period for this agreement is August 01, 2015 through June 30, 2016. Fiscal Impact: Estimated charges \$16,284.54, budgeted item.

- 5.11 Independent Contractor Agreement – Rosario Marquez  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Rosario Marquez to facilitate Small Business and Entrepreneurial Summer Camp Workshops. The service period of this agreement is July 28, 2015 through July 30, 2015. Fiscal Impact: \$336.00, Grant Funded, Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant), budgeted item.
- 5.12 Independent Contractor Agreement- Laura Sutton-Crites  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Laura Sutton-Crites to structure a regional "Small Business and Entrepreneur Winter Camp" with 12 Regional Community Colleges and surrounding High Schools. The period of this agreement is August 10, 2015 through January 31, 2016. Fiscal Impact: \$10,000.00, Grant Funded, Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant), budgeted item.
- 5.13 Independent Contractor Agreement – Sage Business and Education, LLC  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Sage Business and Education, LLC for venue creation, speaker selection, break-out session coordination, venue set-up, event management, attendee registration and database coordination and logistics for the 2016 Small Business Educators Symposium. The term for this agreement is August 1, 2015 through June 30, 2016. Fiscal Impact: \$1,000.00, Grant Funded, Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant), budgeted item.
- 5.14 Independent Contractor Agreement – Full Capacity Marketing  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Full Capacity Marketing to provide technical grant support services. The period of this agreement is August 24, 2015 through December 31, 2015. Fiscal Impact: Not to exceed \$16,000.00, AB 86 Adult Education State Planning Grant, budgeted item.
- 5.15 Agreement – California Early Childhood Mentor Program  
Ratification of the Agreement between Victor Valley Community College District and Chabot-Las Positas Community College District on behalf of its California Early Childhood Mentor Program for the 2015-2016 Academic year. The period of this agreement is August 1, 2015 through July 31, 2016. Fiscal Impact: All eligible expenses incurred for this program will be reimbursed by the contractor, Chabot-Las Positas Community College District through the VVC Fiscal office.
- 5.16 Renewal Agreement - Sirsidynix Integrated Library System  
Ratification of the Renewal Agreement between Victor Valley Community College District and Sirsidynix Integrated Library System that supports all daily function of library services to students and provides all aspects of library technical operations. Annual renewal for July 1, 2015 through June 30, 2016. Fiscal Impact: \$17,228.04, budgeted item.
- 5.17 Independent Contractor Agreement Amendment – Evgeniya Lindstrom  
Approval of the Amended Independent Contractor Agreement between Victor Valley Community College District and Evgeniya Lindstrom extending her contract through December 30, 2015; originally board approved on June 9, 2015. Fiscal Impact: \$5,500.00, is grant funded from the Workforce Employment Development Department through the California Community College Chancellor's Office (DSN Grant).
- 5.18 Service Agreement – Apple Valley Communications  
Ratification of the Service Agreement between Victor Valley Community College District and Apple Valley Communications for inspecting and troubleshooting the fire alarm panels on the VVC campus. Fiscal Impact: \$6,080.00, budgeted item.

5.19 Appointment – Citizens' Bond Oversight Committee

It is recommended that the Board of Trustees appoint Ms. Jazmin Gailey for an initial two-year term as the Student Enrolled and Active in a Community College support group. This appointment is for service on the Citizens' Bond Oversight Committee for the period of October 1, 2015 through September 30, 2017. Fiscal Impact: None.

5.20 Agreement – Victorville Glass Company, Inc.

Ratification of the Agreement between Victor Valley Community College District and Victorville Glass Company, Inc. to furnish and install a mirror to replace a damaged mirror in the restroom at the Counseling/Administration Building #55. Fiscal Impact: Estimated cost, \$763.52, budgeted item.

5.21 Service Agreement – RY Rodriguez, Inc.

Ratification of the Service Agreement between Victor Valley Community College District and RY Rodriguez, Inc. for the removal and replacement of the obsolete vapor recovery components on the 500 gallon, above ground fuel tank. In order to obtain compliance with the MDAQMD, the District must have the unit repaired, tested and permitted. Fiscal Impact: Estimated cost, \$7,976.00, budgeted item.

5.22 Purchase Agreement – G/M Business Interiors

Ratification of the Purchase Agreement between Victor Valley Community College District and G/M Business Interiors for the purchase of furniture for the main campus. The District was allocated funding for instructional support needs from the California Community Colleges' Chancellor's office through the 2015-2016 Budget Act [SB 852, Ch. 25/14, Item 6970-101-0001 (19)]. The District performed a campus-wide assessment and has determined the need to purchase replacement furniture at various locations as the existing furniture is beyond its useful life. Fiscal Impact: Estimated cost, \$7,320.65, Physical Plant Instructional Support Grant.

5.23 Board of Trustees Payments Report

Approval of the Board of Trustees Payments Report Fiscal Impact: None

5.24 Agreement – Frick, Frick, & Jette Architects, Inc.

Ratification of the agreement between Victor Valley Community College District and Frick, Frick, & Jette Architects, Inc. for architectural design, engineering and project management for the welding renovation, part of the overall Vocational Complex expansion and renovation project which was Board approved on June 14, 2011 by utilizing an existing three (3) year agreement with Frick, Frick, & Jette Architects, Inc. originally Board approved on April 9, 2013. Fiscal Impact: \$21,761.00, Local Bond Funded.

5.25 Rental Agreement – United Rentals

Ratification of the Rental Agreement between Victor Valley Community College District and United Rentals for the purpose of renting equipment as needed for the 2015-2016 Fiscal Year. Fiscal Impact: Estimated need for the 2015-2016 Fiscal Year: \$15,000.00, budgeted item.

5.26 Renewal Agreement – Datawatch

Ratification of the Renewal Agreement between Victor Valley Community College District and Datawatch for one year to continue maintenance support for Monarch software. This product provides the capability to extract, analyze and export data from existing reports without programming. The term of this agreement is October 1, 2015 through September 30, 2016. Fiscal Impact: \$500.97, budgeted item.

5.27 Agreement – Tricade Technologies (PowerPath)

Ratification of the Renewal Agreement between Victor Valley Community College District and Tricade Technologies to purchase PowerPath software which is needed to support and enhance data integrity on the network. This software is used in conjunction with the virtual

desktop pilot and ultimately the placement of virtual desktops throughout campus. The term of this agreement is September 14, 2015 through September 30, 2016. Fiscal Impact: \$8,383.24, budgeted item.

5.28 Agreement – Action Duct Cleaning Company

Ratification of the Agreement between Victor Valley Community College District and Action Duct Cleaning Company to inspect and clean the kitchen exhausts fans in both the commercial and instructional cooking areas located in the Student Activities Center Building #44 for the 2015-2016 Fiscal Year. Fiscal Impact: \$3,650.00, budgeted item.

5.29 Renewal Agreement – Prudential Overall Supply

Ratification of the Renewal Agreement between Victor Valley Community College District and Prudential Overall Supply for work uniforms, dry mops, and shop rags for use on campus for the 2015-2016 Fiscal Year. Fiscal Impact: \$13,000.00, budgeted item.

5.30 Agreement – Pacific Floor Company

Ratification of the Agreement between Victor Valley Community College District and Pacific Floor Company to provide stage floor sanding and refinishing services at Building #54. Fiscal Impact: \$11,900.00, Fund 71.

5.31 Agreement – Thermal Combustion Innovators, Inc.

Ratification of the Agreement between Victor Valley Community College District and Thermal Combustion Innovators, Inc. to properly dispose of all bio-hazardous medical waste on campus for the 2015-2016 Fiscal Year. Fiscal Impact: \$1,000.00, budgeted item.

5.32 Renewal Agreement – Ana Septic

Ratification of the Renewal Agreement between Victor Valley Community College District and Ana Septic for pumping services and a once annual jetting of plumbing lines connected to the grease interceptor at the Student Activities Center for the 2015-2016 Fiscal Year. Fiscal Impact: \$2,030.00, budgeted item.

5.33 Agreement – Cal-Lift

Ratification of the agreement between Victor Valley Community College District and Cal-Lift to perform diagnostic service for the Maintenance Department forklift for the 2015-2016 Fiscal Year. Fiscal Impact: \$551.88, budgeted item, not including freight.

5.34 Agreement – Executive Cleaning Services

Ratification of the agreement between Victor Valley Community College District and Executive Cleaning Services for janitorial services at Southern California Logistics Airport where VVC holds classes for the 2015-2016 Fiscal Year. Fiscal Impact: \$13,140.00, budgeted item.

5.35 Agreement – Apple Valley Communications

Ratification of the renewal agreement between Victor Valley Community College District and Apple Valley Communications to provide fire systems monitoring for the new Health & Science Building #33. Fiscal Impact: \$540.00, budgeted item.

5.36 Non-Classified Temporary Employees

Approval of the Non-Classified temporary employees as listed. Fiscal Impact: budgeted.

5.37 Award Contract – Performing Arts Center Curtains

Approval to award the contract to Stagecraft Industries, Inc. to replace the PAC stage curtains as they are old and due to their age no longer meet current fire ratings and must be replaced. Fiscal Impact: \$27,425.00, Fund 71.

- 5.38 Emergency Repairs - Hampton Tedder Companies  
Ratification of the Agreement between Victor Valley Community College District and Hampton Tedder Companies for emergency repair of the transformer equipment located in the Counseling/Administration Building #55 which was damaged due to the lake rising from the storm on September 8, 2015. Per Public Contract Code 20113/20654, in an emergency, when repairs to a facility are necessary to continue existing college classes and services the District may enter into a contract without advertising for bids. Fiscal Impact: \$39,498.59, Fund 78.
- 5.39 Approval of Designated Representative to Serve s Official VVC Representative on the Victor Valley Adult Education Consortium for the 2015-2016 Fiscal Year  
Approval to appoint Dr. Peter Maphumulo, Executive Vice President of Instruction & Student Services to serve as the District Representative on the Victor Valley Adult Education Regional Consortium through June 30, 2016. Fiscal Impact: None.
- 5.40 Repair Contract – H & H Elevator Services  
Ratification of the Repair Contract between Victor Valley Community College District and H & H Elevator Services for the load testing, service and repairs of four (4) campus elevators located in Buildings 21, 41, and 54. Fiscal Impact: \$4,700.00, budgeted item.
- 5.41 Agreement – Masco & Sons Heating-Air Conditioning  
Ratification of the Agreement between Victor Valley Community College District and Masco & Sons Heating-Air Conditioning for the repair of inoperable HVAC units at the Vocational Education Drafting classroom. Fiscal Impact: \$3,180.00, budgeted item.
- 5.42 MOU – AB86 Adult Education Victor Valley Community College District Regional Planning Consortium  
Ratification of the Memorandum of Understanding between Victor Valley Community College District and the K-12 School Districts comprising the scope of service for the AB 86 Adult Education Victor Valley College District Regional Planning Consortium. K-12 School District(s); Snowline Joint Unified School District, Victor Valley Union High School District and Hesperia Unified High School District. The service period is July 1, 2015 through December 31, 2015. Fiscal Impact: \$35,700.00, AB86 Adult Education State Planning Grant, budgeted item.
- 5.43 Independent Contractor Agreement – Jean Huff  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Jean Huff to provide K16 Bridge Program coordination services at designated school sites. The service period for this agreement is August 31, 2015 through June 30, 2016. Fiscal Impact: Not to exceed \$1,000.00, budgeted item.
- 5.44 Independent Contractor Agreement – Marken Enterprises/Marken PPE Restoration  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Marken Enterprises/Marken PPE Restoration to provide compliant care and maintenance of protective ensembles for structural firefighting (NFPA 1851-2014 Edition); onsite repairs will be done with approval from the site coordinator. The service period for this agreement is September 01, 2015 through June 30, 2016. Fiscal Impact: \$2,000.00, budgeted item.
- 5.45 Curriculum Changes  
Approval of the Curriculum Changes made on September 10, 2015 that have been recommended by the College Curriculum Committee. Fiscal Impact: None.



5.46 Agreement – Apple Valley Communications

Ratification of the Agreement between Victor Valley Community College District and Apple Valley Communications to repair existing fire alarm systems throughout the Victor Valley College Campus. After diagnosing the alarm systems on campus, many were found in need of service and repair in order to make them operable and to maintain compliance with fire codes. Fiscal Impact: Not to exceed \$50,000.00, budgeted item.

5.47 Lease Agreement – XEROX/ImageSource

Ratification of the Lease Agreement between Victor Valley Community College District and XEROX/ImageSource for the lease of a Xerox 5955 System for use in the Dr. Prem Reddy Health Sciences Building. The term for this agreement is August 2015 through June 2020. Fiscal Impact: Lease term is 60 months at \$207.56 per month with a per copy charge of \$.0049 per copy.

5.48 Agreement – Education, Leadership, Management Consulting Services, LLC.

Ratification of the Agreement between Victor Valley Community College District and Education, Leadership, Management Consulting Services, LLC for Skelly Services for the period of October 1, 2015 through June 30, 2016. Fiscal Impact: \$1,000.00, budgeted item.

## **ACTION AGENDA**

**Public Comments:** None

### **6. BOARD OF TRUSTEES**

6.1 Separate approval of items pulled from consent agenda  
None

6.2 Board Resolution No. 15-11, California State University, San Bernardino 50<sup>th</sup> Anniversary Resolution

It was MSC (Henderson/Wood, 5-0) to Approve Resolution No. 15-11, acknowledging California State University, San Bernardino 50<sup>th</sup> Anniversary Resolution. Fiscal Impact: None.

6.3 Second Reading – Revised Board Policy 2740, Board Education

It was MSC (Wood/Tortorici, 5-0) to approve the second read for revised Board Policy 2740, Board Education. Fiscal Impact: None

6.4 **MOVED ITEM TO 3.2 FOR DISCUSSION** Board Resolution No. 15-12, Victor Valley Community College District Foundation 40<sup>th</sup> Anniversary Resolution

It was MSC (Wood/Pinkerton, 5-0) to adopt Resolution #15-12 recognizing the Victor Valley Community College District Foundation 40<sup>th</sup> Anniversary Resolution. Fiscal Impact: None.

### **11. HUMAN RESOURCES**

11.1 Public Hearing on the CSEA Collective Bargaining Reopener Proposals

- a) The Board president hereby declares the hearing open.
- b) The public may now comment on the CSEA Collective Bargaining Reopener Proposals.
- c) The Board president hereby declares the hearing closed.

Fiscal Impact: None

The Board President hereby declared the hearing open to accept comments regarding the Public Hearing on the CSEA Collective Bargaining Reopener Proposals; the Board President hereby declared the hearing closed.

It was MSC (No motion) to close the hearing.

**11.2 DELETED - AFT Part-Time Faculty United Agreement**

Approval of the ratified articles which is necessary to amend the contract with AFT Part-Time Faculty United. The District and the Part-Time Faculty Association have met and reached an agreement concerning reopeners on the attached articles for contract year 2015-2016. Fiscal Impact: \$12,000.00, budgeted item.

**12. INFORMATION/DISCUSSION**

**12.1 Quarterly Financial Reports**

Submitted as an informational item. Fiscal Impact: None

**13. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS: Robert Reed, Margaret Kagy**

**14. BOARD COMMUNICATION**

*At this time, the Board of Trustees will report on the following directly related to their functions as Board members:*

- *matters related to attendance at conferences*
- *professional affiliations*
- *community involvement*

Marianne Tortorici reported out.

Brandon Wood: Nothing to report.

Gabrielle Galindo reported out.

John Pinkerton reported out.

Dennis Henderson reported out.

Joseph W. Brady reported out.

**15. ADJOURNMENT**

It was MSC (Pinkerton/Wood, 5-0) to adjourn the meeting at 8:42 p.m.



Brandon Wood, Clerk

11-10-15

Date Approved