

PALO VERDE COMMUNITY COLLEGE DISTRICT

**REGULAR MEETING
BOARD OF TRUSTEES**

Tuesday, February 9, 2016

5:00 p.m.

One College Drive, Blythe, CA – CL 101

(ITV held at Palo Verde College Needles Center – 725 W. Broadway, Needles, CA)

Palo Verde Community College District, in compliance with the Americans with Disabilities Act (ADA), requests individuals who may need special accommodation to access, attend, and/or participate in Board meetings to contact Carrie Mullion at 760-921-5440 at least forty-eight hours in advance of the meeting for information on such accommodation.

Persons wishing to address the Governing Board under Hearing of Citizens need to complete a Speaker Request Form (available at the reception table).

In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting, may be viewed at Palo Verde Community College District, Office of the Superintendent/President, One College Drive, Blythe, CA 92225; at the College website www.paloverde.edu; or at the scheduled meeting.

Meeting 16-02

AGENDA

I. OPENING OF MEETING

- 1. Call to Order
- 2. Flag Salute
- 3. Roll Call

George Thomas, President	_____
Ned Hyduke II, Vice President	_____
Ermila Rodriguez, Clerk	_____
Ted Arneson, Trustee	_____
Ed Gonzales, Trustee	_____
Jerry Lewis, Trustee	_____
Suzanne Woods, Trustee	_____
Grace Quist, Student Trustee	_____

Donald Wallace, Superintendent/President	_____
Sean Hancock, Vice President of Instruction and Student Services	_____
Russi Egan, Vice President of Administrative Services	_____

- 4. Approval of the Minutes of the Regular Meeting of January 19, 2016.
- 5. Approval of the Agenda for the meeting.

II. HEARING OF CITIZENS (AGENDA ITEMS)

Members of the public have this opportunity to directly address the Board on agenda items, subject to a five (5) minute time limitation per individual. Pursuant to the Brown Act Government Code Section 54954.2(a): "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3."

III. ANNOUNCEMENT OF RECUSAL FROM AGENDA ITEMS

The Superintendent/President respectfully asks if any of the Governing Board members need to recuse themselves from any item where there might be a potential conflict of interest.

IV. RECESS TO CLOSED SESSION *(refer to XIV at the end of this meeting)*

V. RECONVENE TO OPEN SESSION *(not applicable)*

VI. REPORTS

1. Associated Student Government – Grace Quist, Student Trustee or designee
2. Academic Senate – Biju Raman, President or designee
3. CSEA, Chapter 180 – Richard Soto, President or designee
4. CCA/CTA – Derek Copple, President or designee
5. Don Wallace – Superintendent/President
6. Sean Hancock – Vice President of Instruction and Student Services
7. Russi Egan – Vice President of Administrative Services
 - General Fund Comparative Statement of Revenue and Expenses, December 2015 and January 2016 *(shown loose in Board folders)*
8. Executive Cabinet
9. Board of Trustees Comments and Discussion

VII. PUBLIC NOTICE/HEARING

None.

VIII. PRESENTATION

1. Demonstration of Everbridge Emergency Alert System
Presenter: Dana Maxfield, Temporary Fiscal Services Manager
2. Overview of Measure P Bond Sale
Presenter: Joanna Bowes, Managing Director, KNN Public Finance

IX. DISCUSSION

None.

X. INFORMATION ITEMS

1. Report of Purchases and Warrants for January 2016 *(shown loose in Board folders)*.
2. The Annual CCLC Trustees Conference will be held April 29-May 1, 2016 in Palm Desert, CA. Please notify Carrie Mullion, Executive Assistant, if you plan on attending.

XI. CONSENT RESOLUTIONS

(All consent resolutions will be voted on in one motion with 15 minutes allocated for questions by Board members. After the question period, any Board member may request that any item(s) be moved to the Action Agenda.)

A. INSTRUCTION

Resolution 16-02 A-03 – ENROLLMENT OF SPECIAL PART-TIME STUDENTS

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the enrollment of special part-time students pursuant to AP 5011. These students have met the requirements for enrollment at Palo Verde College; shown as Reference A-03.

XI. CONSENT RESOLUTIONS (continued)

Resolution 16-02 A-04 – PART-TIME INSTRUCTORS/COUNSELORS FOR SPRING SEMESTER 2016

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves instructors/counselors for spring semester 2016; shown as Reference A-04.

Resolution 16-02 A-05 – INSTRUCTORS RECOMMENDED TO BE GRANTED EQUIVALENCY

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the recommendation of Academic Senate and Equivalency Committee that the following instructor be granted equivalency. A certification of equivalency means only that an applicant has met the minimum qualifications for a discipline, and has been put into a hiring pool. Equivalency is not a promise of future employment.

Name	Discipline	Senate & Committee Approval Date	Valid
Macias, Claudia Saldana	Sociology	01/26/2016	Life

C. PERSONNEL

Resolution 16-02 C-07 – RESIGNATION OF ASSOCIATE DEAN OF NURSING AND ALLIED HEALTH

BE IT RESOLVED that the Superintendent/President has accepted, and Palo Verde Community College District Board of Trustees ratifies, the resignation of Dr. Virginia Armstrong, Associate Dean of Nursing and Allied Health, effective June 30, 2016.

Resolution 16-02 C-08 – RESIGNATION OF PART-TIME LIBRARY/LEARNING CENTER TECHNICIAN

BE IT RESOLVED that the Superintendent/President has accepted, and Palo Verde Community College District Board of Trustees ratifies, the resignation of Christopher Tennefos, Part-time Library/Learning Center Technician, effective February 9, 2016.

Resolution 16-02 C-09 – PART-TIME TEMPORARY STUDENT EMPLOYEE FOR SPRING SEMESTER 2016

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the following part-time temporary student employee for Spring Semester 2016:

<u>Name</u>	<u>Position/Department</u>	<u>Rate of Pay (per hour)</u>
Alvirez, Angelis	Peer Counselor – BFA	\$10.75
Barcnas, Martinique	Student Clerk – CAW/LIB	\$10.25
Birmingham, Jacob	Tutor – BSI	\$10.75
Brooks, Brianna	In Class Tutor – Welding	\$10.75
Carrillo, Alessandra	Student Clerk – CAW	\$10.25
Castillo, Audrey	In Class Tutor – Autos	\$10.75
Cebreros, Maria	Tutor – BSI/ESL	\$10.75
Garcia, Misty	Peer Counselor – EOPS	\$10.75
Gomez, Miguel	Tutor – FWS	\$10.75
Gonzalez, Vianette	Peer Counselor – SSSP	\$10.75
Hamblen, Phillip	Tutor – FWS	\$10.75
Maciel, Joaquin	Peer Counselor – EOPS	\$10.75

XI. CONSENT RESOLUTIONS (continued)

<u>Name</u>	<u>Position/Department</u>	<u>Rate of Pay (per hour)</u>
Lutz, Matthew	Tutor – FWS	\$10.75
Quist, Grace	Student Clerk – CAW	\$10.25
Rizzotto, Lauren	Peer Counselor – BFA	\$10.75

(Blanket Motion)

It was moved by _____, and seconded by _____, that Consent Resolutions be: (approved) (tabled until _____) (denied).

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Woods	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

XII. ACTION ITEMS

B. BUSINESS

Resolution 16-02 B-11 – CONTRACT WITH KNN PUBLIC FINANCE

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Agreement for Financial Advisory Services with KNN Public Finance to provide consulting services in connection with the District’s typical financing needs, General Obligation Bonds, COP’s, and refinancing services. Term of Agreement: January 1, 2016 through January 1, 2019. Fiscal Implications: Not to exceed \$20,000 annually for typical services, and not to exceed \$55,000 for Bond, COP, and refinancing services: Fiscal implications: paid through Bond proceeds; shown as Reference B-11.

It was moved by _____, and seconded by _____, that Resolution 16-02 B-11 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Woods	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 16-02 B-12 – AGREEMENT WITH TOTAL COMPENSATION SYSTEMS, INC.

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the agreement with Total Compensation Systems to provide actuarial valuation consulting services for OPED (Other Post-Employment Benefits) contributions, as required by the Governmental Accounting Standards Board (GASB). Fiscal implications: \$3,900, paid through general funds; shown as Reference B-12.

It was moved by _____, and seconded by _____, that Resolution 16-02 B-12 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Woods	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

XII. ACTION ITEMS (continued)

Resolution 16-02 B-13 – CONTRACT WITH CAMBRIDGE WEST PARTNERSHIP, LLC; 5 YEAR CONSTRUCTION PLAN

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Contract Agreement with Cambridge West Partnership, LLC, to provide services in the area of the 5 Year Construction Plan and Space Inventory Report. Term of Agreement: March 1, 2016 through December 31, 2016. Fiscal implications: \$28,000 paid through general funds; shown as Reference B-13.

It was moved by _____, and seconded by _____, that Resolution 16-02 B-13 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Woods	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 16-02 B-14 – CONTRACT FOR LEGAL/CONSULTANT SERVICES

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Contract for Legal/Consultant Services with Erickson Law Firm A.P.C. Term of agreement: Two years fixed price fee-for-service; shown as Reference B-14.

It was moved by _____, and seconded by _____, that Resolution 16-02 B-14 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Woods	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 16-02 B-15 – CONSULTANT AGREEMENT WITH ADULT EDUCATION SOLUTIONS, INC.

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the Consultant Agreement with Adult Education Solutions, Inc. to provide consultant services to the Consortium for the Adult Education Block Grant, AEBG as shown in contract. Term of Agreement: January 1, 2016 through June 30, 2016. Fiscal implications: \$80,000.00, paid through the Adult Education Block Grant; shown as Reference B-15

It was moved by _____, and seconded by _____, that Resolution 16-02 B-15 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Woods	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 16-02 B-16 – CONTRACT WITH FIRST CAPITOL CONSULTING, INC.

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the contract with First Capitol Consulting, Inc., to provided mandated reporting and distribution of data to the IRS as required to maintain compliance with the Affordable Care Act. Fiscal implications: \$5,000 for the 2015 reporting year paid through general funds; shown as Reference B-16.

XII. ACTION ITEMS (continued)

It was moved by _____, and seconded by _____, that Resolution 16-02 B-16 be: _____ (approved) _____ (tabled until _____) _____ (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Woods	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

C. PERSONNEL

Resolution 16-02 C-10 – MOU BETWEEN CSEA CHAPTER 180 AND PVCCD REVISING JOB DESCRIPTIONS AND RECLASSIFYING INCUMBENTS

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the MOU between CSEA Chapter 180 and PVCCD revising certain job descriptions and reclassifying the incumbent employees per the attached MOU; shown as Reference C-10.

It was moved by _____, and seconded by _____, that Resolution 16-02 C-10 be: _____ (approved) _____ (tabled until _____) _____ (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Woods	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 16-02 C-11 – MOU BETWEEN CSEA CHAPTER 180 AND PVCCD REORGANIZING FINANCIAL AID

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the MOU between CSEA Chapter 180 and PVCCD reorganizing the Financial Aid department as per the attached MOU; shown as Reference C-11.

It was moved by _____, and seconded by _____, that Resolution 16-02 C-11 be: _____ (approved) _____ (tabled until _____) _____ (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Woods	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 16-02 C-12- APPROVAL OF DIRECTOR OF FISCAL SERVICES JOB DESCRIPTION

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves the job description for Director of Fiscal Services, a full-time, 12 month Classified Management/Confidential position on Row 6 of the Classified Management/Confidential salary schedule; shown as Reference C-12.

It was moved by _____, and seconded by _____, that Resolution 16-02 C-12 be: _____ (approved) _____ (tabled until _____) _____ (denied)

XII. ACTION ITEMS (continued)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Woods	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

D. MISCELLANEOUS

Resolution 16-02 D-04 – APPROVAL OF PROGRAM REVIEW GUIDE

BE IT RESOLVED that Palo Verde Community College District Board of Trustee approves the Program Review Guide *(shown loose in Board folders)*.

It was moved by _____, and seconded by _____, that Resolution 16-02 D-04 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Woods	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

Resolution 16-02 D-05 – CCCT BOARD ELECTION 2016

BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves/declines nominating a Trustee from Palo Verde Community College District as a candidate for the CCCT (California Community College Trustee) Board of Trustees. The candidate for PVCCD will be _____. *(The nomination form and biographic sketch are shown loose in Board folders.)*

It was moved by _____, and seconded by _____, that Resolution 16-02 D-05 be: (approved) (tabled until _____) (denied)

Student Advisory	_____	Hyduke	_____	Thomas	_____
Arneson	_____	Lewis	_____	Woods	_____
Gonzales	_____	Rodriguez	_____		

Motion carried/failed; Aye_____ No_____ Abstain_____ Absent_____

XIII. HEARING OF CITIZENS (NON-AGENDA ITEMS)

Members of the public have this opportunity to directly address the Board on items of interest to the public, subject to a five (5) minute time limitation per individual.

XIV. ADJOURN TO CLOSED SESSION

Members of the public may be present to hear the Closed Session announcements and/or action and will be given an opportunity to speak on any closed session items at this time. Persons wishing to address the Governing Board under this item should fill out a Speaker Request Form available at the reception table.

1. Conference with Labor Negotiators pursuant to Gov. Code 54957.6
Agency Representative: Dr. Don Wallace, Superintendent/President
Employee Organization: CSEA Chapter 180

The next Special Meeting/Study Session of the Board of Trustees will take place Tuesday, February 23, 2016 at 4:30 p.m. in CL 101 of the Blythe campus.