

**RIO HONDO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
MINUTES  
Regular Meeting, Wednesday, July 18, 2007, 6:00 p.m.  
Rio Hondo College – Board Room  
3600 Workman Mill Road, Whittier, CA 90608**

**Members Present:** Ms. Maria-Elena Martinez, (Presiding),  
Ms. Angela Acosta-Salazar  
Mr. Garry Couso-Vasquez,  
Mr. André Quintero (via conference call)  
Mr. Gary Mendez,  
Ms. Leia Hernandez, (Student Trustee)

**Members Absent:** None.

**Staff Members:** Dr. Ted Martinez, Jr., Superintendent/President  
Ms. Teresa Dreyfuss, V.P. Business and Finance  
Mr. Henry Gee, V.P. Student & Community Services  
Dr. Steven Lohr, Director, Facilities  
Mr. Gil Puga, President, Academic Senate  
Mr. Jim Newman, President, RHCFA  
Mr. Greg Garza, President, CSEA  
Ms. Cristela Ruiz, President, ASB  
Ms. Sandy Sandello (Recorder)

**I. CALL TO ORDER**

**A. Call to Order**

Ms. Martinez called the meeting to order at 6:05 p.m.

**B. Pledge of Allegiance**

Mr. Greg Garza led the pledge of allegiance.

**C. Roll Call**

All members were present.

**D. Open Communication for Public Comment**

No public comments were made.

**E. Approval of Minutes: June 20, 2007**

125.

It was moved by Mr. Mendez, seconded by Mr. Quintero and carried unanimously that the Board of Trustees accept the minutes of June 20, 2007 as presented.

**F. Presentation**  
**- Executive Summary on Arts & Cultural Program**

**II. CONSENT AGENDA**

126. It was moved by Mr. Quintero, seconded by Mr. Mendez and carried unanimously, that the Board of Trustees approve the following Consent Agenda:

**A. FINANCE & BUSINESS**

**1. Finance & Business Reports**

- a. Purchase Order Report
- b. Payroll Warrant Report- June, 2007

**2. Authorization for Out-of-State Travel & Conferences**

The Board of Trustees approved the following Board and Staff members to attend the following educational conferences:

Loretta Canett-Bailes to attend the CSEA Special Services Member of the Year Conference, in Las Vegas, NV, August 1-3, 2007.

**3. Revenue Agreement**

Use of Weapons Firing Range - The following agency requires the services of the Rio Hondo College weapons firing range. They agree to pay \$300 per session (8 hour block) or \$150 per half session (4 hour block). The term of the agreement shall be through June 30, 2008.

- U.S. Department of the Army, 316<sup>th</sup> Military Police Detachment (CID)
- City of Huntington Park

#### 4. **Grant Renewal**

- a. Responsive Training Fund (RTF) for Incumbent Workers: Rio Hondo College has received notification from the California Community College Chancellor's Office (CCCCO) of new funding in the amount of \$210,000 for a RTF project from July 1, 2007 – June 30, 2008. The grant will provide funds to expand the delivery of instruction and customized training to employers and incumbent workers in the high growth Advanced Transportation Technology (ATT) industry. The grant will focus resources on short-term, intensive training for incumbent workers in high growth/high wage technical ATT positions. This is a new project and first time awarded to Rio Hondo College.
- b. Upward Bound (UB): Rio Hondo College has received notification from the U.S. Department of Education of renewed funding for the Upward Bound grant for the amount of \$286,007 for the federal year October 1, 2007 – September 30, 2008. The purpose of Upward Bound, a federal TRIO program, is to identify secondary school students in the Rio Hondo College District who are low-income and potential first-generation college students and generate the skills and motivation necessary for their success enrolling in and graduating from institutions of postsecondary education. Rio Hondo College has had this Upward Bound program since 2004.
- c. Independent Living Program (ILP) – The Foundation for California Community Colleges (FCCC) has renewed funding for ILP-A for fiscal year July 1, 2007 – June 30, 2008 in the amount of \$10,500. The program assists current and emancipated foster youth, ages 16-21, in transitioning from the child welfare system. Rio Hondo has had the ILP-A program since 2000.

5. **Community Services**

Anissa Marie Morris – to instruct “Beginning Hula” Classes. Dates of service will be July 19, 2007 through June 30, 2008. Payment will be split 60% to Rio Hondo and 40% to consultant.

**B. PERSONNEL**

1. **Academic**

a. **Employment**

**Hourly as Needed, 2007-2008**

JACKSON, Connie, Counseling  
MARTINEZ, Dianne, Counseling

MARTINEZ, Bernard, Counseling

**Part-Time, Summer, 2007**

LOPEZ, Rachel, Physical Ed.  
WYNN, Tirrell, Physical Ed.

SANCHEZ, Earl, Physical Ed.

**Hourly as Needed, Public Safety, 2007-2008**

See attached list

**Summer Assignments, 2007, 2<sup>nd</sup> Session**

See attached list

b. **Resignation**

GARCIA, Daniel, full-time instructor in Technology, his last day of employment was May 25, 2007

2. **Classified**

a. **Employment**

**Regular Classified**

CORRALES, Salina, Registration Clerk, Admissions and Records  
47.5%, 12 months, effective June 18, 2007

GARCIA, Frank, Utility Worker, Facilities Services, 100%,  
12 months, effective July 9, 2007

LY, Billy, Payroll Technician, Payroll, 100%, 12 months,  
effective July 9, 2007

RAMOS, Laura, Library Media Clerk, Library, 45%, 12 months,  
effective date June 18, 2007

The following employee is hired in the designated capacity. Funding is available through June 30, 2008. If continued funding should not be available, 45-day notice shall be served prior to the end of funding:

AVILA, Elizabeth, Instructional Assistant, Health Science, 100%, 12 months, effective date is July 16, 2007

Continued Employment, Regular Classified

The following employee will continue in the designated capacity with dedicated funding through June 30, 2008. If continued funding should not be available, 45-day notice shall be served prior to the end of funding

MIKHAEL, Holly, Student Services Assistant, College Outreach

Substitute, 2007-2008

ANDRADE, Ignacio, Paraprofessional Tutor, Upward Bound, effective July 1, 2007

b. Increase in Assignment

CORRALES, Lydia, Clerk Typist III, Applied Technology, from 40%, 12 months to 100%, 11.5 months, effective July 2, 2007

c. Medical Leave

VALLARTA, Veronica, has requested a twelve-week Family Care and Medical Leave effective July 31, 2007

**3. Unrepresented (CP 5155), 2007-2008**

a. Employment

Non-Credit

CRAIG, Kimberly, Upward Bound  
KOENIG, Jeff, Upward Bound  
OLIVER, Jeffrey, Comm. Ser.  
TAFT, Hisako, Upward Bound  
TOFT, Paul, Upward Bound

GARCIA, Susana, Upward Bound  
MARIN, Jessica, Upward Bound  
RODRIGUEZ, Joshua, Upward Bnd.  
TAKAMATSU, Hisako, Upward Bound

Hourly

MEZA, Mary Jo, Tutor II (LAC)  
SAWYER, Tom, Coach Spec.  
ZAMBORI, Istvan, Tutor II (MSC)

SANCHEZ, Earl, Coach Spec.  
STOIAN, Razyan, Tutor II (LAC)

### III. ACTION ITEMS

#### A. FINANCE & BUSINESS

##### 1. Consultant Services

127. It was moved by Mr. Quintero, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees approve the consulting services as listed below.

Dr. Melvin Coates - To conduct athletic physical exams. Dates of service will be the 2007-2008 school year. Payment is not to exceed \$500 from Physical Education supply budget.

##### 2. Ratification of Change Order #2 Bid - #1112 Hazmat Abatement

128. It was moved by Ms. Acosta-Salazar, seconded by Mr. Quintero and carried unanimously, that the Board of Trustees ratify Change Order #2 – Bid #1112, decreasing the contract in the amount of \$13,500 to a new total of \$139,100 and authorized the Administration to execute the change order on behalf of the District.

##### 3. Acceptance of Bid Substantially Completed - #1112 Hazmat Abatement

129. It was moved by Ms. Acosta-Salazar, seconded by Mr. Mendez and carried unanimously that the Board of Trustees accept as complete the work performed under Bid #1112 and authorized the filing of a Notice of Completion with the Los Angeles County Recorder.

##### 4. Federal Surplus Property Resolution

130. It was moved by Ms. Acosta-Salazar, seconded by Mr. Quintero and carried unanimously, that the Board of Trustees approve the attached resolution for participation in the Federal Surplus Property Program and authorized the Administration to complete the appropriate documents on behalf of the District.

##### 5. Surplus Library Books

131. It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees approve the declaration of surplus and determine that the value of the surplus property listed above does not exceed \$5,000 and authorized the books to be, a) First offered to the students and community and sold in a private sale; b) selected books sold through an online vendor; and, c) those books not sold, disposed through Better World Books.

**6. Surplus Property – Computer Equipment**

132.

It was moved by Mr. Quintero, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees approve the attached resolution for participation in the Federal Surplus Property Program and authorized the Administration to complete the appropriate documents on behalf of the District.

**7. Revenue Sharing Agreement – Boston Reed College**

133.

It was moved by Mr. Quintero, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees approve the contract with Boston Reed College for Pharmacy Technician Training Program as outlined and authorized the Administration to execute contracts on behalf of the District.

**8. Memorandum of Understanding – El Monte Union High School District**

134.

It was moved by Mr. Quintero, seconded by Ms. Acosta-Salazar and carried that the Board of Trustees approve the Memorandum of Understanding with the El Monte Union High School District for implementing the GEAR UP Program and authorized the Superintendent/President or designee to sign the appropriate documents on behalf of the District.

**9. Architectural/Engineering Services Agreement for the Renovation and New Construction of the Administration of Justice Center, between QUATRO Design Group and Rio Hondo Community College District**

135.

It was moved by Mr. Couso-Vasquez, seconded by Mr. Quintero and carried unanimously, that the Board of Trustees approve the agreement with Quatro Design Group, Inc., in an amount not to exceed \$885,000.

**10. Construction Management Services Agreement for the Physical Education Complex Renovation and New Construction**

136.

It was moved by Mr. Mendez, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees approve the Construction Management Services agreement for the Physical Education Complex with Telacu Construction Management in an amount not to exceed \$1,060,000 to be paid from State/bond funds and authorized the Superintendent/President or designee to execute the appropriate documents on behalf of the District.

ASSURANCE OF COMPLIANCE WITH GSA REGULATIONS UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, SECTION 606 OF TITLE VI OF THE FEDERAL PROPERTY AND ADMINISTRATIVE SERVICES ACT OF 1949, AS AMENDED, SECTION 504 OF THE REHABILITATION ACT OF 1973, AS AMENDED, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, AS AMENDED AND SECTION 303 OF THE AGE DISCRIMINATION ACT OF 1975.

\_\_\_\_\_, (hereinafter called the  
"donee"),

HEREBY AGREES THAT the program for or in connection with which any property is donated to the donee will be conducted in compliance with, and the donee will comply with and will require any other person (any legal entity) who through contractual or other arrangements with the donee is authorized to provide services or benefits under said program to comply with all requirements imposed by or pursuant to the regulations of the General Services Administration (41 CRF 101-6.2) issued under the provision of Title VI of the Civil Rights Act of 1964. Section 606 of Title VI of the Federal Property and Administrative Services Act of 1949, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, and Section 303 of the Age Discrimination Act of 1975, to the end that no person in the United States shall on the ground of race, color, national origin, sex, or age, or that no otherwise qualified handicapped person shall solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which the donee received Federal assistance from the General Services Administration: and HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

The donee further agrees that this agreement shall be subject in all respects to the provisions of said regulation: that this agreement shall obligate the donee for the period during which it retains ownership of possession of any such property: that the United States shall have the right to seek judicial enforcement of this agreement: and, this agreement shall be binding upon any successor in interest of the donee and the work "donee" as used herein includes any such successor in interest.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Donee Organization

By: \_\_\_\_\_  
President / Chairman of the Board  
(or comparable authorized official)

\_\_\_\_\_  
Donee Mailing Address

11. **Award of Bid #1126 – Campus Wide Repair and Restoration of Interior Surfaces**

137.

It was moved by Ms. Acosta-Salazar, seconded by Mr. Mendez and carried unanimously, that the Board of Trustees approve and Award Bid # 1126 – Campus-wide Repair and restoration of Interior Surfaces to DHMZ Construction for Base Bid and Additive Alternates AA, BB, CC, DD, & EE in the amount of \$26,920 from 2006-2007 Scheduled Maintenance/Capital Project Fund.

IV. **INFORMATION ITEMS**

1. **Building Program**

V. **CLOSED SESSION**

Ms. Martinez recessed the meeting to Closed Session at 7:46 p.m. Ms. Martinez reconvened the meeting at 9:12 p.m. and reported the following action was taken in Closed Session:

*(Pursuant to Section 54957)*

- **PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Addendum)**
  - **Superintendent/President**

No action taken on this item.

- **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

No action taken on this item.

- **PUBLIC APPOINTMENT**
  - **Nursing Instructor**

138.

It was moved by Mr. Quintero, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees take the appropriate action to employ Patricia Luna as a Temporary (Categorical Funded) Full Time Nursing Instructor up until June 30, 2008.

- **Vice President, Academic Services (Search)**

No action taken on this item.

*(Pursuant to Section 54957.6)*

- **CONFERENCE WITH LABOR NEGOTIATOR**  
Agency Negotiator: Teresa Dreyfuss  
Employee Organization: CSEA/RHCFA

No action taken on this item.

*(Pursuant to Section 54956.8)*

- **CONFERENCE WITH REAL PROPERTY NEGOTIATOR – Properties**
  - **3017 Tyler Avenue, El Monte, California**
  - **11515 South Colima Road, Whittier, California**

No action taken on this item.

**VI. ADJOURNMENT**

Ms. Martinez adjourned the meeting at 9:12 p.m.. The next meeting of the Board of Trustees will be on Wednesday, August 1, 2007, 6:00 p.m.; Board Room, Administration Building, Rio Hondo College.