



Rio Hondo Community College District
REGULAR MEETING OF THE BOARD OF TRUSTEES
September 9, 2009, Pre-Meeting Mixer, 5:15 p.m.
Regular Meeting 6:00 p.m.
Richard L. Graves Middle School, 13243 Los Nietos, Whittier, CA
MINUTES

Location: Richard L. Graves Middle School
13243 Los Nietos Road, Whittier, CA 90605

Members Present: André Quintero, President (Presiding)
Angela Acosta-Salazar, Vice President
Gary Mendez, Clerk
Maria Elena Martinez, Member
Garry Couso-Vasquez, Member
Julio R. Flores, Student Trustee

Members Absent: None.

Staff Members: Dr. Ted Martinez, Jr., Superintendent/President
Dr. Paul Parnell, Vice President, Academic Affairs
Ms. Teresa Dreyfuss, Vice President, Finance and Business
Mr. Henry Gee, Vice President, Student Services
Mr. Mike Javanmard, President, Academic Senate
Dr. Adam Wetsman, President, RHCFA
Lisa Sandoval, President, CSEA
Samuel Castillo, President, ASB
Ms. Sandy Sandello, (Recorder)

I. CALL TO ORDER

A. Pre-Meeting Mixer (5:15 p.m.)

B. Call to Order (6:00 p.m.)

Mr. Quintero called the meeting to order at 6:07 p.m.

C. Pledge of Allegiance (RHC Color Guard)

The Rio Hondo College Color Guard led the pledge of allegiance under the direction of Norm Scott, Captain and RHC Fire Instructor.

D. Roll Call

All members were present.

E. Open Communication for Public Comment

Isabel Krivan commented on a personnel matter.

BOARD OF TRUSTEES: André Quintero, Angela Acosta-Salazar, Gary Mendez, Maria Elena Martinez
Garry Couso-Vasquez, Julio R. Flores, Student Trustee

F. **Approval of Minutes: August 12, 2009; April 8, 2009 (Amended)**

94.

It was moved by Mr. Couso-Vasquez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees accepted the minutes of August 12, 2009 as presented and April 8, 2009 as amended.

G. **Commendation**

- **Santa Fe Springs City Council and City Manager**
- **Wayne Morrell, Principal Planner, City of Santa Fe Springs**
- **Members of the Santa Fe Springs Fire Department**
- **RHC Veterans Students**
- **South Whittier Community Service – Carol Weaver, Margaret Rodriguez, Deborah Pacheco and Marie Cornejo**

H. **Presentations**

- **Accreditation Response Team Update** - Joanna Downy and Katie O'Brien provided a brief overview of the Accreditation Follow-Up Report. The following is what was discussed:
 - Current Follow Up report shared and distributed with Board of Trustees
 - Review cycle for all constituent groups: Senate and PFC September 1 and 15; CSEA September 26; ASB September 26; Board of Trustees, October 3, 2009
 - Procedure for edit/changes all the way up to October 3 Board meeting
 - Final references and supporting evidence would be added to Report by October 9
 - Follow-Up Report to be printed by October 12.
 - Final Board approval of document on October 14, 2009
 - Send to WASC on October 15, 2009

II. **CONSENT AGENDA**

95.

It was moved by Ms. Acosta-Salazar, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees approved the Consent Agenda as presented.

A. **FINANCE & BUSINESS**

1. **Finance & Business Reports**

The Board of Trustees approved the Purchase Order Report, the Payroll Warrant Report and the Quarterly Reports as presented.

a. **Purchase Order Report**

Attached is the Purchase Order Report reviewing purchases for the preceding 60 days. Funds have been budgeted for these purchases in the funds shown. Individual purchase orders are available in Contract Management and Vendor Services prior to the meeting for Board review. The purchases have been processed in accordance with Board Policy No. 3600.

b. **Payroll Warrant Report**

Attached is the Payroll Warrant Report for the month of August, 2009.

c. **Quarterly Report**

Attached is the Quarterly Financial Status Report for the period ending June 30, 2009.

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

The Shin Liu to attend the VTECH Network, Texas A & M University, College Station, TX, September 28-30, 2009.

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).

- a. City of Montebello Police Department - through June 30, 2011.
- b. City of Pasadena Police Department – through August 31, 2011.

4. **Grant Renewal from the U.S. Department of Education Funding the GEAR UP Program**

Rio Hondo College (RHC) has received notification from the U.S. Department of Education of funding for the GEAR UP Program in the amount of \$704,142 for the federal year September 1, 2009 through August 31, 2010. RHC was first awarded this grant in September 2005. The purpose of GEAR UP is to significantly increase the number of low-income students who are prepared to enter and succeed in postsecondary education. The GEAR UP Program will provide comprehensive services to Madrid Middle School (Mountain View School District). These services include counseling, tutoring, personal success plans, academic instruction, technology enhancement, professional development, and parent knowledge of preparation for postsecondary education.

5. **Universal Waste Roundup**

Annually, the City of Santa Fe Springs (The City) requests the use the Santa Fe Springs Regional Public Safety Facility site for the annual Household Hazardous and Electronic Waste Roundup. The City is collecting E-waste (computers, monitors, printers, cell phones, etc.); Batteries (all types); and Fluorescent Bulbs. The City has contracted with Global eRecyclers for collection and removal of the hazardous materials. Staging and preparation for the Roundup will begin November 20, 2009 at 8:00 a.m. and conclude by 5:00 p.m. the same day. It is possible that some equipment may need to be stored at the facility until Monday, at which time it will be collected and removed by 12:00 p.m. The Roundup is advertised by the City for the public to begin delivering their waste to the site between the hours of 9:00 a.m. and 3:00 p.m.

The City of Santa Fe Springs and each sub-contractor will submit a certificate of liability insurance to cover the event.

6. **Funding Renewal from the California Community Chancellor's Office Funding the Foster Kinship Care Education Program**

Rio Hondo College (RHC) has received notification from the California Community College Chancellor's Office (CCCCO) of extended funding for the Foster Kinship Care Education Program (FKCE) in the amount of \$222,874.00 for the period July 1, 2009 through June 30, 2010. Rio Hondo Community College District has provided FKCE services since 1999. The purpose of the FKCE, a joint project of the Chancellor's Office and the California Department of Social Services, is to provide quality education and training opportunities to foster parents and to assist them in meeting the needs of the foster children in their care.

7. Grant Renewal

- a. Upward Bound (UB) – RHC has received notification from the U.S. Department of Education of funding for the UB grant for the amount of \$286,007 for the federal year October 1, 2009 through September 30, 2010. The purpose of Upward Bound, a federal Trio program, is to identify secondary school students in the RHC 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.
- b. Student Support Services (SSS) – The U.S. Department of Education has awarded Rio Hondo College (RHC) renewed funding for the SSS grant in the amount of \$264,876 for the federal year September 1, 2009 through August 31, 2010. RHC was first awarded this grant in 2001. The purpose of SSS, a federal Trio program, is to serve and assist low-income and/or first-generation or disabled college students. The SSS program provides opportunities for academic development, assists students with basic college requirements, and serves to motivate students towards the successful completion of their postsecondary education and transfer into four-year colleges and universities.

8. Community Services

- a. Carolyn Simon - To instruct “Color Analysis with an Emphasis on Makeup Application”, “Look Younger & Better: Secrets of a Hollywood Makeup Artist” and “Make Up Artistry Certification”. Dates of service will be September 10, 2009 through June 30, 2010. Payment will be split 60% to Rio Hondo and 40% to consultant.

B. PERSONNEL

1. Academic

a. Employment

Part Time, Fall 2009

CASEBOLT, Elizabeth, Physical Ed.
GORMAN, Sean, Automotive
GREENE, Voiza, Comm /Lang.
LOPEZ, Daniel, Comm./Lang.
MADERA, Delia, Counseling
NELSON, Lori, Comm./Lang.
ROSALES, Manuel, Social Science
SOM DE CERFF, Melissa, Business
WILCOX, Jennifer, Physical Science

EFRON, Alan, Physical Science
GOSWITZ, Maria, Comm./Lang.
HATLESTAD-SHEY, Alexandre, Com./Lang
LUNG, Dragenson, Career Tech. Ed.
McCANCE, Ian, Mathematics
ROGALSKY, Corianne, Social Sci.
SANDERS, Zeb, Comm./Lang.
WATKINS, Priscilla, Physical Ed.

Hourly as Needed, 2009-2010

BREEN, Phillip, Public Safety
EHLERS, Jill, Public Safety*
LEE, Justin, Counseling
McWHORTER, Amy, Biology

EHLERS, Keith, Public Safety*
GOSNELL, Omer, Public Safety*
LEUNG, Helen, Career Technical Ed.

2. **Classified**

a. **Employment**

Short Term, 2009-2010

HAINES, Dane, Audio Visual Repair Technician, Information Technology Services, ending date is June 30, 2010.

SCHANK, Diane, Account Clerk II, Accounting, ending date June 30, 2010

Substitute

Arechiga, Margarita, Facilities Services, Custodian, effective August 28, 2009

b. **Resignation**

VILLALOBOS, Olga, Children's Center Aide, her last day of employment was August 28, 2009

3. **Unrepresented, (CP 5155) 2009-2010**

a. **Employment**

Hourly

* (minimum qualification equivalency established pursuant to CP 5165)

CORDOVA, Neil, Disabled Students
MONTANO, Maria, LAC
ROMERO, George, LAC

HOIL, Javier, Physical Education
RODRIGUEZ, William, Physical Ed.
TZU, King-Yu, LAC
WANG, Yang, LAC

Volunteer

AGUILAR, Justin, Physical Ed.
DAVIS, Steven, Physical Ed.
LORENZETTI, Gerald, Financial Aid
MORA, Jesus, Physical Ed.
ROSELI, Richard, Physical Ed.
VELASCO, Ruben, Physical Ed

CARRICO, Alex, Physical Ed.
LONGORIA, Adam, Physical Ed.
MILLAN, Ian, Physical Ed.
RIVERA, Billie, Physical Ed.
SMOLEY, Matthew, Physical Ed.

III. **ACTION ITEMS**

A. **FINANCE & BUSINESS**

1. **Public Hearing & Approval of the Proposed 2009-10 Adopted Budget**

96. It was moved by Mr. Mendez, seconded by Ms. Martinez to declare the Public Hearing open at 6:31 p.m.

97. After hearing no public comments, it was moved by Ms. Acosta-Salazar, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees declared the Public Hearing closed at 6:32 p.m. and approved the adopted budget for 2009-2010.

In accordance with California Code of Regulations 58301 and 58305c, the adopted budget must be approved on or before September 15, 2009. This agenda provides for a public hearing on the budget and then for approval of the adopted budget for 2009-2010.

The funds of the adopted budget are as follows:

1. General
2. Financial Aid
3. Children's Center
4. Auxiliary Services Organization
5. Associated Student Body
6. Capital Projects
7. Revenue Bond Construction
8. Revenue Bond Project
9. Internal Service Fund

2. Consultant Services

98. It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees approved the Consultant Services as outlined below and authorized the Superintendent/President or designee to sign the appropriate documents on behalf of the District.

- a. Margarita Gonzalez - To present and facilitate foster and kinship care education workshops and classes on topics such as "D and F Rate Pre-Service Trainings" and other topics related to foster care and parenting as needed. Dates of service are September 10, 2009 through February 28, 2010. Payment is not to exceed \$1,250 from FKCE.
- b. Rosalinda Ortiz – To present and facilitate foster and kinship care education workshops and classes on topics such as "D and F Rate Pre-Service Trainings" and other topics related to foster care and parenting as needed. Dates of service are September 10, 2009 through February 28, 2010. Payment is not to exceed \$1,250 from FKCE.
- c. Elizabeth Wallner – To present workshop to focus on the use of data to impact students from special populations at the Tech Prep Articulation Meeting. Date of service is October 23, 2009. Payment is not to exceed \$1,557 from Tech Prep CTE Comm. Collaborative.

3. Softball Field Renovation

99. It was moved by Mr. Flores, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees approved the selection of Phillips, Metsch, Sweeney and Moore to provide architectural services for the softball field project for a fee not to exceed \$183,700, to be paid from Bond funds and authorized the administration to execute the appropriate documentation on behalf of the District.

4. Architectural Services Request #2 – LPA Inc., Fees for Additional Services, Physical Education and Aquatic Complex (P.E. Complex)

100. It was moved by Mr. Couso-Vasquez, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees authorized an increase to the contract value of LPA, Inc., for additional design services in the amount of \$122,250 for a revised total

contract amount of \$2,001,250 from State and Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

5. **Approval of Ratification of Change Order #5 – Thomco Construction Inc., Bid #1110, Santa Fe Springs Regional Training Center**

101. It was moved by Mr. Mendez, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees ratified Change Order #5 increasing the contract amount by \$11,629.53 for a new total of \$1,626,715.69 payable from Bond funds and authorized the Administration to execute the change order on behalf of the District.

6. **Approval of Ratification of Change Order #6, Bid - #1136 Applied Technology Building Renovation Project – W.E. O’Neil Construction Company**

102. It was moved by Mr. Flores, seconded by Mr. Quintero and carried unanimously, that the Board of Trustees approved change order #6 for a net increase to the contract in an amount of \$26,100.50 for a new total of \$11,774,449.69 payable from State and Bond funds and authorized the Administration to execute the change order on behalf of the District.

7. **Revolving Line of Credit with Bank of the West**

103. It was moved by Ms. Acosta-Salazar, seconded by Mr. Quintero and carried unanimously, that the Board of Trustees approved a five million dollar revolving line of credit through Bank of the West and authorized the Administration to sign the appropriate documents on behalf of the District.

8. **Approve Agreement Between UC Regents of the University of Southern California for Puente Project**

104. It was moved by Mr. Mendez, seconded by Ms. Martinez and carried that the Board of Trustees approved the contract with UC Regents of Southern California and authorized the Superintendent/President or designee to sign the appropriate documents on behalf of the District. Ms. Acosta-Salazar abstained.

9. **Approve Lease Agreement (Antenna Space Lease) Clear Wireless, LLC, a Nevada Limited Liability Company**

105. It was moved by Ms. Acosta-Salazar, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees approved a lease agreement with Clear Wireless, LLC, as presented and authorize the Administration to sign the appropriate documents on behalf of the District.

10. **P.E. Temporary Facilities – Approval of J.C. Chang & Associates**

106. It was moved by Mr. Couso-Vasquez, seconded by Mr. Quintero and carried unanimously, that the Board of Trustees approved the selection of J.C. Chang and Associates to provide civil engineering services for the P.E. temporary facilities project for a fee not to exceed \$37,280 to be paid from Bond funds and authorized the administration to execute the appropriate documentation on behalf of the District.

11. **Additional Services, Central Plant and Infrastructure Projects: TMAD Taylor & Gaines Engineering**

107. It was moved by Ms. Martinez, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees approved the additional services to TMAD's Infrastructure and Roadway Engineering contract in the amount of \$111,230 increasing the contract amount to \$2,181, 230 to be paid from Bond funds and authorized the administration to execute the appropriate documentation on behalf of the District.

12. **Approval of Change Orders #14 and #15 – Bid #1119 Learning Resource Center: Bernard's Brothers, Inc.**

108. It was moved by Mr. Couso-Vasquez, seconded by Mr. Quintero and carried and carried unanimously, that the Board of Trustees approved Change Orders #14 and #15 to extend the contract time by 95 calendar days and for an increase to the contract in the amount of \$618,444.00 to a new total of \$29,367,104.00 payable from State and Bond funds and execute the change order on behalf of the District.

13. **Approval of Change Order #1 – TOBO Construction, Inc., Bid #1141, South Whittier Education Center**

109. It was moved by Mr. Mendez, seconded by Mr. Couso-Vasquez and carried that the Board of Trustees approved Change Order #1 increasing the contract amount by \$26,000.28 for a new total of \$1,470,550.28 payable from Bond funds and authorized the Administration to execute the change order on behalf of the District. Ms. Martinez abstained.

14. **Award of Bid #1151 – Administration of Justice Building**

110. It was moved by Mr. Couso-Vasquez, seconded by Mr. Flores and carried unanimously, that the Board of Trustees approved and awarded Bid # 1151 Administration of Justice Building in the amount of \$9,734,000, to J.D. Diffenbaugh, Inc., to be paid from Bond funds and authorized the Administration to execute the appropriate documents on behalf of the District.

15. **Agreement with California Department of Education funding California State Preschool Program Contract Number CSPP-9266**

111. It was moved by Ms. Acosta-Salazar, seconded by Ms. Martinez, and carried unanimously, that the Board of Trustees approved Contract CSPP-9266 from the California Department of Education funding the California State Preschool Program in the amount not to exceed \$564,482 and authorized the Superintendent/President or designee to sign the appropriate documents on behalf of the District.

16. **Surplus Property Vehicles**

112. It was moved by Ms. Martinez, seconded by Mr. Couso-Vasquez and carried unanimously, that the Board of Trustees determined that the value of the surplus property listed does not exceed \$5,000 and approved consignment of surplus to Auction House for sale on behalf of the college without advertising. Those items which the auction house refuses or can not sell, shall be consigned to a local recycling center for disposal.

IV. INFORMATION ITEMS

1. **Bond Measure "A" – Projects Expenditure Summary**
2. **Building Program**
3. **New-Revision of Administrative Procedures**

V. STAFF AND BOARD REPORTS

VI. CLOSED SESSION

Mr. Quintero recessed the meeting to Closed Session at 7:45 p.m. Mr. Quintero reconvened the meeting at 8:10 p.m. and reported the following action was taken in Closed Session.

(Pursuant to Section 54956.8)

- **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**
 - **3017 Tyler Avenue, El Monte, California**

No action was taken on this item.

Pursuant to Section 54956.9 (subdivision (b))

- **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – (2 cases)**

No action was taken on this item.

(Pursuant to Section 54957)

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

The Board of Trustees took action in Closed Session and Board President Quintero reported the following:

113.

It was moved by Mr. Couso-Vasquez, seconded by Mr. Mendez and carried that the Board of Trustees direct the Superintendent/President to provide layoff notices to the Classified employees listed:

- (4) Full-time Classified (100% cut)
- (5) Part-time Classified (100% cut or bump)
- (1) Full-time Classified reduction in workload
- (2) Full-time Classified (reclassification or bump)

The motion was carried. 4-yes, 1-no, Ms. Martinez, voted no.

(Pursuant to Section 54957.6)

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

VII. ADJOURNMENT

Mr. Quintero, hearing no objection, adjourned the meeting at 8:15 p.m. in memory of Los Angeles County Firefighters Arnie Quinones and Captain Ted Hall. The date of the next regular Meeting of the Board of Trustees will be held on October 14, 2009, Rio Hondo College, Board Room, 3600 Workman Mill Road, Whittier, California.