I. CALL TO ORDER
   A. Call to Order
      Mr. Camalich called the meeting to order at 6:35 p.m.
   B. Pledge of Allegiance
      Mr. Henry Gee led the pledge of allegiance.
   C. Roll Call
      All members present.
      Ms. Martinez stepped out at this point of the meeting.
   D. Open Communication for Public Comment
      No comments were made.
   E. Approval of Minutes – September 8, 2004; September 29, 2004
      It was moved by Mr. Quintero, seconded by Ms. Yanez and carried unanimously that the Board of Trustees accept the minutes of September 8 and September 29, 2004 as presented.
II. **CONSENT AGENDA**

171. It was moved by Mr. Quintero, seconded by Ms. Montenegro and carried unanimously that the Board of Trustees approve the consent agenda as presented below.

A. **ACADEMIC SERVICES**

1. **Curriculum Items**
   
   a. **Unit Change**

   The following courses have been recommended for a unit change due to a decrease in lecture hours and to align with other PAC courses:

   PAC 43.17: Crime Scene Investigation (.5 units)

   PAC 43.27: Advanced Latent Fingerprints (.5 units)

   PAC 43.28: Advanced Investigative Techniques (.5 units)

   PAC 43.30: Trial Preparation and Courtroom Demeanor (.5 units)

   PAC 43.55: Advanced Police Video/Photography (.5 units)

   PAC 43.80: Fingerprint Classification (.5 units)

   PAC 43.81: Friction Skin Comparison (5. units)

   PAC 43.82: Death Investigation (.5 units)

B. **PERSONNEL**

1. **Academic**

   a. **Employment**

   **Part-time, Fall 2004**

   MARTINEZ, Brenda, Comm. & Lang

   PALMER, Kenneth, Business
Hourly as Needed, Fall, 2004

HALL, Kevin, Public Safety

Substitute, Fall, 2004

FASSBINDER, Melissa, Health Science  FIKE, Geraldine, Health Science
GHOOGASSIAN, Rafic, Business  LAMA, Karol, Health Science
PAYAN-SIEGRIST, Mayra, Health Science  RICHARDSON, Carol, Business

Stipend

HOWING, Donna, Social Science

b. Retirement

FRITZ, Carole, Mathematics, Instructor of Mathematics, resignation effective December 15, 2004

LOPEZ, Richard, Business, Arts & Applied Technology, Assistant Professor of Drawing & Painting, resignation effective December 15, 2004

2. Classified

a. Employment, Regular Classified

HEIMANN, Thomas, Senior Accountant, Accounting, 100%, effective October 1, 2004

LEAVITT, Joey, Senior Tool Room Attendant, Technology 100%, effective September 9, 2004

LIGHTCSY, Curtis, Sr. Custodian, Facilities, 100%, effective October 11, 2004

MARTINEZ, Priscilla, Clerk Typist III, 37.5%, Human Resources/Evening College, effective October 11, 2004

RAMIREZ, Yolanda, Library Media Clerk, 45%, Library, effective September 27, 2004

Continued Employment, Regular Classified

The following employees will continue in the designated capacity. Funding is available through September 30, 2005. If continued funding should not be available, appropriate 45-day notice shall be served prior to the end of funding.

CHAFFINO, Daniel, Paraprofessional Tutor, Upward Bound
GARCIA, Norma, Paraprofessional Tutor, Upward Bound
HUBBERT, Christina, Paraprofessional Tutor, Student Support Services
VALDIVIA, Eloise, Paraprofessional Tutor, Upward Bound
VALDIVIA, Michelle, Paraprofessional Tutor, Upward Bound

The following employees will continue in the designated capacity. Funding is available through August 31, 2005. If continued funding should not be available, appropriate 45-day notice shall be served prior to the end of funding.

CALLEJAS, Karla, Paraprofessional Tutor, Student Support Services
PALLINI, Cynthia, Educational Advisor, Student Support Services
Substitutes

COVARRUBIAS, Elena, Custodian, Facilities Services, effective September 10, 2004
FIGUEROA, Johnny, Custodian, Facilities Services, effective September 10, 2004
SOTO, Christopher, Sr. Instructional Assistant, LAC, effective September 1, 2004

Short Term

ANDRADE, Edward, PA Training & Operations Specialist, Public Safety, ending date June 30, 2005
LAM, Raymond, Accountant, Accounting Dept., ending date December 31, 2004
LEVIN, Corey, FA Training & Operation Specialist, Public Safety, ending date June 30, 2005

b. Promotion

SAMUELSON, Robert, Senior Photocopier Machine Operator, Contract Management and Vendor Services, 100%, effective September 27, 2004

3. Management & Confidential
   a. Appointment

GONZALEZ, Gustavo, Interim Assistant Director of Facilities, effective September 9, 2004

4. Unrepresented, 2004-2005
   a. Employment

Foster Care
SY, Chantel, Lecturer

Non-Credit
RIOS-MIRANDA, Noemi, Disabled Students

CP 5155

BRAVO, Enrique, Tutor II, Math
JIMENEZ, Carlos, Tutor II, Math
SANDOVAL, Gilberto, Coach. Spec., P.E.

Students

BANKER, Brian, LAC
BLANDON, Xochilth, Facilities Ser.
BUGARIN, Rosa, Public Safety
CHAVEZ, Fabian, Parking Ser.
CUN, Lenhm, Facilities Ser.
DUNHAM, Heidi, LAC
FLORES, Leslie, Library
GUZMAN, Sylvia, Admissions
HILL, Jacquelyn, Arts & Cultural
HERRERA, Jose, Coaching Spec., P.E.
MEJIA, Monique, Coaching Spec., P E.

BERRIOS, Daisy, Matriculation
BORGESON, Lillian, Business
CARDENAS, Donald, Physical Ed.
CHOW, Zhi Wei, Math
DIAZ, Lorraine, Math
FLORES, Elizabeth, Plan. & Devp.
GARCIA, John, Math & Sciences
HERNANDEZ, Cindy, Stud. Learning
ICLAND, Corbin, Physical
C. FINANCE & BUSINESS

1. Finance & Business Reports
   a. Purchase Order Report
   b. Payroll Warrant Report
   c. Quarterly Financial Status

2. Out-of-State Travel and Conferences

The Board of Trustees approved the following Board Members and Staff to attend the following educational conferences;


Jan La Turno to attend the International Conference for Technology in College Mathematics (ICTCM) in New Orleans, Louisiana, October 28-31/04.

Martha De La Mora to attend the Universidad Autonoma de Guadalajara Pre-Med Counselor’s Conference in Guadalajara, Mexico, October 20-24-2004.


3. **Grant Renewals**
   
a. AmeriCorps Teacher and Reading Development Partnership (TRDP) Program
   
b. Independent living Program (ILP-B)
   
c. Community College CAL Works Program
   
d. Careers in Child Care Training Program

4. **Revenue Agreement with the State of California Department of the Youth Authority (CYA)**

5. **Acceptance of Donation: 1962 Seagrave Fire Truck from Jeff William Powell**

6. **Renewal of Agreement – Yosemite Community College District, Child Development Training Consortium (YCCD/CDTC) and the Rio Hondo Community College District**
III. ACTION ITEMS

A. FINANCE & BUSINESS

1. Budget Augmentation 2004-05

172. It was moved by Mr. Mendez, seconded by Mr. Quintero and carried unanimously that the Board of Trustees approve the recommendation to augment the position listed below.

- EOPS Paraprofessionals (4 classified positions – increase from 37.5% to 47%)
- Instructional Assistant (Math-Science) 20% classified position

Ms. Martinez returned at this point of the meeting.

2. Consultant Services

173. It was moved by Ms. Yanez, seconded by Mr. Quintero and carried unanimously that the Board of Trustees approve the Consultant Services as outlined below.

a) Edward C. Anderson – To provide StrengthsQuest presentation and facilitate four follow-up workshops using the StrengthsQuest method of assessing strengths of classified employees. Dates of service shall be during the 2004-05 fiscal year. Payment will be from unused Professional Growth Funds ($1000) and Staff Development funds ($1,000) and shall not exceed $2,000.

b) Lozano Smith – to provide professional legal services related to negotiations and disciplinary issues; Kristy Markey will continue to serve as the attorney to assist with CSEA negotiations. Dates of service shall be during FY 2004/2005 and payment will be from Unrestricted General Funds.

   - Shareholder/Of Counsel $210/hour
   - Senior Attorney $200/hour
   - Associate $190/hour
   - Paralegal $90/hour

   - Senior Partner $205/hour
   - Partner $195/hour
   - Associate $154/hour
   - Paralegal $77/hour

c) Parham & Rajcic – to provide negotiation service with the College bargaining units; Jackson Parham will continue to serve as the attorney to assist with RHCFA/CTA negotiations. Dates of services shall be 11/1/04-10/31/05 and payment will be from Unrestricted General Funds.
d) Orla Jensen Associates – To provide technical assistance for the President related to the building program. Orla has performed a multitude of consulting services for architectural and engineering firms, construction management companies, general contractors, owners, insurance companies, bond companies, and attorneys primarily assisting in negotiations, project management and claims consulting. Consultant’s rate is $130/hour. Payment will be from Bond Funds.

g) West Edge Architects Peter M. Mitsakos, L.P. – to provide technical assistance to the President related to the building program. Peter has designed, managed and performed construction coordination for a wide variety of building and planning projects. Consultant’s rate is $130/hour. Payment will be from Bond Funds.

f) Karen Nutt – to present the following training and workshops to foster parents and caregivers: a 16-hour D-Rate Training on children with emotional and psychological disabilities (1/8/05 and 1/15/05); a 16-hour F-Rate Training on children with physical disabilities (2/5/05 and 2/12/05); and a 6-hour mini conference on A Tradition of Caring (1/21/05). Payment is not to exceed $1,500 and will be from the Foster Kindred Care Education-FKCE funds.

h) Karen Dixon – to present nine 3-hour workshops to foster youth in the Independent Living Program-Los Angeles (ILP-LA) Youth Program and a 16-hour D-Rate Training to foster parents and caregivers on children with emotional and psychological disabilities (10/25/04 and 10/27/04; 11/1/04, 11/3/04, 11/8/04, 11/10/04, 11/15/04, 11/17/04, 11/20/04; and 1/8/05, 1/15/05). Payment is not to exceed $600 from Foster Kindred Care Education-FKCE funds and $1,100 from ILP-LA Youth funds.

i) Mary Hibbard – to present the following training and workshops to foster parents and caregivers: a 16-hour F-Rate Training on children with physical disabilities (10/15/04, 10/22/04, 10/29/04 and 11/5/04). Payment is not to exceed $600 and will be from the Foster Kindred Care Education-FKCE funds.

3. **Agreement and Resolution – Delinquent Tax Receivables**

   It was moved by Mr. Quintero, seconded by Ms. Martinez and carried unanimously that the Board of Trustees approve the resolution approving assignment of delinquent tax receivable to the California Statewide Delinquent Tax Finance Authority.
4. **Acceptance as Complete Bid #1048 Shade Structure Project at the Child Development Center $35,940**

   It was moved by Ms. Martinez, seconded by Mr. Mendez and carried unanimously that the Board of Trustees accept as completed Bid #1048 performed by Shade Structures, Inc., authorizing the filing of a Notice of Completion with the Los Angeles County Recorder.

5. **Employment Training Panel (ETP) Project**

   It was moved by Mr. Quintero, seconded by Ms. Martinez and carried unanimously that the Board of Trustees approve a Certification and Resolution as part of the State required Employment Training Panel application.

6. **Surplus Property**

   It was moved by Mr. Quintero, seconded by Ms. Martinez and carried unanimously that the Board of Trustees approve the declaration of surplus property and determined that the referenced property is of insufficient value to defray the cost of arranging a sale and a) authorize consignment of the vehicles to a local public dump, and b) authorize donation of 319 computer workstations to the Rio Hondo College Foundation for the disposition to ASB for our students.

7. **Approval of Change Order #1 Between Program Manager (Joint Venture consisting of URS Corporation, Del Terra Group and Summit Consulting and Engineering) and the Rio Hondo Community College District**

   It was moved by Mr. Quintero, seconded by Ms. Martinez and carried unanimously that the Board of Trustees approve change order #1 with Program Manager (Joint Venture consisting of URS Corporation, Del Terra Group and Summit Consulting and Engineering) for the inclusion of A) Environmental Impact Report (EIR) authorizing Administration to negotiate increase to the Program Management Contract on behalf of the District in an amount not to exceed $119,500 paid by Bond funds and, B) Traffic Engineer authorizing Administration to negotiate increase to the Program Management Contract on behalf of the District in an amount not to exceed $21,326 from Bond funds.

8. **Award Contract for Infrastructure Master Plan**

   A motion was made by Trustee Mendez and there was unanimous consent by the board to table this item temporarily so staff could make a presentation on this item later in the meeting.

   It was moved by Ms. Yanez, seconded by Mr. Mendez and carried unanimously that the Board of Trustees award contract for the Infrastructure Master Plan to TMAD in an amount not to exceed $226,789 from bond funds and authorize the Administration to execute the contract on behalf of the District.
9. **Award Contract to VMA Communications**

180. It was moved by Mr. Mendez, seconded by Ms. Yanez and carried unanimously that the Board of Trustees award contract to VMA Communications to develop a marketing and construction communications plan October 14, 2004 through December 31, 2004 in an amount not to exceed $32,000; of this amount, $19,500 will be from bond proceeds and $12,500 from the general fund.

10. **Project Labor Agreement Administration/Labor Compliance Officer**

181. It was moved by Mr. Quintero seconded by Ms. Yanez and carried unanimously that the Board of Trustees contract the services of either the WCS/CA or the Solis Group pending negotiations, reference checks and pending the elimination of the outreach portion, the standard that is used to evaluate the whole scope of work. Mr. Camalich and Ms. Montenegro abstained.

**B. PRESIDENT’S OFFICE**

1. **Revision of Board Policies 6000’s (First Reading)**

182. It was moved by Ms. Martinez, seconded by Mr. Quintero and carried unanimously that the Board of Trustees approve the revision of Board Policies 6000’s for first reading.

2. **Resolution in Support of the California Community College System Response to the California Performance Review**

183. It was moved by Mr. Mendez, seconded by Ms. Martinez and carried unanimously that the Board of Trustees adopt the resolution recommended by CCLC in support of the California Community College System Response to the California Performance Review.

**IV. INFORMATION ITEMS**

1. **Rio Hondo College Actuarial Report – Presentation by Teresa Dreyfuss**
2. **Funding for Community College - Longer Term Solutions – Presentation by Trini Jimenez**
3. **Building Program Update – Presentation by Andy Howard and Project Management Team**
4. **ESL Update – Presentation by Gail Chabran**
5. **Vocational Education Program – Presentation by Lyla Eddington**

**V. STAFF AND BOARD REPORTS**

Ms. Montenegro, along with several members of the student body addressed the board regarding their dissatisfaction with the new food services provider in the Campus Inn.
VI. CLOSED SESSION

Mr. Camalich recessed the meeting to Closed Session at 10:10 p.m. Mr. Camalich reconvened the meeting at 11:08 p.m. and reported the following action was taken in Closed Session:

(Pursuant to Section 54957 of the Government Code)

- PUBLIC EMPLOYEES DISCIPLINE/DISMISSAL/RELEASE

No action taken on this item.

- PUBLIC EMPLOYEE PERFORMANCE EVALUATION
  - Executive Vice-President, Academic Services
  - Superintendent/President (Goals/Contract)

184. It was moved by Mr. Quintero, seconded by Ms. Martinez and carried unanimously that the Board of Trustees extend the employment agreement for the Executive Vice-President of Academic Services for a one year term to 2006.

185. It was moved by Ms. Martinez, seconded by Mr. Quintero and carried unanimously that the Board of Trustees extend the employment agreement for the Superintendent/President for a one year term to 2007.

- PUBLIC EMPLOYEE APPOINTMENTS
  - Executive Director, Planning & Development
  - Benefits Specialist

(Pursuant to Section 54957.6)

- CONFERENCE WITH LABOR NEGOTIATOR
  Agency Negotiator: Rose Marie Joyce, Ph.D.
  Employee Organizations: CSEA, RHCFA, Unrepresented Employee(s): Management/Confidential

186. It was moved by Ms. Yanez, seconded by Mr. Mendez and carried unanimously that the Board of Trustees approve the employment of Dr. Andy Howard as Executive Dean, Planning & Development.

187. It was moved by Mr. Quintero, seconded by Ms. Yanez and carried unanimously that the Board of Trustees approve the employment of Patricia Viramontes as Benefits Specialist.

VIII. CLOSING ITEMS

A. Adjournment

Mr. Camalich adjourned the meeting at 10:10 p.m. The regular meeting of the Board of Trustees will be held on Wednesday, November 10, 2004, 6:30 p.m., Administration Building, Rio Hondo College, 3600 Workman Mill Road, Whittier, California.