I. CALL TO ORDER

A. Call To Order (6:30 p.m.)

Mr. Camalich called the meeting to order at 6:32 p.m.

B. Pledge of Allegiance

Mr. Tom Huffman led the pledge of allegiance.

C. Roll Call

All members present.

D. Open Communication for Public Comment

Mr. Michael Blanco, former Mayor of Alhambra, addressed concerns on the selection of the Construction Management pool.

E. Approval of Minutes – October 13, 2004

It was moved by Mr. Mendez, seconded by Ms. Martinez and carried that the Board of Trustees Accept the Minutes of October 13, 2004 as presented. Motion carried unanimously.

F. Commendations
- Student Award Winners at the Journalism Association of Community Colleges (JACC) Southern California Conference (Gil Puga)
II. CONSENT AGENDA

189. It was moved by Mr. Quintero, seconded by Ms. Yanez and carried that the Board of Trustees approve the Consent Agenda as presented. Motion carried unanimously.

A. PERSONNEL

1. Academic
   a. Employment
      Hourly as Needed, Fall, 2004
      DOYLE, Andrew, Public Safety
   b. Medical Leave
      NIELSON, Heather, Communications & Languages, has requested a 12-week unpaid Family Medical Leave from approximately February 14, 2005 through May 15, 2005

2. Classified
   a. Employment, Regular Classified
      GONZALEZ, Brian, Instructional Assistant, 65%, Communications & Languages, effective October 18, 2004
      SOTO, Christopher, Sr. Instructional Assistant, 48.75%, Learning Assistance Center, effective October 12, 2004
      VANCINI, Rodolfo, Custodian, 45%, Facilities Services, effective October 23, 2004
      The following employees are hired in the designated capacity. Funding is available through June 30, 2005. If continued funding should not be available, appropriate 45-day notice shall be served prior to the end of funding.
      MASCARENAS, Cynthia, Student Services Assistant, 47.5%, College Outreach, effective November 3, 2004
      SERRANO, Yvette, Student Services Assistant, 47.5%, College Outreach, effective October 28, 2004
Continued Employment, Regular Classified

The following employee 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.

DUNCAN, Jan, Sr. Secretary, Foundation Office

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

AGUILAR, Miriam, Business Coordinator, Small Business Development Center

b. Increase in Assignment

MOLINA, Hector, Paraprofessional Tutor, EOP&S, from 37.5% to 47.5%

c. Medical Leave

SILVA, Adriana, Child Care Center, has requested a 12-week unpaid Family Medical Leave effective December 13, 2004.

d. Resignation

KIM-SHEPARD, Ae Young, Clerk Typist III, Vocational Education and Program Development, last day of employment is November 11, 2004.

3. Unrepresented, 2004-2005

a. Employment

Students

CERVANTES, Nichole, Student Actv. CHOU, Shih, Facilities
GIL, Lizet, Project Teach GARITA, Maria, TRIO Programs
HOLGUIN, Desiree, Student Activities KAZANJIAN, Talar, LAC
LOPEZ, Elena, Social Science MATA, Christine, Human Resources
REYES, Mary, TRIO Programs RODRIGUEZ, Ana, Project Teach
ROMERO, Martha, Foster Care SANCHEZ, Kimberly, Evening College
TORRES, Juan, Grounds VASQUEZ, Johana, Social Science

B. FINANCE & BUSINESS

1. Finance & Business Reports

a. Purchase Order Report

b. Payroll Warrant Report
2. **Out-of-State Travel and Conferences**


Maria Romero to attend the Electronic Access Conference (EAC) in Las Vegas, Nevada, November 30-December 3, 2004.

Mike Slavich to attend AIPC/ACTE Conference in Las Vegas, Nevada, December 7-9, 2004.

3. **Renewal of Grant**

   Independent Living Program (IPLP)

4. **Renewal – Revenue Agreement with the State of California Department of Corrections**

5. **Household Hazardous and Electronic Waste Collection and Roundup**

III. **ACTION ITEMS**

A. **FINANCE & BUSINESS**

1. **Revenue Agreement – John Deere Power Systems**

   190. It was moved by Ms. Martinez, seconded by Ms. Yanez and carried unanimously, that the Board of Trustees approve a revenue agreement in the amount of $51,360 with John Deere Power Systems to provide training at Rio Hondo College.

2. **Grants**

   191. It was moved by Mr. Mendez, seconded by Ms. Yanez and carried unanimously, that the Board of Trustees approve the grant funding as outlined below and authorize the Administration to execute contracts on behalf of the District.

   a) IDRC in Medium/Heavy Duty Powertrain Technology Training – Rio Hondo College has received new funding from the California Community Colleges Chancellor’s Office (CCCCO) for an Industry Driven Regional Collaborative (IDRC) in Medium/Heavy Duty Powertrain Technology Training. Rio Hondo will receive $394,121 over the 20-month period of November 2004 – June
2006. The main objective of this project is to expand the already strong Advanced Transportation Technology (ATT) Center at Rio Hondo College to include Medium/Heavy Duty Powertrain technology training for assistance to business, incumbent workers, underemployed persons and students.

b) IDRC in Bioterrorism Training – Rio Hondo has received new funding from the CCCCO for an IDRC in Bioterrorism, Chemical, and Infectious Disease (BCID) Training for $338,483 over the 20-month period of November 2004 – June 2006. The project is a partnership between the Regional Consortiums at Rio Hondo and San Mateo College; Rio Hondo will serve as fiscal agent and lead. The BCID Training Program is specifically targeted at registered nurses and other health staff employed in the Emergency Medicine Departments and other ancillary services at local hospitals.

c) JDIF in Nurse Reentry Training - Rio Hondo has received new funding from the CCCCO for a Job Development Incentive Fund (JDIF) in Nurse Reentry Training for $469,069 over the 20-month period of November 2004 – June 2006. The project is of the San Gabriel Valley Training Group which consists of Rio Hondo, Pasadena City, Citrus, and Mt. San Antonio Colleges. Rio Hondo will serve as the fiscal agent and lead on this project that has a direct impact on the community by enabling reentry nurses to return to active nursing. It will also provide jobs and career ladders for 20 low income workers in the health care industry.

3. Consultant Services

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

a) Maria Alvidrez – to present five 4-hour trainings and workshops to foster parents and caregivers on Teens (11/30/04, 1/15/05, 1/29/05, 2/12/05 and 2/26/05). Payment is not to exceed $700 and will be from the Foster Kindred Care Education-FKCE funds.

b) Lori Switanowski – to present twelve 4-hour workshops to foster youth in the Early Start to Emancipation Preparation Program (January 8, 15, 22, 25, February 5, 19, April 16, 23, 30 and May 7, 14, 21, 2005). Payment is not to exceed $2,100 and will be from the Early Start to Emancipation Preparation-ESTEP funds.
c) Adam Arzate – to present four Planned Parenthood workshops on sexual issues, STD’s, safe sex and provide materials and handouts for youth in the Independent Living Program (November 2004 – July 2005). Payment is not to exceed $460 for four presentations and will be from the Independent Living Program-ILP-B Youth funds.

4. **Resolution Regarding California Department of Education Grant Funding Instructional Materials Agreement**

193. It was moved by Mr. Mendez, seconded by Ms. Yanez and carried unanimously, that the Board of approve the California Department of Education Contract Number FIMS-4289 and Resolution.

5. **Master Plan Architect (MPA) Contract with Pfeiffer Partners, Inc.**

   *This item was moved out of order.*

195. It was moved by Ms. Martinez, seconded by Ms. Yanez and carried that the Board of Trustees approve the Master Plan Architect (MPA) Contract with Pfeiffer Partners, Inc. for a total award not to exceed $320,000 paid out of bond funds and authorize the Administration to execute the contract on behalf of the District. Ms. Montenegro voted no.

6. **Recommendations for Pool of Construction Managers**

   *This item was moved out of order.*

194. It was moved by Ms. Martinez, seconded by Ms. Yanez and carried, that the Board of Trustees approve the recommendation for the Pool of Construction Managers as presented below. Ms. Montenegro voted no.

   C. W. Driver – A large well-experienced contracting and construction management firm with extensive community college and other educational facility project experience, both as contractors and construction managers. This firm has experience with many types of delivery methods, especially with multiple prime contracts.

   Telecu Construction Management – A smaller, local MBE firm with relevant experience in K-12 and community college construction management projects. This firm has been actively involved in promoting scholarships, internships and mentoring programs with several colleges.
Vanir Construction Management – A well established local MBE/WBE firm with extensive experience in K-12 and community college construction management projects. Firm is experienced with multiple prime contracting and other delivery methods.

Pacifica Services – A local mid-sized MBE firm with good experience in K-12 and community college construction management projects. They are experienced with many different construction management delivery methods.

O’Conner Construction Management – A smaller construction management firm with some of their greatest strengths being in cost estimating and constructability reviews. This firm has relevant experience in both construction management and contracting on community college and other educational facilities.

GKK – A local mid-sized MBE firm with good overall experience in community college and K-12 construction management projects

B. PRESIDENT’S OFFICE

1. Revision of Board Policies 6000s (Final Adoption)

195. It was moved by Ms. Martinez, seconded by Mr. Quintero and carried unanimously, that the Board of Trustees approve the revisions of Board Policies 6000’s final adoption.

   6100-Delegation of Authority
   6150-Desigination of Authorized Signatures
   6200-Budget Preparation
   6250-Budget Preparation
   6300-Fiscal Management
   6330-Purchasing
   6340-Contracts
   6345-Bids, Awards, Rejection
   6400-Audits
   6540-Insurance
   6600-Capital Construction
   6620-Naming Building
   6700-Civic Center and Other Facilities Use
   6740-Citizen’s Oversight Committee
   6750-Parking
   6800-Safety
   6900-Bookstore and Food Services
V. INFORMATION ITEMS

1. University of La Verne
2. Building Program Update

VI. STAFF AND BOARD REPORTS

VII. CLOSED SESSION

Mr. Camalich recessed the meeting to Closed Session at 7:50 p.m. The meeting was reconvened at 8:10 p.m. and the following action was reported out of Closed Session:

196. It was moved by Mr. Mendez, seconded by Ms. Yanez and carried unanimously that the Board of Trustees approve the Separation Agreement between the District and Cathy Ruiz and authorized the President/Superintendent to execute the agreement on behalf of the District.

197. It was moved by Mr. Quintero, seconded by Mr. Mendez and carried that the Board of Trustees approve the employment of Alfred Eugene Forrest as Coordinator, Student Health Services.

(Pursuant to Section 54957 of the Government Code)

• PUBLIC EMPLOYEES DISCIPLINE/DISMISSAL/RELEASE
  
• PUBLIC EMPLOYEE APPOINTMENTS
  - Health Services Coordinator

(Pursuant to Section 54957.6)

• CONFERENCE WITH LABOR NEGOTIATOR
  Agency Negotiator: Rose Marie Joyce, Ph.D.
  Employee Organizations: CSEA, RHCFA,

VIII. CLOSING ITEMS

a. Adjournment

Mr. Camalich adjourned the meeting at 8:15 p.m. The next regular meeting of the Board of Trustees will be held on Wednesday, December 8, 2004, 6:30 p.m. (Annual Organizational Meeting), Administration Building, Rio Hondo College, 3600 Workman Mill Road, Whittier, California.