LOCATION: Rio Hondo College Board Room
3600 Workman Mill Road, Whittier CA 90601

MEMBERS PRESENT: Maria Elena Martinez, President
Norma Edith García, Vice President (arrived at 6:12 pm)
Madeline Shapiro, Clerk
Gary Mendez, Member
Angela Acosta Salazar, Member

Julianna Ojeda, Student Member

MEMBERS ABSENT: None

STAFF MEMBERS: Dr. Ted Martinez, Jr., Superintendent/President
Ms. Teresa Dreyfuss, Vice President, Finance & Business
Mr. Henry Gee, Vice President, Student Services
Marie Eckstrom, Academic Senate President
Colin Young, RHCFA President
Ms. Sandy Sandello (Recorder)

A. Call to Order (6:05 p.m.)

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

B. Pledge of Allegiance

Colin Young led the salute to the flag.

C. Roll Call

Norma Garcia reported absent, but later arrived at 6:12 p.m.

D. Approval of Minutes: September 14, 2011

190. It was moved by Ms. Acosta-Salazar, seconded by Ms. Shapiro and carried unanimously to approve the minutes of September 14, 2011.

E. Presentations

- Introduction of Leadership Academy Cohort (Dennyse Clark)
- “IDEAS” Grant (Dr. Robert Holcomb)
- Developmental Education Strategies (Dr. Kenn Pierson)
- Continuing Education (JoAnna Downey)

BOARD OF TRUSTEES: Angela Acosta-Salazar, Gary Mendez, Maria Elena Martinez, Norma Edith García, Madeline Shapiro, Julianna Ojeda, Student Trustee
F. Open Communication for Public Comment – No Comments from the public.

II. CONSENT AGENDA

191. It was moved by Ms. Garcia, seconded by Ms. Acosta Salazar and carried unanimously to approve the following Consent Agenda:

A. FINANCE & BUSINESS

1. Finance and Business Reports

   Approved Purchase Order Report reviewing purchases for the preceding 60 days.

   Approved Payroll Warrant Report for the month of September, 2011.

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

   Approved the following staff members, and those Board Members who could attend in the following educational conferences:

   Monika Acosta, Elizabeth Coria to participate at the Federal Student Aid 2011 Conference in Las Vegas, NV on November 28 – December 2, 2011.

   Elizabeth Avila, JoAnna Downey to participate at the 8th Annual Conference & LERN Conference in New Orleans, LA on November 28 – December 2, 2011.

   Julie Huang to participate at the Global Academy of Business & Economic Research in New York, NY on October 23-27 2011.

   Jan LaTurno to participate at the American Mathematical Association of Two-Year Colleges in Austin, TX on November 10-13, 2011.

   Melissa Rifino-Juarez to participate at the National Organization for Human Services Annual Conference in San Antonio, TX on December 20-22, 2011.

   Jacqueline Wilvers to participate at the Council for Resource Development Annual Conference in Washington, DC on November 9-12, 2011.

3. Acceptance of Donation – Consolidated Fire Protection District of Los Angeles County

   Approved the donation of fifty (50) self contained breathing apparatus (SCBA) and air bottles to the Rio Hondo College Public Safety Department in support of their fire safety programs donated by the Consolidated Fire Protection District of Los Angeles County.
4. **Renewal Agreement – Yosemite Community College District, Child Development Training Consortium (YCCD/CDTC) and the Rio Hondo Community College District**

   Approved the renewal agreement between Yosemite CCD, Child Development Training Consortium and RHCCD. The training serves students who are employees of the state and federally funded agencies as well as those employed by agencies receiving block grant funds. The term of this agreement 11-12-4113 will be the fiscal year 2011-2012. The District is expected to generate up to 850 units of college credit by enrolling students in courses required by the California Commission on Teacher Credentialing to obtain a new or renew a currently held Child Development Permit. The District will be paid $25.00 per enrolled unit of course work which meets the requirements of the Child Development Permit Matrix of child care licensing regulations, in an amount not to exceed $21,250.00.

5. **Rio Hondo Community College District as Fiscal Agent for Workforce Leaders Institute - Cabrillo College**

   Approved Rio Hondo Community College District as Fiscal Agent for Workforce Leaders Institute - Cabrillo College the Regional Consortia Grant requires that Rio Hondo Community College District provide Workforce Leaders Institute to plan and offer Statewide Workforce Leaders Institute with required contributions from the 7 Regional Consortia. The purpose of this agreement is to establish authority, for Rio Hondo Community College District as fiscal agent, to bill Cabrillo College their portion of the Workforce Leaders Institute. Cabrillo College agrees to pay $9,464.00. The term of this agreement is through June 30, 2012.

6. **Continuing Education**

   a. **John Alvarez – To instruct “Bachata Dance” –** Students will learn the basics of Bachata dance history and the progression of the music to modern styles. Students will be practicing footwork, how to count beats, and how to lead and follow. Dates of service will be from October 12, 2011 - June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

   b. **Craig Fucile – To instruct “Digital Photography” –** Students will learn how to get accurate focus, set white balance, adjust exposure, control sharpness and use the lens to get better photographs of subjects. Learn about f-stops, megapixels, jpeg and raw files. Dates of service will be from October 13, 2011 - June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

   c. **Tonie Mills – Students will learn how to start buying their first sewing supplies and class ends with the finishing touches on their garment.** This class will help you get comfortable with a sewing machine or to help you expand your sewing skills. Dates of service will be from October 13, 2011 - June 30, 2012.
Payment will be split 60% to Rio Hondo and 40% to the consultant.

d. Akemi Welsh – To instruct “Tahitian Drumming” – Students will learn the ancient art of Tahitian drumming. Learn simple music theory, timing, traditional drum patterns. This is a basic course designed for beginners. Dates of service will be from October 12, 2011 through June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

e. Ronald Wayne Williams – “Make $3k-$8k on the Auto Wholesale Business From Home!” – Make money buying & selling wholesale cars from home, or simply buy cars for your friends, family or yourself at wholesale prices! A step-by-step guide on how to get a DMV auto dealer license and operate a profitable used car business! You will learn how and where to buy at wholesale prices and sell at retail for very good profits. A free list of all the dealer only auctions in the USA will be given. DMV approved course. Dates of service will be from October 12, 2011 – June 30, 2012. Payment will be split 60% to Rio Hondo and 40% to the consultant.

B. PERSONNEL
1. Academic
   a. Employment
      Part-time, Fall 2011
      GANCHI, Sheetal, Physical Education
      Hourly as Needed, 2011-2012
      *CAUBLE, James, Public Safety
      *CHAN, Alexander, Public Safety
      LAU, Kent, Public Safety
      *OCELLO, Ronald, Public Safety
      YAMATE, Chris, Public Safety

      Special Assignment, Fall 2011
      The following instructors will be paid a $500 stipend each for the First Year Experience Program:
      HUINQUEZ, Jorge, Counseling
      OKELBERRY-GONZALEZ, Lydia, Math
      PATASSI, Matthew, Math
      PICHARDO, Dorali, Counseling

      The following instructors will be paid a stipend for participating in the Fast Track Accelerated Learning Program:
      CASCELLA, Henry, Comm. /Languages (ENGL 035/035W) - $500
      (ENGL101) - $500
      GASPAR, Georgia, Comm. /Lang (READ 023) - $500

2. Classified
   a. Employment
      Regular Classified
RUSH, Steven, Custodian, Facilities Services, 100%, 12 months, effective October 3, 2011

VALVERDE, Thomas, Custodian, Facilities Services, 100%, 12 months, effective September 30, 2011

Substitute, 2011-2012

BATEMAN, Carissa, Clerk Typist III, Cal WORKS, effective September 19, 2011

FRIAS, Luis, Custodian, Facilities Services, effective September 28, 2011

*(minimum qualification equivalency established pursuant to CP 5165)

GALVEZ, Everado, Clerk Typist III, Financial Aid, effective October 3, 2011

VALDEZ, Juvencio, Grounds Maintenance Worker, Facilities Services, effective September 28, 2011

b. Increase In Assignment

JOHNSTON, Corinne, Admissions & Records Assistant, 47.5% to 100%, effective October 3, 2011

The following employee is hired in the designated capacity with dedicated funding through June 30, 2012. If continued funding should not be available, 45-day notice shall be served

BURDETT, Kathy, Clerk Typist III, Career Technical Education, 40% to 100%, 11 months, effective September 12, 2011; 50% in Career Technical Education and 50% in Mathematics and Sciences (S3STEM)

c. Resignation

FIGUEROA, Fabiola, Clerk Typist III, Cal WORKS. Her last day of employment was September 23, 2011

SALAZAR, Doreen, Children’s Center Aide, Child Development Center. Her last day of employment was September 15, 2011

VILLAGRAN, Deloris, Children’s Center Aide, Child Development Center. Her last day of employment was September 23, 2011

d. Retirement

MIOVSKY, Delmira, Evaluations Technician, Admissions & Records. Her last day of employment is December 30, 2011

3. Unrepresented, (AP 7130), 2011-2012

a. Employment

Hourly

CASTILLO, Kevin, Tutor II, Basic Skills  DIAZ, Maria, Tutor II, Basic Skills
HUANG, Angela, Tutor II, LAC  LASSITER-CAMPOS, Shawndra, LASSITER, Awndrea, Tutor II, Basic Sk. Tutor II, Basic Skills
III. ACTION ITEMS
A. FINANCE & BUSINESS
   1. Consultants

   192. It was moved by Mr. Mendez, seconded by Ms. Garcia and carried unanimously to approve the following Consultants:

   a. Lanny Brown - To assist the Dean of Public Safety to coordinate Police Academy programs and activities internally with faculty and staff as well as externally with outside agencies. The cost of service is not to exceed $11,560.00 per month from General Fund with duration of service from October 15, 2011 up to June 30, 2012 on the "as needed" basis.

   b. Lorena Moran – To Present Foster/Kinship Care Education workshops/classes on topics such as the Possibility of Reunification; Permanency Options for Caregivers; Successfully Working with County Social Services; Allegations; Human Sexuality Issues; Building Positive and Successful Relationships with Birth Parents and Visitations; Emancipation; Prenatal Drug/Alcohol Exposure; Child Abuse and Concurrent Planning; Grief and Loss and other related topics in foster care and parenting. Dates of service from
November 1, 2011 - June 30, 2012. Payment is not to exceed $1,500.00 from Foster Kinship Care Education (FKCE).

c. Angela Roddeck – To assist Human Resources Department of assign tasks on the “as needed” basis. Payment not to exceed $5,000.00 from General Fund.

2. Surplus Property – Autos – Consignment to Auction House

It was moved by Mr. Mendez, seconded by Student Trustee Ojeda and carried unanimously to release the following surplus property as consignment to an auction company for sale and disposal as the vehicles are obsolete and no longer needed by the college. This equipment is of insufficient value to defray the cost of arranging a sale.

<table>
<thead>
<tr>
<th>Year</th>
<th>Make</th>
<th>Model</th>
<th>Vehicle Identification Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>1999</td>
<td>Ford</td>
<td>Crown Victoria</td>
<td>2FAFP71W3XX211308</td>
</tr>
<tr>
<td>1999</td>
<td>Ford</td>
<td>Crown Victoria</td>
<td>2FAFP71W2XX105545</td>
</tr>
<tr>
<td>1999</td>
<td>Ford</td>
<td>Crown Victoria</td>
<td>2FAFP71WXXX105549</td>
</tr>
<tr>
<td>1999</td>
<td>Ford</td>
<td>Crown Victoria</td>
<td>2FAFP71W1XX211307</td>
</tr>
<tr>
<td>1999</td>
<td>Ford</td>
<td>Crown Victoria</td>
<td>2FAFP71WXXX211306</td>
</tr>
<tr>
<td>1999</td>
<td>Ford</td>
<td>Crown Victoria</td>
<td>2FAFP71W4XX105546</td>
</tr>
</tbody>
</table>

3. Surplus Property – Autos for Rio Hondo College Fire Academy

It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously to identify the following vehicles as surplus. After approval by the Board, the fire academy Extraction Training program plans to cut these vehicles apart and set them on fire in support of the program.

<table>
<thead>
<tr>
<th>Year</th>
<th>Make</th>
<th>Model</th>
<th>Vehicle Identification Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>1987</td>
<td>Chevrolet</td>
<td>Caprice</td>
<td>1G1BL5166HA150855</td>
</tr>
<tr>
<td>1984</td>
<td>Chevrolet</td>
<td>Impala</td>
<td>1G1AL6960EX161798</td>
</tr>
<tr>
<td>1983</td>
<td>Chevrolet</td>
<td>Malibu</td>
<td>1G1AW69H8DR268996</td>
</tr>
<tr>
<td>1989</td>
<td>Chevrolet</td>
<td>Caprice</td>
<td>1G1BL5172KR229957</td>
</tr>
<tr>
<td>1993</td>
<td>Chevrolet</td>
<td>Caprice</td>
<td>1G1BL5370PR135046</td>
</tr>
<tr>
<td>1985</td>
<td>Dodge</td>
<td>Diplomat</td>
<td>B3BG26S0FX683439</td>
</tr>
<tr>
<td>1985</td>
<td>Dodge</td>
<td>Diplomat</td>
<td>B3BG26S7FX683440</td>
</tr>
<tr>
<td>1988</td>
<td>Dodge</td>
<td>Diplomat</td>
<td>B3XG26S4JW177309</td>
</tr>
</tbody>
</table>

4. Surplus Property – Large Format Copier

It was moved by Ms. Garcia, seconded by Ms. Acosta-Salazar and carried unanimously that the Board of Trustees has identified a large format copier as surplus and no longer needed for its operations. Because the copier is non-functional and the repair costs are too high to bring it back into operation. Value of this copier is estimated less than $5,000. The copier is recommended for consignment to an auction company for sale and disposal as it is obsolete and no longer needed by the college. The item is of insufficient value to defray the cost of arranging a sale.
5. **Revenue Agreement – Educational Partnership with American Home Inspectors Training Institute**

   It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously that the Board of Trustees approve revenue agreement with American Home Inspectors Training Institute and authorized the Administration to sign the appropriate documents on behalf of the District.

6. **California Department of Education Grant Funding Facilities Renovation and Repair with Resolution**

   It was moved by Ms. Acosta-Salazar, seconded by Ms. Garcia and carried unanimously that the Board of Trustees approve California Department of Education Agreement CRPM-1033 and resolution funding facilities renovation and repair for the Child Development Program in the amount of $19,998.00 and authorized the Administration to execute the appropriate documents on behalf of the District.

7. **Emergency Resolution #101111 – Chiller Motor Repair – EMCOR Services**

   It was moved by Mr. Mendez, seconded by Ms. Garcia and carried unanimously to Declare an emergency immediate repair of a 704HP motor at Chiller #2 by EMCOR Services, not to exceed $26,640.00 from Bond Funds and authorized the administration to execute the Los Angeles County Office of Education Emergency Resolution form to acquire the approval of the superintendent of schools.

8. **Health Workforce Initiative Grant – Butte-Glenn Community College District**

   It was moved by Ms. Garcia, seconded by Ms. Acosta-Salazar and carried unanimously that the Board of Trustees approve the grant 11-161-001 for the Health Workforce Initiative program, from Butte-Glenn Community College District in an amount not to exceed $50,000.00 and authorized the Administration to execute the appropriate documents on behalf of the District.

9. **South Whittier Educational Center Office – Installation of Data Cables**

   It was moved by Mr. Mendez, seconded by Ms. Shapiro and carried unanimously that the Board of Trustees approve the award of a contract to CableMasters for installation of data cables in the amount
of $5,015.24 from Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

10. **PE Complex – Purchase of Metal Panels – Garland Company**

   201. It was moved by Ms. Acosta-Salazar, seconded by Ms. Shapiro and carried unanimously that the Board of Trustees approve the purchase of metal panels for the PE complex Building for a total amount of $43,846.00 through CMAS contract from State and Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

11. **Administration of Justice Building – Contract Modification #5, Quatro Design Group**

   202. It was moved by Mr. Mendez, seconded by Ms. Garcia and carried unanimously that the Board of Trustees approve the increase to the contract value of Quatro Design Group for additional design services in the amount of $19,655.00 for a revised total contract amount of $1,032,095.00 from Bond Funds, and the District Administration and Program manager will pursue the claim reimbursement to recover the cost of $19,655.00 with Diffenbaugh’s Surety Company, Liberty Mutual. The Board also authorized the Administration to execute the appropriate documents on behalf of the District.

12. **Administration of Justice Building Project – Contract Amendments for Inspection and Testing**

   203. It was moved by Ms. Garcia, seconded by Student Trustee Ojeda and carried unanimously that the Board of Trustees approve an increase in the Program Inspection and Testing budget to $3,947,797.06 which will allow an increase of KKCS’ contract in the amount of $25,657.06 and AMEC’s contract in the amount of $14,657.06 and the District Administration and Program manager will pursue the claim reimbursement to recover the cost of $39,857.06 with Diffenbaugh’s Surety Company, Liberty Mutual. The Board also authorized the Administration to execute the appropriate documents on behalf of the District. For the Administration of Justice project, these contracts are paid with Bond Funds.

13. **Substantial Completion of Bid #1141 – South Whittier Educational Center – Tobo Construction, Inc.**

   204. It was moved by Mr. Mendez, seconded by Ms. Shapiro and carried unanimously that the Board of Trustees approve the substantial completion of the work performed under Bid #1141 and authorized the filing of a Notice of Completion with the Los Angeles County Recorder.
14. **Administration of Justice Building – Instructor Work Stations – Exact Furniture**

205. It was moved by Mr. Mendez, seconded by Ms. Garcia and carried unanimously that the Board of Trustees approve the procurement of eight (8) Aristotle instructor workstations from Exact Furniture for the Administration of Justice Building in an amount not to exceed $15,342.00 to be paid from Bond funds and authorized the administration to execute appropriate documentation on behalf of the District.

IV. **INFORMATION ITEMS**
1. Building Program
2. Acceptance of Accreditation Mid-Term Report

V. **STAFF AND BOARD COMMENTS**

VI. **CLOSED SESSION**

Ms. Martinez recessed the meeting to Closed Session at 8:20 p.m. No action was reported out.

*Pursuant to Section 54956.8:*
- CONFERENCE WITH REAL PROPERTY NEGOTIATOR
  - 11515 S. Colima Road, Whittier, California
  - 3017 Tyler Avenue

*Pursuant to Section 54956.9*
- CONFERENCE WITH LEGAL COUNSEL – Anticipated Litigation (3 Cases)

*Pursuant to Section 54957.6*
- CONFERENCE WITH LABOR NEGOTIATOR
  - Agency Negotiator: Teresa Dreyfuss
  - Employee Organization: CSEA, RHCFA

*Pursuant to Section 54957*
- PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE

VII. **ADJOURNMENT**

- Date of Special Board Meeting, Wednesday, October 26, 2011, 4:00 p.m.
- Regular Meeting – November 9, 2011, 6:00 p.m.