I. CALL TO ORDER

A. Call to Order

Ms. Garcia called the meeting to order at 6:02 p.m.

B. Pledge of Allegiance

Ms. Pacheco led the pledge of allegiance.

C. Roll Call

All Board members reported present with the exception of Mr. Mendez and Ms. Santana who later arrived at 6:10 p.m.

D. Approval of Minutes: February 8, 2017

39. On motion of Ms. Shapiro, seconded by Ms. Pacheco, the Board voted unanimously by vote of all four members present [Garcia, Pacheco, Santana and Shapiro.] to approve the minutes of February 8, 2017.

Student Trustee Advisory vote was aye.
Ms. Santana arrived at this point of the meeting.

E. Open Communication for Public Comment

None.

F. Presentations
   • Sabbatical Leave (Margaret Griffith)

II. CONSENT AGENDA

40. On motion of Ms. Pacheco, seconded by Ms. Santana, the Board voted unanimously by vote of all four members present [Garcia, Pacheco, Santana and Shapiro,] to approve the following Consent Agenda.

Student Trustee advisory vote was aye.

A. FINANCE & BUSINESS
   1. Finance and Business Reports

   2. Authorization for Out of State Travel & Conferences
      Approved the following staff members and Board members who could attend in the following educational conferences:

      Jeannie Liu to participate at the Teacher’s of Accounting at Two Year Colleges (TACTYC) 2017 Conference in Austin, TX on May 18-20, 2017.

      Gail Biesemeyer to participate at the National Student Nursing 65th Annual Convention in Dallas, TX on April 5-8, 2017.

      Barbara Salazar and Laura Garcia to participate at the 9th Annual Alliance of Hispanic Serving Institution Educators (AHSIE) at UNLV in Las Vegas Nevada on April 8-12, 2017.

      Julius B. Thomas to participate at the National Education Association (NEA) – National Higher Education Conference in Dallas, TX on March 16-19, 2017.

   3. Approve Facilities Use Agreement – Exponent Failure Analysis Associates
      Exponent Failure Analysis Associates (Exponent) requires the use of the Rio Hondo College – Santa Fe Springs Public Safety Training Center (District) for conducting small scale fire testing and ignition of 5 ml. to 500 ml. flammable fluids.

      Exponent agrees to pay the District:
o $500.00 per day for use of the asphalt/concrete pad area
o $350.00 per day for standby fire/water truck
o $110.00 per hour for a standby firefighter

The term of the agreement is from March 9, 2017 through March 8, 2019.

The Board of Trustees approved the Facilities Use Agreement with Exponent and authorized the Administration to execute the appropriate documents on behalf of the District.

4. **Approve Burglar Alarm System – D & S Security**

The Rio Hondo College – Santa Fe Springs Public Safety Training Center has selected D & S Security to install a burglar alarm system in its location and to provide monitoring services.

Cost Breakdown:

Burglar Alarm System (Supply & Installation) - $9,900.00
Annual Monitoring Services - $600.00 ($50 per month X 12 months)

Total cost not to exceed $11,700.00 to be paid from Bond Funds and term to commence March 9, 2017 through March 8, 2018.

The Board of Trustees approved the installation of a burglar alarm system and provision of monitoring services from D & S Security at an amount not to exceed $11,700.00 to be paid from Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

5. **Approve Community Training Site Agreement – American Heart Association (AHA) Training and Certification – National Protection & Safety Consulting (NPSC)**

The Rio Hondo College Public Safety Fire Training Facility Center (District) recommended establishing an agreement with National Protection and Safety Consulting (NPSC), for the District to be a training site for Advance Cardiac Life Support (ACLS) Courses and Pediatric Life Support (PALS) Community Training Center (CTC) and to print American Heart Association (AHA) certification cards on site. This agreement is at no cost to the District. The term is from March 1, 2017 through February 28, 2019.

The Board of Trustees approved the agreement with National Protection & Safety Consulting as presented above and authorized the Administration to execute appropriate documents on behalf of the District.

6. **Agreement: Implementation of Soft Skills Train-the-Trainer Workshops – Butte College**

The Career & Technical Education (CTE) Department is requested the services of Butte Glenn Community College District to conduct a workshop on Implementation of a Soft Skills Train-the-Trainer Workshop. Health Workforce Initiative (HWI), hosted by Butte Glenn Community College District has developed this modular instruction based on input from hospitals and health care industry partners. They will bring the curriculum for implementation at health care
facilities to the Los Angeles County region. Shawn Volland from Butte Glenn Community College District will conduct the workshops.

The implementation of the Soft Skills Train-the-Trainer Workshop will be held on April 6, 2017 and repeated on April 7, 2017 at the Quiet Cannon, 901 Via San Clemente, Montebello, CA. 90640, to be paid from the Health Deputy Sector Navigator Grant Fund from the CA Community College Chancellor’s Office. Expenses incurred related to conducting the workshop will be paid upon receipt of an invoice from Butte Glenn Community College District and shall not exceed $6,500.00.

The Board of Trustees approved the agreement with Butte Glenn Community College District in the amount not to exceed $6,500.00 to be paid from Health Deputy Sector Navigator Grant and authorized the Administration to execute the appropriate documents on behalf of the District.

7. **Payroll Warrant – Jordan D. Huynh**

Payroll Warrant dated August 5, 2014 issued to Jordan D. Huynh in the amount of $635.29 is a Stale Dated Warrant.

Jordan D. Huynh is requesting the District to issue a replacement warrant. Board approval is necessary in order to issue a replacement warrant based upon L.A. County Education Procedures.

The Board of Trustees approved the replacement Warrant for Jordan D. Huynh in the amount of $635.29.

8. **Award Contract for Audit Services – RFP#2054 – Vavrinek, Trine & Day, LLP**

The District requested proposals for Audit Services RFP # 2054 on January 25, 2017. The solicitation was posted on the District website. The deadline for submitting a proposal was February 15, 2017. Six (6) proposals were received and two (2) declined to submit their proposals. The six (6) proposals are summarized below:

<table>
<thead>
<tr>
<th>Public Accounting Firm</th>
<th>District Audit Bid</th>
<th>Bond Audit Bid</th>
<th>Total Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vavrinek, Trine &amp; Day, LLP</td>
<td>$127,500.00</td>
<td>$10,500.00</td>
<td>$138,000.00</td>
</tr>
<tr>
<td>Cossalias Wilson Dominguez Leavitt, LLP</td>
<td>$134,964.00</td>
<td>$10,500.00</td>
<td>$145,464.00</td>
</tr>
<tr>
<td>Crowe Horwath LLP</td>
<td>$154,500.00</td>
<td>$11,500.00</td>
<td>$166,000.00</td>
</tr>
<tr>
<td>Vicenti Lloyd &amp; Stutzman</td>
<td>$168,000.00</td>
<td>$27,000.00</td>
<td>$195,000.00</td>
</tr>
<tr>
<td>Vasquez &amp; Company LLP</td>
<td>$227,371.00</td>
<td>$9,669.00</td>
<td>$237,040.00</td>
</tr>
<tr>
<td>Christy White &amp; Associates Accountancy Corp.</td>
<td>$205,759.00</td>
<td>$37,368.00</td>
<td>$243,127.00</td>
</tr>
</tbody>
</table>

Staff recommends awarding a three-year (3) contract with an option for two (2) year annual renewals for Audit Services (District and Bond) to Vavrinek, Trine & Day, LLP for fiscal years 2016/17 through 2018/19 in the amount not to exceed
$142,800.00 ($127,500.00 from the General Fund and $15,300.00 from the Bond Fund).

The Board of Trustees approved the award to Vavrinek, Trine & Day, LLP for Audit Services in an amount not to exceed $142,800.00 ($127,800.00 from the General Fund and $15,300.00 from the Bond Fund) and authorized the Administration to execute the appropriate documents on behalf of the District.

9. Master Agreement: Strong Workforce Program (Los Angeles County Region) Rancho Santiago Community College District

Rio Hondo Community College (District) has been selected as one of the Sub-Recipients of the Strong Workforce Program, of which Rancho Santiago Community College District (RSCCD) is the Fiscal Agent.

The Master Agreement was based in the Strong Workforce Program Agreement between the Fiscal Agent and the California Community Colleges Chancellors' Office (Prime Sponsor) which is supported by Strong Workforce Program – Regional Fund allocations disbursed in 2016/2017, 2017/2018 and 2018/2019.

The District was awarded approximately $2 million out of the $18 million allotted for the Los Angeles County Region.

Term is from July 1, 2016 – June 30, 2020.

The Board of Trustees approved the Master Agreement with Rancho Santiago Community College District and authorized the Administration to execute the appropriate documents on behalf of the District.

10. Grant Award from the City of Santa Fe Springs – “GO-RIO”

In November of 2015, the City of Santa Fe Springs approved $2,703.40 to subsidize the “GO RIO” bus pass program. The 2015-16 year was the first year that Rio Hondo College was awarded a grant from the City of Santa Fe Springs.

A Santa Fe Springs city official just confirmed with staff that the City is again interested in subsidizing the “GO RIO” bus pass program in the current 2016-17 year for the same amount of funding that was approved last year. The same paperwork that was completed in 2015-16 has been prepared for the current 2016-17 year.

College officials will invoice the City of Santa Fe Springs in the amount of $2,703.40 so that the funding will help offset expenses incurred during the 2016-17 year.

The Board of Trustees approved the $2,703.40 Grant from the City of Santa Fe Springs for the purpose of subsidizing the “GO RIO” program and authorized the Administration to execute the appropriate documents on behalf of the District.

11. Amendment and Extension of MOU: The California Community Colleges Online Education Initiative – Foothill – De Anza Community College District

On January 14, 2015, the Board of Trustees approved the agenda for the Memorandum Of Understanding (MOU) for Foothill – De Anza Community College District for the Rio Hondo Community College’s (College) participation with the Online
Education Initiative (OEI) [Item II.A.10].

The Amendment and Extension is issued to change the following in the MOU:

1. As a member of the Exchange Staging Group, Rio Hondo College District agrees to provide input into future development of reciprocity agreements. Rio Hondo recognizes that offering courses in the Exchange is contingent on adoption of Exchange College Reciprocity Agreements as may be amended with input from the Exchange Staging Group colleges and adopted by vote of the OEI Consortium.

2. The Exchange Staging Group will commence with online registration activities to pilot the Exchange mechanism beginning in Spring 2017 for courses beginning in Fall 2017. The pilot phase of the Exchange is anticipated to expire following the Fall 2017 academic term.

3. Continued participation in the OEI Consortium following the expiration of the pilot phase of the Exchange (end of Fall 2017) will be predicated on implementation of the Canvas CCMS as Rio Hondo’s sole online course management system and execution of the Institutional Participation Agreement from Instructure.

4. Rio Hondo agrees that failure to provide courses to the Exchange may result in termination of the MOU and cessation of participation in the OEI Consortium and pilot activities.

5. Upon cessation of participation in the OEI Consortium, Rio Hondo is no longer eligible to receive Consortium-level OEI-funded resources. Rio Hondo shall continue to be eligible to receive resources otherwise provided to all California Community Colleges that are not members of the OEI Consortium. FHDA and OEI agree to work with Rio Hondo to develop a reasonable timeframe for removal of funding for OEI Consortium-level resources. Such a timeframe developed by FHDA shall not extend later than the end of the fiscal year in which the District ceases participation in the OEI Consortium.

The Board of Trustees approved the Amendment and Extension of MOU with Foothill – De Anza Community College District and authorized the Administration to execute the appropriate documents on behalf of the District.

12. Approve Agreement: Technical Consulting Service – Department of Toxic Substance Control (DTSC)

Rio Hondo Community College District owns a property located at 11400 Shoemaker Avenue, Santa Fe Spring, CA 90670. This is the site for the District’s Public Safety Fire Training Facility.

The District’s property is beside another property owned by Panattoni Development Company Inc. (Developer) that has contaminated soil. The Developer agreed to repair the south property line at their cost and waterproof the District side of the new block wall fence that will be constructed between the two (2) properties.
This will also require technical consulting services for the preparation of land use covenant for the District property and the District would like to engage the Department of Toxic Substance Control (DTSC) to provide such service in the amount not to exceed $3,745.00 to be paid from Bond Funds.

The Board of Trustees approved the agreement with DTSC in the amount not to exceed $3,745.00 and paid from Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

13. **Budget Augmentation – Faculty and Classified**

Through the annual planning process during the 2016-2017 year, faculty positions were ranked from the faculty resource allocation requests by the Faculty Staffing Committee. Three Faculty positions in the following Divisions as well as one Classified position were recommended for funding from Unrestricted General Fund.

<table>
<thead>
<tr>
<th># of Positions</th>
<th>Division</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Communications-Sign Language</td>
</tr>
<tr>
<td>1</td>
<td>Math &amp; Science-Biology</td>
</tr>
<tr>
<td>1</td>
<td>Math &amp; Science-Math</td>
</tr>
<tr>
<td>1</td>
<td>Facilities-Custodian</td>
</tr>
<tr>
<td></td>
<td>Total Cost $360,000</td>
</tr>
</tbody>
</table>

The Board of Trustees approved additional Budget Augmentation as outlined above and authorized the Administration to execute the appropriate documents on behalf of the District.

14. **Award Contract: RFP No. 2051 – Central Plant Recommission Study – kW Engineering, Inc.**

The District requested proposals for the Central Plant recommission Study RFP # 2051 on October 21, 2016. The solicitation was posted on the District website. The deadline for submitting a proposal was December 2, 2016. Four (4) firms attended the pre-proposal conference and four (4) proposals were received, as summarized below:

<table>
<thead>
<tr>
<th>Bidder</th>
<th>Bid Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>kW Engineering Inc.</td>
<td>$52,387.00</td>
</tr>
<tr>
<td>TRC Energy Services</td>
<td>$75,000.00</td>
</tr>
<tr>
<td>Newcomb, Anderson, McCormick Energy Engineering and Consulting</td>
<td>$84,150.00</td>
</tr>
<tr>
<td>IDS Group Integrated Design Services</td>
<td>$91,095.00</td>
</tr>
</tbody>
</table>

Staff recommends awarding the contract for the Central Plant recommission Study RFP # 2051 to kW Engineering Inc. in the amount not to exceed $52,387.00 to be paid from Proposition 39 Funds.
The Board of Trustees approved the award of contract to kW Engineering Inc. in the amount not to exceed $52,387.00 to be paid from Proposition 39 Funds authorized the Administration to execute the appropriate documents on behalf of the District.

15. **Approve Vehicle Donation – City of South Pasadena – 2001 Ford Road Rescue Ambulance**

The City of South Pasadena has offered to donate a 2001 Ford Road Rescue Ambulance vehicle to Rio Hondo Fire Academy.

<table>
<thead>
<tr>
<th>Year</th>
<th>Model</th>
<th>VIN</th>
<th>Mileage</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>Ford Road Rescue</td>
<td>1FDXE45F41HB00248</td>
<td>66,525</td>
</tr>
</tbody>
</table>

It is estimated that the auction value of this vehicle is $2,500.00.

Staff recommend acceptance of the vehicle to support Emergency Medical Technician (EMT) and Fire Programs for Emergency Medical Services (EMS) Operations Training at the Rio Hondo Fire Academy.

The Board of Trustees accepted donation of a 2001 Ford Road Rescue Ambulance vehicle from the City of South Pasadena to support EMT and Fire Programs for EMS Operations Training at the Rio Hondo Fire Academy.

16. **Fire Alarm System for the Soccer Field Restroom Building Project – GS Fire Technology, Inc.**

The new restroom building has now been completed, The Division of the State Architect is requiring that a fire alarm system be installed for the new restroom building prior to occupancy. The Program Management team received two proposals from fire alarm contractors; GS Fire Technology, Inc. $7,600.00 and JEC Electric $11,500.00.

The proposals have been reviewed by the Program Management staff and the College Administration and recommend GS Fire Technology’s proposal in the amount not to exceed $7,600.00 for Board Approval.

The Board of Trustees approved the proposal for a new fire alarm system from GS Fire Technology in the amount of $7,600.00 for the Soccer Field Restroom Building Project from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

17. **Additional Scope and Additional Fees for Design Services for Beam Replacement Firing Range Project – Integrated Design Services (IDS) Group**

On March 12, 2014, the Board of Trustees approved IDS Group to Design the Beam replacement at the Pistol Range project to prepare construction drawings and specifications suitable to submit to the Division of State Architect (DSA) for review and approval in the amount not to exceed $13,965.00. During the review of the initial beams to be replaced it was discovered that additional beams need to be replaced along with roofed sections and several areas of concrete masonry walls and curbs. After all damaged areas were addressed, the drawings were completed and submitted to DSA for review and approval. During DSA’s review,
DSA requested other items from previous projects in this area be addressed in order to achieve DSA approval. IDS Group was able to address all items that DSA requested and were able to achieve DSA approval for the project. Additional fees, are now required for the efforts made by IDS Group to address additional items other than what they were previously approved for, the additional fee also includes for Bidding support, Construction Administration and Closeout services in the amount not to exceed $9,700.00 for a revised contract amount of $23,665.00.

IDS Group proposed fee has been reviewed by the Program Management and College Administration and found to be appropriate for the additional scope required.

The Board of Trustees authorized an increase to the contract value of IDS Group, for additional design services in the amount not to exceed $9,700.00 for a revised total contract amount of $23,665.00 from State Scheduled Maintenance Funds and authorized the Administration to execute appropriate documents on behalf of the District.

18. **Approve Revenue Agreement: Spent Brass Ammunition Casing Salvage – Ammo Brothers**

The Public Safety Department requires removal and disposal of spent/used brass ammunition casings from the weapons firing range.

Ammo Brothers will pay the District $900.00 for each 55-gallon drum of spent/used brass ammunition casings during the period January 1, 2017 through December 31, 2017.

The Board of Trustees approved the revenue agreement with Ammo Brothers as summarized above and authorized the Administration to sign the appropriate documents on behalf of the District.

19. **Consultants**

Approved the following Consultants:

a. Virginia Espino – To present and facilitate a discussion on a documentary film called No Mas Bebes. Date of service: March 15, 2017. Cost not to exceed $1,500.00 from Student Equity.

b. Armando M. Rivera-Figueroa – To provide faculty mentor training that will consist of four (4) meetings during the Spring Semester, exact dates to be determined. Cost not to exceed $2,000.00 from MESA Grant.

c. Milton Randle – To provide Academic coaching-enhancement and encouraging college student success (STEM, in particular) through the focus upon academic, professional and personal development skills. Student Seminar Series for Spring 2017 (dates to be determined). Cost not to exceed $2,500.00 from MESA Grant.
B. PERSONNEL

1. Academic
   a. Employment

   Special Assignment, Spring 2017

   The following instructors will be paid a $400 stipend (up to a maximum of $800), paid out of the Teacher Preparation Pipeline (TPP) Grant, upon completion of the requirements of the mentor program:

   ESQUIVEL, Ray, Math/Science
   HSIAO, Jupei, Math/Science
   LONDON, Daniel, CTE

   Part Time Instructors, Spring 2017

   Continuing Education/Adult Education Block Grant

   LEE, Charlene Jin

   Health Science and Nursing

   OLMOS, Olivia
   QUINTERO, Gladys

   Math and Sciences

   MARTINEZ, Ronald

   Hourly as Needed, 2016-2017

   Counseling

   MARTINEZ, Arianne

   Student Health and Psychological Services

   VILLAFUERTE, Thomas, School Nurse

   b. Family Care and Medical Leave

   DE LA MORA, Martha, Counselor in Counseling and Student Success, has requested a 12-week Family Care and Medical Leave, effective February 6, 2017

   c. Retirement

   KOELLE, Stephen, Full-Time Reading Instructor, Communications and Languages. His last day of employment will be May 25, 2017 with his first day of retirement being May 26, 2017.

   d. Academic Rank

   The Academic Rank Committee of the Academic Senate has met to review the applications for Faculty for Advancement in Academic Rank. The applications for advancement in academic rank are in compliance with the Academic Rank policy and have been verified by staff in the Office of Human Resources:
2. Evaluation of Academic Employees

At the Board of Trustees meeting on February 8, 2017, the Board of Trustees received statements and recommendations from the Superintendent/President regarding evaluations for first, second, and third contract employees.

At this time the Board of Trustees must make a decision on the re-employment of these contract employees:

a. Re-employment of Academic Employees:

1) First Contract Employees

   It is recommended by the Superintendent/President that the following employees be re-employed pursuant to Education Code 87608 as second contract employees for the 2017-2018 academic year:

   Kevin Barman Behavior & Social Science
   Tammy Camacho EOP & S
   Ryan Carey Public Safety
   Wendy Carrera Communications & Languages
   Rose Gaw DSPS
   Erin Irwin Mathematics
   Bonnilee Kaufman DSPS
   Jose Lara Counseling
   Angelica Martinez Counseling
   Gerson Montiel Mathematics
   Farrah Nakatani Career & Technical Education
   Eric Olson Career & Technical Education
   Elizabeth Ramirez Counseling
   Mutsuno Ryan Mathematics
   Stephen Smith Kinesiology, Dance & Athletics
   Erin Stevens-Gandara Arts & Cultural Programs
   David Tieu Counseling
   Grant Tovmasian Communications & Languages
2) **Second Contract Employees**

It is recommended by the Superintendent/President that the following second contract employees be re-employed pursuant to Education Code 87608.5 as third contract employees for the following two academic years 2017-2018 & 2018-2019;

- Janet Cha, Business
- Maribel De Leon, Counseling
- Kellori Dower, Arts & Cultural Programs
- Laura Garcia, Counseling
- Alexander Gardos, Arts & Cultural Programs
- Jose Gutierrez, Counseling & Student Success
- Yunior Hernandez, Counseling & Student Success
- Jupei Hsiao, Mathematics
- Sean Hughes, Career Technical Education
- Ea Madrigal, Behavioral & Social Science
- Abbie Perry, Behavioral & Social Science
- Joseph Rhee, Physical Science
- Viviana Villanueva, Counseling & Student Success
- Irene Vu, Counseling & Student Success

3. **Classified**

a. **Employment, 2016-2017**

**Regular Classified**

MUNOZ, Magdalena, Student Activities Assistant, Student Life and Leadership, 100%, 12 months, effective February 16, 2017

The following employee is being hired in the designated capacity with dedicated funding through June 30, 2017. If continued funding should not be available, 30-day notice shall be served:

BENAVIDES, Bryan, Student Services Assistant, Outreach and Educational Partnerships, 100%, 12 months, effective February 1, 2017

**Substitute**

ARGUELLO, Madelein, Children’s Center Aide, Child Development Center, effective February 13, 2017

BALCOM, Abby, Clerk Typist III, Arts and Cultural Programs, effective February 13, 2017

CHACON, Esmeralda, Children’s Center Aide, Child Development Center, effective February 6, 2017

FIGUEROA, Gabriela, Children’s Center Aide, Child Development Center, effective February 6, 2017

GARCIA-SANCHEZ, Destiny, Children’s Center Aide, Child Development Center, effective February 13, 2017

HERNANDEZ, Jacqueline, Children’s Center Aide, Child Development Center, effective February 13, 2017
NOVELO, Teresa, Children’s Center Aide, Child Development Center, effective February 6, 2017

MUNNERLYN, Jacqueline, Clerk Typist II, Academic Affairs, Evening College, effective February 13, 2017

PAPAVERO, Andrea, Clerk Typist III, Career and Technical Education, effective February 6, 2017

RAMIREZ, Leslie, Children’s Center Aide, Child Development Center, effective February 6, 2017

RASCON, Donna, Clerk Typist II, South Whittier Educational Center, effective February 9, 2017

REYES, Guadalupe, Children’s Center Aide, Child Development Center, effective February 13, 2017

ZAMORA, Joseph, Electrician, Facilities Services, effective February 22, 2017

b. Increase in Assignment

LAU, Kim, Account Clerk II, Accounting, 100%, 12 months, effective February 10, 2017

c. Transfer

The following employee is being hired in the designated capacity with dedicated funding through June 30, 2017. If continued funding should not be available, 30-day notice shall be served:

PASILLAS, Guadalupe, Student Services Assistant, 47.5%, 12 months, effective February 13, 2017

d. Family Care and Medical Leave

AGUIRRE, Dolores, Human Resources Technician, Human Resources, has been placed on Family Care and Medical Leave, effective February 1, 2017

CABRAL, Eva, Clerk Typist III, Facilities Services, has requested a 12-week Family Medical Care Leave to be taken intermittently, effective March 1, 2017

WONG, Jesse, Computer Equipment Repair Technician, Information Technology Services, has requested a 12-week Family Care and Medical Leave, effective February 21, 2017

4. Unrepresented, (AP 7130), 2016-17

a. Employment, Hourly

Cal SOAP

CHOI, Aimee, Student Success Coach I
FREGOSO, Marilyn, Student Success Coach I
GOMEZ, Denise, Student Success Coach I
GUZMAN, Sarah, Student Success Coach I
PENA, Diana, Student Success Coach I
RODRIGUEZ, Arlene, Student Success Coach I
RUBIO, Priscilla, Student Success Coach II
SALCEDO LOPEZ, Dulce, Student Success Coach I
III. ACTION ITEMS

A. FINANCE AND BUSINESS

1. Appointment or Reappointment to Rio Hondo College Citizens Oversight Committee

Postponed to next meeting.

B. PRESIDENT’S OFFICE

1. Classified Employee Award

On motion of Ms. Pacheco, seconded by Ms. Shapiro, the Board voted unanimously by vote of all four members present [Garcia, Pacheco, Santana and Shapiro.] to endorse the nomination of Yolanda Ramirez as the recipient of the Classified Employee Award for 2017 and forward CSEA’s nomination to the California Community Colleges Chancellor’s Office.

Student Trustee advisory vote was aye.

2. Revision of Board Policies 1100, 1200, 1300, and 1310 for First Reading (see attached)

On motion of Ms. Shapiro, seconded by Ms. Santana, the Board voted unanimously by vote of all four members present [Garcia, Pacheco, Santana and Shapiro.] to approve the following Board Policies for First Reading:

BP 1100     Rio Hondo Community College District
BP 1200     District Vision, Mission, Values Statement
BP 1300     Legal Counsel
Student Trustee advisory vote was aye.

IV. INFORMATION ITEMS
1. Building Program
   a. Bond Expenditure Report (See attached)
2. California Guided Pathways Project

V. STAFF AND BOARD COMMENTS
- Board Development Reporting - None
- Action Items for Future Board Meetings - None

VI. CLOSED SESSION
Ms. Pacheco recessed the meeting to closed session at 7:20 p.m. Upon returning from Closed Session, the following action was reported out:

Pursuant to Section 54956.9(b):
- ANTI-PREDICTED LITIGATION – (1 Case)

Pursuant to Section 54956.9(c):
- CONFERENCE WITH LEGAL COUNSEL – Existing Litigation (2 Cases)

Pursuant to Section 54957
- PUBLIC EMPLOYEE EMPLOYMENT
- PUBLIC EMPLOYEE PERFORMANCE EVALUATION
  o Dean, Public Safety

43. On motion of Ms. Pacheco, seconded by Ms. Shapiro, the Board voted unanimously by vote of all four members present [Garcia, Pacheco, Santana and Shapiro] to approve the non-re-employment of Employee No. EZ17700D4, Dean, Public Safety/Interim Dean, Business for the 2017-18 academic year.

- PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE

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

VII. ADJOURNMENT
44. On motion of Ms. Pacheco, seconded by Ms. Santana, the Board voted unanimously by vote of all four members present [Garcia, Pacheco, Santana and Shapiro.,] to adjourn the meeting at 8:19 p.m. in memory of Police Officer Keith Boyer and announced the date of the next regular meeting:
I. The District has been named the Rio Hondo Community College District.

II. The name is the property of the District. No person shall, without the permission of the Board of Trustees, use this name or the name(s) of the any college or other facilities of the District or any abbreviation of them to imply, indicate, or otherwise suggest that an organization, product, or service is connected or affiliated with or is endorsed, favored, supported, or opposed by the District.

III. The visual identities and variations thereof established by Rio Hondo College are the property of the District. They include college logos, words, marks, symbols, mottos, insignia (suggested by legal counsel), and any variation of the Roadrunner college mascot. No person shall, without the permission of the Board, use any visual identities owned by the District, or any manifestation of them to imply, indicate, or otherwise suggest that an individual, organization, product, or service is connected or affiliated with, or is endorsed, favored, supported, or opposed by, the District.

IV. The District’s name, including the name of the College or other facilities or abbreviations thereof, and the visual identities, including variations thereof, as identified herein, shall not be used in a manner that is misleading or could cause confusion regarding the District’s affiliation with any person or entity or sponsorship of any product or service.

V. The District consists of the following College and/or educational sites and any reference in College policies and procedures should apply to the following educational sites:

- **Rio Hondo Community College**
  3600 Workman Mill Road
  Whittier, CA 90601
  (562) 692-0921

- **Santa Fe Springs** SFS-Regional Training Facility
  11400 Greenstone Avenue
  Santa Fe Springs, CA 90670
  (562) 942-4082

- **South Whittier Educational Center**
  14307 E. Telegraph Road
  Whittier, CA 90604
  (562) 941-2356
VI. Sources/References:

Education Code 72000(b); Elections Code Section 18304.
I. This policy is required by the Western Association of Schools and Colleges (WASC)/Accreditation Commission of Community and Junior Colleges (ACCJC) accreditation standards. The accreditation standard requires that "the mission describes the institution’s broad educational purposes, its intended student population, the types of degrees and other credentials it offers, and its commitment to student learning and student achievement."

II. As stipulated in AB 1725, California Community Colleges are charged with the following broad missions: transfer, vocational education, community services, contract education, and economic development.

III. VISION
The vision of the Rio Hondo Community College District is as follows:
"Rio Hondo College strives to be an exemplary California community college, meeting the learning needs of its changing and growing population and developing a state of the art campus to serve future generations" (Board: 6/21/06)

IV. MISSION
The mission of the Rio Hondo Community College District is as follows:
"Rio Hondo College is committed to the success of its diverse students and communities by providing dynamic educational opportunities and resources that lead to associate degrees, certificates, transfer, career and technical pathways, basic skills proficiency and lifelong learning." (Board 12/9/15)

The mission is evaluated and revised on a regular basis.

V. VALUES Statement –
The values of Rio Hondo Community College District is/are as follows:
- Quality Teaching and Learning
- Student Access and Success
- Diversity and Equity
- Fiscal Responsibility
- Integrity and Civility

VI. Source/Reference:
ACCJC Accreditation Standard 1A
I. The Board of Trustees may employ an attorneys to provide legal services as needed for the District.

II. Individual members of the Board of Trustees may request attorney services through the Superintendent/President provided that the President of the Board determines that the request encompasses the functions of the Board as defined in Education Code Sections 72200-72292.

III. Except for emergencies, all staff requests for legal opinions or other work products of the college attorney shall be directed to the college attorney via the Superintendent/President.

IV. Source/Reference

   Education Code 72419.5, 72422; College Procedure 1000.
I. In the event of a judgment entered for punitive or exemplary damages against any employee or former employee of the Rio Hondo Community College District, including any Board Member or former Board Member, Rio Hondo Community College District may pay said judgment if the Board of Trustees, acting in its sole discretion, except in cases involving an entity of the state government, finds all of the following:

A. The judgment is based on an act or omission of said employee, former employee, Board Member, or former Board Member acting within the course and scope of his/her employment as an employee, Board Member, or former Board Member of the Rio Hondo Community College District; AND;

B. At the time of the act giving rise to the liability, the employee or former employee, Board Member or former Board Member, acted, or failed to act, in good faith, without actual malice and in the apparent best interests of the public entity; and

C. Payment of the claim or judgment would be in the best interests of the public entity.

II. Source/Reference

Government Code Section 825(b) and former Policy 1045
<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QTD (Oct-Dec 2016)</th>
<th>TTD (FY04-05 to FY16-17)</th>
<th>Budget</th>
<th>TTD Expense vs Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GENERAL Expenses</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Architect Services - Master Plan</td>
<td>0</td>
<td>327,895</td>
<td>328,000</td>
<td>100%</td>
</tr>
<tr>
<td>Architect Services - AJ Building Programming</td>
<td>0</td>
<td>1,376,453</td>
<td>1,382,795</td>
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</tr>
<tr>
<td>Architect Services - Santa Fe Springs Reg Train C</td>
<td>0</td>
<td>168,719</td>
<td>184,130</td>
<td>92%</td>
</tr>
<tr>
<td>Architect Services - LRC - Bond Portion</td>
<td>0</td>
<td>204,097</td>
<td>250,000</td>
<td>82%</td>
</tr>
<tr>
<td>Landscape Architect</td>
<td>0</td>
<td>877,822</td>
<td>887,400</td>
<td>99%</td>
</tr>
<tr>
<td>Architect Services - Child Care Center</td>
<td>0</td>
<td>81,521</td>
<td>85,000</td>
<td>96%</td>
</tr>
<tr>
<td>Architect Services - Master Plan Oversite</td>
<td>0</td>
<td>50,190</td>
<td>65,000</td>
<td>77%</td>
</tr>
<tr>
<td>Architect Services - Pedestrian Bridge</td>
<td>0</td>
<td>104,325</td>
<td>105,000</td>
<td>99%</td>
</tr>
<tr>
<td>Architect Services - Disabled Access/Stairs/Ramps</td>
<td>0</td>
<td>568,718</td>
<td>577,300</td>
<td>99%</td>
</tr>
<tr>
<td>Architect Services - Student Services/Student Union</td>
<td>0</td>
<td>1,873,280</td>
<td>1,894,833</td>
<td>99%</td>
</tr>
<tr>
<td>Architect Services - Maintenance Facility</td>
<td>0</td>
<td>65,000</td>
<td>65,000</td>
<td>100%</td>
</tr>
<tr>
<td>Architect Services - Applied Tech Remodeling</td>
<td>0</td>
<td>209,284</td>
<td>216,000</td>
<td>97%</td>
</tr>
<tr>
<td>Architect Services - El Monte</td>
<td>0</td>
<td>292,717</td>
<td>293,495</td>
<td>100%</td>
</tr>
<tr>
<td>Architect Services - L Tower</td>
<td>0</td>
<td>4,000</td>
<td>133,000</td>
<td>3%</td>
</tr>
<tr>
<td>Architect Services - Business Education Remodel</td>
<td>0</td>
<td>11,550</td>
<td>78,500</td>
<td>15%</td>
</tr>
<tr>
<td>Architect Services - Science Bldg</td>
<td>65,375</td>
<td>243,700</td>
<td>288,500</td>
<td>84%</td>
</tr>
<tr>
<td>Architect Services - Security Digital Video Surveillance</td>
<td>0</td>
<td>47,140</td>
<td>48,640</td>
<td>97%</td>
</tr>
<tr>
<td>Facilities Planning Consultant</td>
<td>0</td>
<td>605,549</td>
<td>608,340</td>
<td>100%</td>
</tr>
<tr>
<td>Consultants</td>
<td>39,833</td>
<td>975,879</td>
<td>1,300,000</td>
<td>75%</td>
</tr>
<tr>
<td>Tree Consultant</td>
<td>0</td>
<td>32,713</td>
<td>40,000</td>
<td>82%</td>
</tr>
<tr>
<td>Geo Tech Services</td>
<td>18,880</td>
<td>1,275,103</td>
<td>1,450,000</td>
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<tr>
<td>Seismic Consultant</td>
<td>0</td>
<td>177,386</td>
<td>177,400</td>
<td>100%</td>
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<tr>
<td>Surveyors</td>
<td>5,533</td>
<td>626,603</td>
<td>750,000</td>
<td>84%</td>
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<tr>
<td>Infrastructure Design /Central Plant /South Access Road</td>
<td>0</td>
<td>2,328,873</td>
<td>2,413,789</td>
<td>96%</td>
</tr>
<tr>
<td>Marketing Promotion Services (incl printing, fliers, postage)</td>
<td>0</td>
<td>1,081,050</td>
<td>1,086,365</td>
<td>100%</td>
</tr>
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</table>
### BOND MEASURE "A"

#### PROJECTS EXPENDITURE SUMMARY

As of 12/31/16

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QTD (Oct-Dec 2016)</th>
<th>TTD (FY04-05 to FY16-17)</th>
<th>Budget</th>
<th>TTD Expense vs Budget %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Labor Admin &amp; Compliance Services</td>
<td>0</td>
<td>1,319,297</td>
<td>1,325,000</td>
<td>100%</td>
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<tr>
<td>Information Tech Svc Consultant</td>
<td>0</td>
<td>406,625</td>
<td>465,000</td>
<td>87%</td>
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<tr>
<td>LRC - Bond Portion - Demolition &amp; Construction</td>
<td>5,529</td>
<td>9,813,118</td>
<td>10,000,000</td>
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<tr>
<td>South Whittier Facility-STARS Center</td>
<td>0</td>
<td>3,081,854</td>
<td>3,125,000</td>
<td>99%</td>
</tr>
<tr>
<td>Student Services/Student Union/Quad</td>
<td>0</td>
<td>19,679,001</td>
<td>19,900,000</td>
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</tr>
<tr>
<td>Swing Space</td>
<td>0</td>
<td>1,301,208</td>
<td>1,500,000</td>
<td>87%</td>
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<tr>
<td>Legal Services</td>
<td>693</td>
<td>860,638</td>
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<tr>
<td>Professional Fees - Audit</td>
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<td>250,000</td>
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<tr>
<td>Advertising Services (Bid Projects)</td>
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<td>250,000</td>
<td>97%</td>
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<tr>
<td>Primary Election Fees</td>
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<td>206,913</td>
<td>210,000</td>
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<tr>
<td>Public Transportation Pass</td>
<td>0</td>
<td>99,592</td>
<td>100,000</td>
<td>100%</td>
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<tr>
<td>RHPMT - Services</td>
<td>0</td>
<td>12,067,071</td>
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<td>100%</td>
</tr>
<tr>
<td>Del Terra - PM Services</td>
<td>57,629</td>
<td>1,728,380</td>
<td>3,144,746</td>
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</tr>
<tr>
<td>Del Terra - DSA Certification</td>
<td>0</td>
<td>270,300</td>
<td>272,100</td>
<td>99%</td>
</tr>
<tr>
<td>RHPMT - Office Equipment &amp; Supplies</td>
<td>0</td>
<td>395,814</td>
<td>534,174</td>
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<tr>
<td>RHPMT - Imaging Software/Hardware</td>
<td>0</td>
<td>13,830</td>
<td>15,000</td>
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<tr>
<td>URS Corp - CA Environ Qty Services</td>
<td>0</td>
<td>338,686</td>
<td>345,147</td>
<td>98%</td>
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<tr>
<td>Applied Technology - Bond Portion</td>
<td>0</td>
<td>4,099,859</td>
<td>4,150,000</td>
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<tr>
<td>El Monte Center</td>
<td>0</td>
<td>4,703,798</td>
<td>4,800,000</td>
<td>98%</td>
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<tr>
<td>Santa Fe Springs - Phase II</td>
<td>0</td>
<td>1,191,855</td>
<td>1,250,000</td>
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</tr>
<tr>
<td>Santa Fe Springs - Phase III</td>
<td>0</td>
<td>2,152,332</td>
<td>2,200,000</td>
<td>98%</td>
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<tr>
<td>Santa Fe Springs Fire Tech Land Purchase</td>
<td>0</td>
<td>5,491,832</td>
<td>5,600,000</td>
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<tr>
<td>Construction Mgmt - Central Plant &amp; Infrastructure</td>
<td>0</td>
<td>1,269,766</td>
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<tr>
<td>Inspection &amp; Testing Services</td>
<td>12,390</td>
<td>3,931,703</td>
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<tr>
<td>Building Connection Repair</td>
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<td>483,589</td>
<td>496,270</td>
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<tr>
<td>Maintenance Facility Addition</td>
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<td>1,761,526</td>
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<td>70%</td>
</tr>
<tr>
<td>DESCRIPTION</td>
<td>QTD</td>
<td>TTD</td>
<td>Budget</td>
<td>TTD Expense vs Budget</td>
</tr>
<tr>
<td>-------------------------------------------------------------------</td>
<td>-----------</td>
<td>-------------</td>
<td>------------</td>
<td>-----------------------</td>
</tr>
<tr>
<td>RHC Parkway - Phase 1</td>
<td>0</td>
<td>328,429</td>
<td>350,000</td>
<td>94%</td>
</tr>
<tr>
<td>AJ - New Building</td>
<td>12,124</td>
<td>12,171,426</td>
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</tr>
<tr>
<td>Central Plant &amp; MEP</td>
<td>5,161</td>
<td>12,060,627</td>
<td>12,500,000</td>
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<tr>
<td>Site Infrastructure</td>
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<tr>
<td>Pedestrian Bridge</td>
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<td>996,337</td>
<td>1,000,000</td>
<td>100%</td>
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<tr>
<td>PE Complex - Bond Portion</td>
<td>184,338</td>
<td>14,017,911</td>
<td>14,498,000</td>
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<tr>
<td>Fine Arts - Bond Portion</td>
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<td>398,747</td>
<td>7,000,000</td>
<td>6%</td>
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<tr>
<td>Wray Theater /Campus Inn Remodel - Bond Portion</td>
<td>0</td>
<td>0</td>
<td>7,000,000</td>
<td>0%</td>
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<tr>
<td>Lower/Upper Tier Steps</td>
<td>0</td>
<td>1,014,105</td>
<td>1,786,756</td>
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<tr>
<td>Landscape</td>
<td>0</td>
<td>2,897,026</td>
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</tr>
<tr>
<td>Veterans Memorial</td>
<td>0</td>
<td>87,975</td>
<td>90,000</td>
<td>98%</td>
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<tr>
<td>Rio Plaza</td>
<td>4,428</td>
<td>59,455</td>
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<tr>
<td>Bookstore/Printing</td>
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<td>915,004</td>
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<td>46%</td>
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<td>Pico Rivera Education Center</td>
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<td>1,309,381</td>
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<tr>
<td><strong>P6 Misc-Bond Cost of Issuance</strong></td>
<td>0</td>
<td>36,789</td>
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</tr>
<tr>
<td><strong>P6 Misc-Related Conference/Travel</strong></td>
<td>0</td>
<td>15,174</td>
<td>50,000</td>
<td>30%</td>
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<tr>
<td><strong>PROJECT Expenses</strong></td>
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<tr>
<td><strong>P7 Upgrade Campus Lighting &amp; Alarm Systems</strong></td>
<td>0</td>
<td>553,837</td>
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<tr>
<td><strong>P8 Replace/Repair Bldg. Components</strong></td>
<td>2,246</td>
<td>572,554</td>
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<tr>
<td><strong>P9 Campus Wide Efficiency Repairs</strong></td>
<td>0</td>
<td>717,792</td>
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<td><strong>P10 Campus Bldg. Improvements</strong></td>
<td>0</td>
<td>597,999</td>
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<tr>
<td><strong>P12 Roadway/Grounds Improve</strong></td>
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<tr>
<td><strong>P13 Campus Equipment &amp; Furnishings</strong></td>
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<td>436,506</td>
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<td>DESCRIPTION</td>
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<td>TTD (FY04-05 to FY16-17)</td>
<td>Budget</td>
<td>TTD Expense vs Budget %</td>
</tr>
<tr>
<td>-------------</td>
<td>-------------------</td>
<td>--------------------------</td>
<td>--------</td>
<td>-------------------------</td>
</tr>
<tr>
<td>P15 Facilities Master Plan, Impact Reports, Soil Testing</td>
<td>500</td>
<td>676,581</td>
<td>2,000,000</td>
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<tr>
<td>P17 Relocation/Acquisition - Temporary Facilities</td>
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<td>Sub-Total</td>
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<tr>
<td>P11 ITS-Network Implementation</td>
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<td>P11 ITS-Computer Purchase</td>
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<td>P11 MIS Software/Hardware &amp; Implementation</td>
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<td>P11 Misc - ITS</td>
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<td>P11 Voice Over IP</td>
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<td>Sub-Total</td>
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<tr>
<td>TOTAL:</td>
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<td>173,443,906</td>
<td>215,685,680</td>
<td>80%</td>
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<tr>
<td></td>
<td>1,892,886</td>
<td>173,443,906</td>
<td>215,685,680</td>
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</table>