

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**  
**2323 North Broadway, #107**  
**Santa Ana, CA 92706**

**Board of Trustees**  
**(Regular meeting)**

**Monday, June 17, 2019**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The meeting was called to order at 4:37 p.m. by Mr. Phillip Yarbrough. Other members present were Ms. Claudia Alvarez, Ms. Arianna Barrios, Mr. Zeke Hernandez, Mr. Larry Labrado, Ms. Nelida Mendoza, and Mr. Theodore Moreno. Mr. John Hanna arrived at the time noted.

Administrators present during the regular meeting were Ms. Tracie Green, Mr. Peter Hardash, Dr. John Hernandez, Mr. Enrique Perez, Dr. Raúl Rodríguez, and Dr. Linda Rose. Ms. Anita Lucarelli was present as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Mr. Ted Moreno, father of Theodore D. Moreno, Student Trustee, Rancho Santiago Community College District.

It was moved by Ms. Alvarez and seconded by Mr. Labrado to suspend the rules and consider Item 1.4 at this time. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno's advisory vote was aye.

1.4 Recognition of Santiago Canyon College (SCC) Model United Nations Team

The board recognized the SCC Model United Nations Team for being honored with the Outstanding Delegation award, seven policy paper awards and one top committee award at the National Model United Nations Conference in April 2019 in New York. Board members congratulated the team.

1.3 Administration of Oath of Allegiance to Theodore D. Moreno, 2019-2020 Student Trustee

Ms. Alvarez administered the Oath of Allegiance to Mr. Theodore D. Moreno. The board welcomed him as the 2019-2020 student trustee.

1.4 Recognition of Santiago Canyon College (SCC) Model United Nations Team

This item was considered after Item 1.2 (Pledge of Allegiance).

1.5 Approval of Additions or Corrections to Agenda

It was moved by Mr. Hernandez and seconded by Ms. Mendoza to approve an addendum for Item 6.2 (Classified Personnel). The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno’s advisory vote was aye.

1.6 Public Comment

Ms. Colleen Cochran, Development Director; Mr. Daniel Irwin, Human Resources Generalist; Mr. Eric Linder, Government Relations; Dr. Rosa Patterson, Founder; Ms. Heather Smith, Human Resources Manager; and Ms. Natalie Taguchi-Solorio, Clinical Director; all from Autism Behavior Services, Inc.; Ms. Maricela Aceves, Clinical Director, Autism Learning Partners; Mr. Andrew Patterson, Executive Director, Autism Business Association; Ms. Michele Stone, Clinical Director, Autism Spectrum Therapies; and Ms. Ofelia Velarde-Garcia, Policy Advisor for Orange County Supervisor Andrew Do, First District; introduced themselves and thanked the board for the new noncredit program for Behavior Technician, Certificate of Completion included in Item 3.21 (Proposed Revisions for 2019-2020 SCC Catalog and/or 2019-2020 Catalog Addendum).

Mr. Hanna arrived during public comments regarding the new noncredit program for Behavior Technician, Certificate of Completion.

Mr. Mariano Cuellar introduced himself as the 2019-2020 Student President for Santa Ana College (SAC).

Mr. Christopher Townsend, Townsend Public Affairs (TPA), introduced Mr. Jonathan Jackson as the Washington, D.C. Associate for TPA. Mr. Townsend and Mr. Austin Webster, Senior Associate, TPA, thanked the board for consideration of Item 5.14 (Renewal of Contract with TPA, Inc.).

Mr. Yarbrough called a brief recess at 5:06 p.m.

The board reconvened at 5:10 p.m.

1.7 Approval of Minutes

It was moved by Ms. Alvarez and seconded by Ms. Mendoza to approve the minutes of the meeting held May 28, 2019. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno’s advisory vote was aye.

## 1.8 Approval of Consent Calendar

It was moved by Mr. Labrado and seconded by Ms. Barrios to approve the recommended action on the following items (as indicated by an asterisk on the agenda) on the Consent Calendar, with the exception of Item 5.14 (Renewal of Contract with Townsend Public Affairs, Inc.) removed by Ms. Alvarez. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno's advisory vote was aye.

### 3.1 Approval of Clinical Affiliation Agreement Renewal with White Medical Center dba Adventist Health White Memorial

The board approved the clinical affiliation agreement renewal with White Memorial Medical Center dba Adventist Health White Memorial located in Los Angeles, California, as presented.

### 3.2 Approval of College Articulation and Reverse Articulation Agreement and Community College Education Service Agreement with University of Phoenix, Inc.

The board approved the College Articulation and Reverse Articulation Agreement and Community College Education Service Agreement with the University of Phoenix, Inc. based in Phoenix, Arizona, as presented.

### 3.3 Approval of Collaboration Agreement between Rancho Santiago Community College District and Regents of University of California

The board approved the Collaboration Agreement between RSCCD and the Regents of the University of California on behalf of its Irvine, California, campus, as presented.

### 3.4 Approval of Professional Services Agreement between Alpine Tutoring and RSCCD on behalf of Santa Ana College (SAC) and Santiago Canyon College Community Services Programs

The board approved the professional services agreement between Alpine Tutoring and RSCCD on behalf of SAC and SCC Community Services programs.

### 3.5 Approval of Professional Services Agreement between AUMT Institute and RSCCD on behalf of Santa Ana College Community Services Program

The board approved the professional services agreement between AUMT Institute and RSCCD on behalf of the SAC Community Services program.

### 3.6 Approval of Professional Services Agreement between Bricks 4 Kidz and RSCCD on behalf of Santa Ana College and Santiago Canyon College Community Services Programs

The board approved the professional services agreement between Bricks 4 Kidz and RSCCD on behalf of the SAC and SCC Community Services programs.

1.8 Approval of Consent Calendar (cont.)

- 3.7 Approval of Professional Services Agreement between Dog Dealers, Inc. dba Dog Services Unlimited and RSCCD on behalf of Santa Ana College and Santiago Canyon College Community Services Program

The board approved the professional services agreement between and RSCCD on behalf of the SAC and SCC Community Services programs.

- 3.8 Approval of Professional Services Agreement between Dragonfly Shops & Gardens and RSCCD on behalf of Santa Ana College Community Services Program

The board approved the professional services agreement between Dragonfly Shops & Gardens and RSCCD on behalf of the SAC Community Services program.

- 3.9 Approval of Professional Services Agreement between The Dance Centre/ Westrin Dance Center and RSCCD on behalf of Santa Ana College and Santiago Canyon College Community Services Programs

The board approved the professional services agreement between The Dance Centre/Westrin Dance Center and RSCCD on behalf of the SAC and SCC Community Services programs.

- 3.10 Approval of Professional Services Agreement between Authoritax and RSCCD on behalf of Santa Ana College Community Services Program

The board approved the professional services agreement between Authoritax and RSCCD on behalf of the SAC Community Services program.

- 3.11 Approval of Professional Services Agreement between Real Estate on Demand and RSCCD on behalf of Santa Ana College Community Services Program

The board approved the professional services agreement between Real Estate on Demand and RSCCD on behalf of the SAC Community Services program.

- 3.12 Approval of Professional Services Agreement between IncrediFlix, Inc. and RSCCD on behalf of Santa Ana College and Santiago Canyon College Community Services Programs

The board approved the professional services agreement between IncrediFlix, Inc. and RSCCD on behalf of the SAC and SCC Community Services programs.

- 3.13 Approval of Professional Services Agreement between Financial Growth Inc. and RSCCD on behalf of Santa Ana College Community Services Program

The board approved the professional services agreement between Financial Growth, Inc. and RSCCD on behalf of the SAC Community Services program.

1.8 Approval of Consent Calendar (cont.)

3.14 Approval of Professional Services Agreement between Shakespeare Orange County Open Air Theater, Inc. and RSCCD on behalf of Santa Ana College Community Services Program

The board approved the professional services agreement between Shakespeare Orange County Open Air Theater, Inc. and RSCCD on behalf of the SAC Community Services program.

3.15 Approval of Professional Services Agreement between Such A Voice, LLC and RSCCD on behalf of Santa Ana College Community Services Program

The board approved the professional services agreement between Such A Voice, LLC and RSCCD on behalf of the SAC Community Services program.

3.16 Approval of Professional Services Agreement between Workshops On Wellness and RSCCD on behalf of Santa Ana College and Santiago Canyon College Community Services Programs

The board approved the professional services agreement between Workshops On Wellness and RSCCD on behalf of the SAC and SCC Community Services programs.

3.17 Approval of Professional Services Agreement between Mad Science of West Orange County and RSCCD on behalf of Santa Ana College Community Services Program

The board approved the professional services agreement between Mad Science of West Orange County and RSCCD on behalf of the SAC Community Services program.

3.19 Approval of Addendum to Grand Canyon University and Santa Ana College Concurrent Enrollment Program (CEP) Agreement

The board approved the addendum to the Grand Canyon University and SAC CEP agreement with Grand Canyon University based in Phoenix, Arizona, as presented.

3.20 Approval of Proposed Revisions for 2020-2021 Santa Ana College Catalog  
The board approved the proposed revisions for The 2020-2021 SAC catalog.

3.21 Approval of Proposed Revisions for 2019-2020 Santiago Canyon College Catalog and/or 2019-2020 Catalog Addendum

The board approved the proposed revisions for the 2019-2020 SCC catalog and/or 2019-2020 catalog addendum as presented.

3.22 Approval of Student Equity Plans for Santiago Canyon College and Santa Ana College

The board approved the Student Equity Plans for SCC and SAC as presented.

1.8 Approval of Consent Calendar (cont.)

3.23 Approval of One Year Renewal of Instructional Services Agreement with Pacific Clinics

The board approved the one year renewal of the instructional services agreement with Pacific Clinics for the period of July 1, 2019, through June 30, 2020, as presented.

3.24 Approval of Three Year Renewal of Instructional Services Agreement with Goodwill Industries of Orange County (OC)

The board approved the three year renewal of the instructional services agreement with Goodwill Industries of OC for the period of July 1, 2019, through June 30, 2022, as presented.

3.25 Approval of Classroom Lease Renewal with Orange Unified School District (OUSD)

The board approved the SCC Orange Education Center classroom lease renewal with OUSD for the period of July 1, 2019, through June 30, 2020, as presented.

3.26 Approval of Renewal of Memorandum of Understanding (MOU) for Bridge Program with Orange Unified School District

The board approved the renewal of the MOU for the Bridge Program with OUSD as presented.

3.27 Approval of Renewal of Consulting Agreement with Orange Unified School District

The board approved the renewal of the consulting agreement with OUSD as presented.

3.28 Approval of Renewal of Instructional Service Agreement with Santa Ana Beauty Academy to Operate Santiago Canyon College Cosmetology Program

The board approved the renewal of the instructional service agreement with Santa Ana Beauty Academy to operate the SCC cosmetology program.

3.29 Approval of Application and Documents for Eligibility State and Federal Surplus Property Program for Survey Mapping Sciences Department at Santiago Canyon College

The board approved the application and documents for eligibility of the State and Federal surplus property program for the Survey Mapping Sciences Department at SCC.

3.30 Approval of Professional Services Agreement with Marlene Garcia Swider

The board approved the professional services agreement with Marlene Garcia Swider, Ph.D. located in Santa Ana, California, as presented.

4.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

1.8 Approval of Consent Calendar (cont.)

4.2 Approval of Budget Increases/Decreases, Transfers, and Intrafund and Interfund Transfers

The board approved budget increases/decreases, transfers, and intrafund and interfund transfers from May 15, 2019, to June 4, 2019.

4.5 Approval of Lease between Rancho Santiago Community College District and St. Peter Evangelical Lutheran Church

The board approved the lease between RSCCD and St. Peter Evangelical Lutheran Church in Santa Ana for facilities to provide child care services as presented.

4.6 Approval of Appointment for Measure Q Citizens' Bond Oversight Committee

The board approved the appointment of the SAC student representative to the Measure Q Citizens' Bond Oversight Committee as presented.

4.8 Approval of Amendment to Agreement with IDS Group, Inc. for Constructability Review Services for Russell Hall Replacement (Health Sciences Building) at Santa Ana College

The board approved the amendment to the agreement with IDS Group, Inc. for constructability review services for the Russell Hall replacement (Health Sciences Building) at SAC as presented.

4.9 Approval of Agreement with Morrissey Architects, Inc. for Architectural Services for Parking Ticket Kiosks at Santa Ana College and Santiago Canyon College

The board approved the agreement with Morrissey Architects, Inc. for architectural services for the parking ticket kiosk project at SAC and SCC as presented.

4.10 Approval of Five Year Construction Plan (2021-2025) and Initial Project Proposals (IPPs) for Santa Ana College and Santiago Canyon College

The board approved the Five Year Construction Plan (2021-2025) and IPPs for SAC and SCC as presented.

4.11 Approval of Notice of Exemption for California Environmental Quality Act for Santiago Canyon College Orange Education Center Demolition and Remediation at 1465 North Batavia Street in City of Orange

The board approved the Notice of Exemption for the project as presented.

4.12 Approval of Amendment to Agreement with Linik Corporation for Planning and Project Management Services

The board approved the amendment to the agreement with Linik Corporation for planning and project management services as presented.

1.8 Approval of Consent Calendar (cont.)

4.13 Approval of Amendment to Agreement with Cannon Corporation dba PENCO for On-Call District-Wide Land Survey Services

The board approved amendment to the agreement with Cannon Corporation dba PENCO for on-call district-wide land survey services as presented.

4.14 Approval of Annual Renewal Agreement with RAVE Mobile Safety Software

The board approved the annual renewal agreement with RAVE Mobile Safety software as presented.

4.15 Award of Bid #1368 for Purchase of Bond Paper

The board accepted the bids and approved awarding Bid #1368 to Veritiv Operating Company and Kelly Paper Co. as presented.

4.16 Award of Bid #1376 for Purchase of High Voltage Electric Vehicles

The board accepted the bid and approved awarding Bid #1376 to Switch Vehicles, Inc. as presented.

4.17 Rejection of All Bids for Bid #1367 for Charter Bus Service

The board rejected all bids for Bid #1367 as presented.

4.18 Approval of Vendor Name Change - PENCO

The board approved the name change request from PENCO Engineering, Inc. to Cannon Corporation dba PENCO as presented.

4.19 Approval of Vendor Name Change – Newcomb Anderson McCormick, Inc.

The board approved the name change request from Newcomb Anderson McCormick, Inc. to Willdan Energy Solutions dba Newcomb Anderson McCormick, Inc. as presented.

4.20 Approval of Purchase Orders

The board approved the purchase order listing for the period April 21, 2019, through May 18, 2019.

5.1 Approval of Resource Development Items

The board approved budgets, accepted grants, and authorized the Vice Chancellor of Business Operations/Fiscal Services or his designee to enter into related contractual agreements on behalf of the district for the following:

- Strong Workforce Program – Regional Share (District) \$30,503,761

5.2 Approval of Sub-Agreement between RSCCD and City of Santa Ana for Strong Workforce Program – Local Funds Initiative (District Office #18-2226-01)

The board approved the sub-agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

1.8 Approval of Consent Calendar (cont.)

- 5.3 Approval of Sub-Agreement between RSCCD and San Joaquin Delta Community College District to Award the Industry Sector Projects in Common (ISPIC) Funded by Key Talent Administration and Sector Strategy Fiscal Agent Grant  
The board approved the sub-agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.
- 5.4 Approval of Sub-Agreements between RSCCD and Grossmont-Cuyamaca Community College District Auxiliary Services, Riverside Community College District, Santa Barbara Community College District and Tulare County Office of Education for the Strong Workforce Program K12 Pathway Coordinators and K14 Technical Assistance Providers Grant  
The board approved the sub-agreements and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into related contractual agreements on behalf of the district.
- 5.5 Approval of Correction to Sub-Agreement between RSCCD and Feather River Community College District for Strong Workforce Program K-12 Pathway Coordinators and K-14 Technical Assistance Providers Grant  
The board approved the correction to the sub-agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.
- 5.6 Approval of First Amendment to Sub-Agreement between RSCCD and SCS Engineers for CalRecycle's Beverage Container Recycling Program Grant  
The board approved the first amendment to the sub-agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.
- 5.7 Approval of Second Amendments to Sub-Agreements between RSCCD and Educational Results Partnership, The Research and Planning (RP) Group and WestEd for Data Science Tools Grant  
The board approved the second amendments to the sub-agreements and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into related contractual agreements on behalf of the district.
- 5.8 Adoption of Resolution No. 19-13 with California Department of Education for General Child Care and Development Program (Contract #CCTR-9160)  
The board adopted Resolution No. 19-13 with the California Department of Education and authorized the Chancellor or his designee to sign and enter into a related contractual agreement on behalf of the district.

1.8 Approval of Consent Calendar (cont.)

5.9 Adoption of Resolution No. 19-14 with California Department of Education for California State Preschool Program (Contract #CSPP-9358)

The board adopted Resolution No. 19-14 with the California Department of Education and authorized the Chancellor or his designee to sign and enter into a related contractual agreement on behalf of the district.

5.10 Approval of Professional Services Agreement with Full Capacity Marketing Incorporated for Sector Navigator - Retail/Hospitality/Tourism Grant

The board approved the agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

5.11 Approval of Service Agreement with Economic Modeling, LLC aka Economic Modeling Specialists International (EMSI) for Rancho Santiago Adult Education Consortium

The board approved the agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

5.12 Approval of Amendment to Research Contract with Cambridge West Partnership, LLC (CWP)

The board approved the amendment to the contract and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

5.13 Approval of Agreement with Rancho Santiago Community College District and 25<sup>th</sup> Hour Communications for Marketing and Advertising Services

The board approved the agreement with 25<sup>th</sup> Hour Communications and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related agreement on behalf of the district.

5.15 Adoption of Resolution No. 19-15 Calling Upon the Chancellor of California Community Colleges to Halt Further Changes to Extended Opportunity Programs and Services (EOPS) Implementing Guidelines and to Work in Collegial Consultation with EOPS and Student Services Representatives Statewide

The board adopted Resolution No. 19-15.

It was moved by Ms. Alvarez and seconded by Mr. Hanna to suspend the rules and consider Item 5.14 at this time. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno's advisory vote was aye.

5.14 Approval of Renewal of Contract with Townsend Public Affairs, Inc.

It was moved by Ms. Alvarez and seconded by Mr. Hernandez to approve the contract for consulting services with Townsend Public Affairs, Inc. as presented. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno’s advisory vote was aye.

1.9 Public Hearing – 2019-2020 Tentative Budget

There were no public comments.

**2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

2.1 Report from the Chancellor

Dr. Raúl Rodríguez, Chancellor, provided a report to the board.

2.2 Reports from College Presidents

The following college representatives provided reports to the board:

Dr. John Hernandez, President, Santiago Canyon College  
Dr. Linda Rose, President, Santa Ana College

NOTE: At the April 24, 2017, board meeting Ms. Barrios asked that the enrollment reports presented by the college presidents be attached to the minutes.

2.3 Report from Student Trustee

Mr. Moreno provided a report to the board.

2.4 Reports from Student Presidents

The following student representatives provided a report to the board on behalf of the Associated Student Government (ASG) organization:

Ms. Breanna Ceja, Student President, Santa Ana College  
Mr. Evan Ostrow, Student President, Santiago Canyon College

2.5 Report from Classified Representative

There was no representation from classified staff.

## 2.6 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Mr. Michael DeCarbo, Academic Senate President, Santiago Canyon College  
Ms. Monica Zarske, Academic Senate President, Santa Ana College

## 2.7 Reports from Board Committee Chairpersons and Representatives of the Board

Mr. Hanna provided a report on the June 11, 2019, Board Policy Committee meeting.

Mr. Labrado provided a report on the June 13, 2019, Board Facilities Committee meeting.

Mr. Hernandez provided a report on the June 13, 2019, Orange County Community College Legislative Task Force meeting.

Ms. Barrios provided a report on the June 4, 2019, Rancho Santiago Community College District Foundation meeting.

## 3.0 INSTRUCTION

Items 3.1 through 3.17 and Items 3.19 through 3.30 were approved as part of Item 1.8 (Consent Calendar).

### 3.18 Approval of Amendment for Santa Ana College Community Services Program Revenue Contract MA-026-15010828A

It was moved by Ms. Mendoza and seconded by Ms. Barrios to approve the amendment for Revenue Contract MA-026-15010828A between the County of Orange District Attorney and RSCCD on behalf of the SAC Community Services program. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno's advisory vote was aye.

## 4.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 4.1, 4.2, 4.5, 4.6, and 4.8 through 4.20 were approved as part of Item 1.8 (Consent Calendar).

### 4.3 Approval of 2019-2020 Tentative Budget

It was moved by Ms. Barrios and seconded by Ms. Mendoza to approve the 2019-2020 proposed Tentative Budget as presented. Mr. Hardash provided a presentation on the 2019-2020 proposed Tentative Budget. Discussion ensued. Mr. Yarbrough asked that the answers to his questions be attached to the minutes. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno's advisory vote was aye.

4.4 Adoption of Resolution No. 19-12 regarding Public Agencies Post-employment Benefits Trust Administered by Public Agency Retirement Services (PARS) and Approval of Request for Proposal (RFP) #1366 Irrevocable Trust Management

It was moved by Mr. Labrado and seconded by Ms. Barrios to adopt Resolution No. 19-12 regarding public agencies post-employment benefits trust administered by PARS as presented and accept the RFP and approve the award to PARS for RFP #1366 – Irrevocable Trust Management as presented and authorize the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into related contractual agreements on behalf of the district. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno’s advisory vote was aye.

4.7 Adoption of Resolution No. 19-11 to Adopt a Uniform System for Prequalifying and Rating Bidders for Santa Ana College Russell Hall Replacement Project (Health Sciences Building)

It was moved by Mr. Hernandez and seconded by Ms. Mendoza to adopt Resolution No. 19-11 to adopt a uniform system for prequalifying and rating bidders for the SAC Russell Hall replacement project (Health Sciences Building). Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno’s advisory vote was aye.

**5.0 GENERAL**

Items 5.1 through 5.13 and 5.15 were approved as part of Item 1.8 (Consent Calendar). Item 5.14 (Renewal of Contract with Townsend Public Affairs, Inc.) was considered before Item 1.9 (Public Hearing).

5.16 Board Member Comments

Ms. Alvarez thanked the trustees for adopting Resolution No. 19-15 (Item 5.15 Calling Upon the Chancellor of California Community Colleges to Halt Further Changes to Extended Opportunity Programs and Services Implementing Guidelines and to Work in Collegial Consultation with EOPS and Student Services Representatives Statewide) and explained the history of the EOPS program.

Ms. Alvarez asked that between now and July 20<sup>th</sup> the colleges celebrate the 50-year anniversary of the first humans landing on the moon.

Ms. Alvarez congratulated Mr. Hanna on recently receiving the Gladys Mason Labor Award from the Democratic party.

Board members thanked Dr. Rodríguez for his service to the district and wished him well in his future endeavors.

5.16 Board Member Comments (cont.)

Board members welcomed Student Trustee Moreno and wished success to Ms. Ceja and Mr. Ostrow in their future educational endeavors.

Ms. Barrios reported that she and Mr. Hernandez have been asked to assist in notifying the community of the upcoming census since it is so important to obtain correct census figures.

Ms. Barrios asked that the Guzman family receive a certificate of recognition at the next board meeting.

Ms. Mendoza reported that she and Ms. Alvarez attended the Electrical Apprenticeship Graduation in Westminster on June 14, 2019.

Mr. Moreno expressed appreciation in being elected as the 2019-2020 student trustee and is looking forward to working with board members, college presidents and student presidents. He indicated the items he will be addressing during the academic year are student services available for all students, clean campuses, more signage in the community for the colleges, and classroom security. Mr. Hanna encouraged Mr. Moreno to work with the college and student presidents regarding his items of concern.

Mr. Moreno reported that he will not be attending the July 15<sup>th</sup> board meeting since he will be in Peru gaining experience in his educational field.

Mr. Hernandez reported that he received a note from Mr. Ian Woodhead in appreciation of the support Mr. Hernandez provided for SCC's women soccer team.

Mr. Hernandez reported that he attended the nurses' pinning ceremony on June 8 at the SAC Orange County Sheriff's Academy.

Mr. Hanna expressed appreciation to staff and Mr. Linder for creating a Behavior Technician program. Mr. Hanna indicated that Mr. Linder shared that jobs are available for the students once they earned a Certificate of Completion.

Mr. Yarbrough indicated he plans to tour an ironworkers' facility in La Palma with Los Angeles/Orange Counties Building and Construction Trades Councilmember Ernesto Medrano and OC Supervisor Don Wagner on June 27. He also has an upcoming meeting with Supervisor Wagner in his office regarding other programs with the colleges.

Mr. Yarbrough asked that the answers to board member's questions be attached to the minutes.

5.16 Board Member Comments (cont.)

Mr. Yarbrough reported he had a meeting with Mr. Marvin Martinez, incoming Chancellor for RSCCD.

Mr. Yarbrough reported that he attended a memorial for Mr. Frank Barbaro, a prominent trial attorney who also served as an Orange County Democratic Party leader, and died of cancer on April 15, 2019.

**RECESS TO CLOSED SESSION**

The board convened into closed session at 7:39 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
  - a. Full-time Faculty
  - b. Part-time Faculty
  - c. Classified Staff
  - d. Professional Experts
  - e. Administrator Appointments
    - (1) Dean; Science, Mathematics & Health Sciences Division
    - (2) Director, Technology Infrastructure & Support Services
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (3 cases)
3. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)  
Agency Negotiator: Tracie Green, Vice Chancellor, Human Resources  
Employee Organizations: Faculty Association of Rancho Santiago Community College District (FARSCCD)  
California School Employees Association (CSEA), Chapter 579  
California School Employees Association, Chapter 888  
Continuing Education Faculty Association (CEFA)  
Unrepresented Management Employees
4. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
5. Student Expulsion (pursuant to Education Code 72122)  
Student I.D. #2183110

**RECONVENE**

The board reconvened at 8:27 p.m.

### Closed Session Report

Mr. Hernandez reported during closed session the board discussed public employment, anticipated/potential litigation; labor negotiations, public employee discipline/dismissal/release, and a student expulsion; and took action to expel Student I.D. #2183110 with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno’s advisory vote was aye.

In addition, Mr. Hernandez reported during closed session the board authorizes the Vice Chancellor of Human Resources to settle an agreement with a faculty member and approve the stipulated suspension agreement of three (3) days for a classified member with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

Mr. Moreno left the meeting after participating in the discussion and vote on the student expulsion item during closed session.

### Public Comment

There were no public comments.

## **6.0 HUMAN RESOURCES**

### **6.1 Management/Academic Personnel**

It was moved by Ms. Alvarez and seconded by Ms. Mendoza to approve the following action on the management/academic personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

- Approve Employment Agreements
- Approve 2019-2020 Administrator/Academic Supervisor Step Increases
- Approve 2019-2020 Management/Classified Supervisor/Confidential Step Increases
- Approve New Job Descriptions
- Approve Revised Job Descriptions
- Approve Appointments
- Approve Interim Assignments
- Approve Extensions of Interim Assignment/Step Increase
- Approve End of Interim Assignments/Return to Regular Assignments
- Approve Adjusted Salary Placements
- Approve 2018-2019 CSEA Chapter 888 Revised Permanent Annual & Hourly Salary Schedules
- Approve 2019-2020 CSEA Chapter 888 Contract Step Increases
- Approve 2019-2020 FARSCCD Contract Step Increases

### 6.1 Management/Academic Personnel

- Approve 2019-2020 CSEA Chapter 888 Contract Stipends
- Approve 2019-2020 FARSCCD Contract Athletic Coaching Stipends
- Approve 2019-2020 FARSCCD Contract Coordinator Stipends
- Approve 2018-2019 FARSCCD Contract Extension Days
- Approve 2019-2020 FARSCCD Contract Extension Days
- Approve Reemployments
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Beyond Contract/Overload Stipends
- Approve Part-time/Hourly New Hires/Rehires

### 6.2 Classified Personnel

It was moved by Ms. Alvarez and seconded by Ms. Mendoza to approve the following action on the classified personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

- Approve Miscellaneous Pay Schedule 2019-2020
- Approve 2019-2020 CSEA Chapter 579 Step Increases
- Approve New Appointments
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Leaves of Absence
- Approve Return from Leaves
- Ratify Resignations/Retirements
- Approve New Appointments
- Approve Temporary to Hourly Ongoing Assignments
- Approve Temporary Assignments
- Approve Short Term Assignments
- Approve Additional Hours for Ongoing Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters and Stipends
- Approve Volunteers

### 6.3 Presentation of Rancho Santiago Community College District Initial Bargaining Proposal to California School Employees Association Chapter 579

It was moved by Ms. Alvarez and seconded by Ms. Mendoza to receive and file the district's initial bargaining proposal to CSEA Chapter 579 and schedule a public hearing for July 15, 2019. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

6.4 Approval of Agreement between Rancho Santiago Community College District and Shaw HR Consulting, Inc.

It was moved by Ms. Alvarez and seconded by Ms. Mendoza to approve the agreement with Shaw HR Consulting, Inc. as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

6.5 Approval of Professional Services Agreement with Rosemet Environmental Services

It was moved by Ms. Alvarez and seconded by Ms. Mendoza to approve the professional services agreement with Rosemet Environmental Services. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

**7.0 ADJOURNMENT**

The next regular meeting of the Board of Trustees will be held on July 15, 2019.

There being no further business, Mr. Yarbrough declared the meeting adjourned at 8:29 p.m.

Respectfully submitted,

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Marvin Martinez  
Chancellor

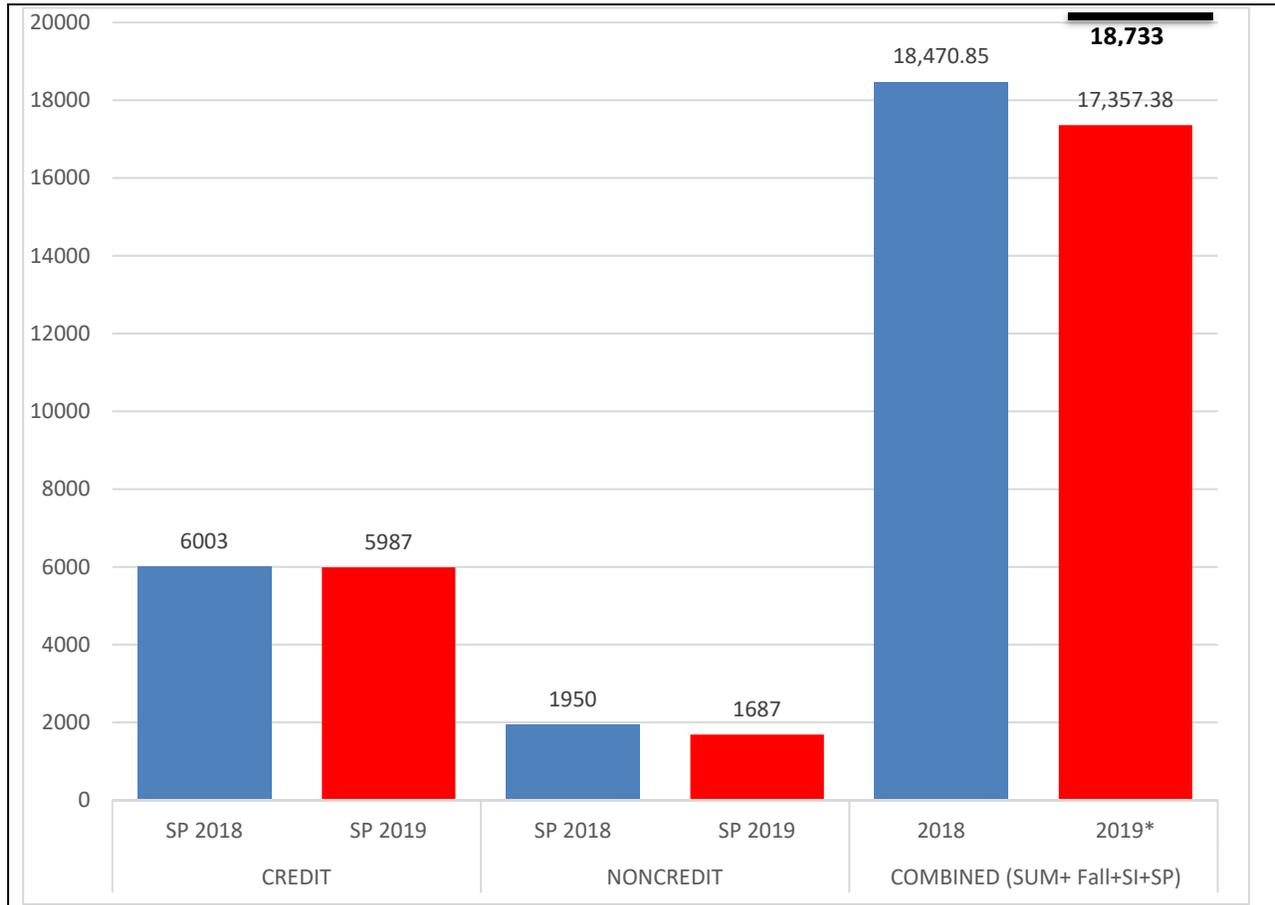
Approved: \_\_\_\_\_  
Clerk of the Board

Minutes approved: July 15, 2019



## SAC 2018/2019 Spring Enrollment Report

Date: 06/13/19



### FTES Target

Terms	2018/2019	DIFF	PCT
Credit SPI Target	515.00		
Credit SPI Actual	564.00	49.00	9%
Credit SP Target	6721.00		
Credit SP Projection	6485.00	-236.00	-4%
Noncredit SP Target	2221.00		
Noncredit SP Projection**	1771.00	-450.00	-25%
Annual Target*	18773.00		
Annual Projection*	17933.00	-840.00	-5%

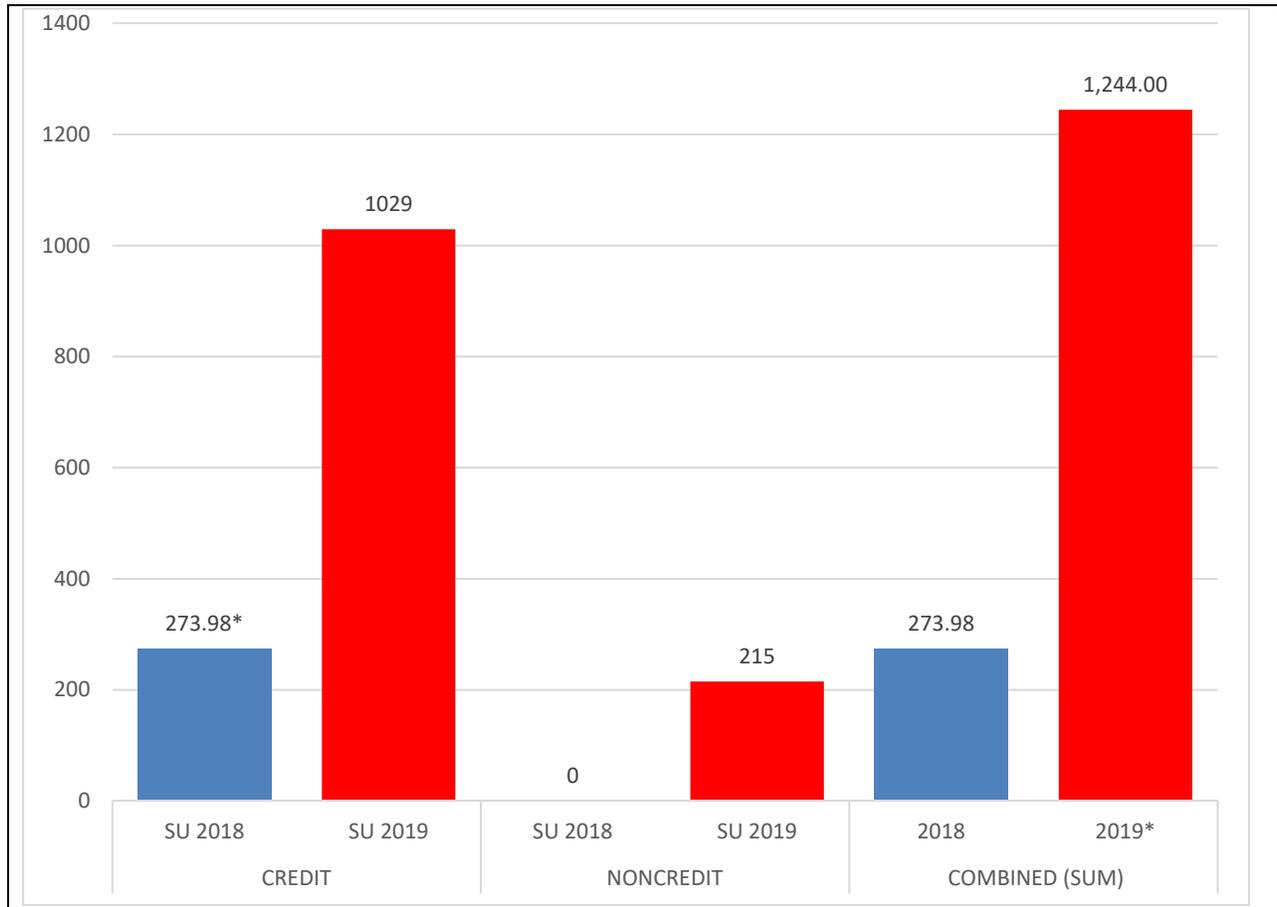
\* Accounts for summer shift of 942.24 FTES to the 17/18 year from 18/19 which reduces the combined total compared to last year.

\*\*An additional 350 Noncredit FTES is projected to be earned in 2019 SUN, which explains part of the FTES decline in 2019SPN on this report.



## SAC 2019/2020 Summer Enrollment Report

Date: 06/13/19



### FTES Target

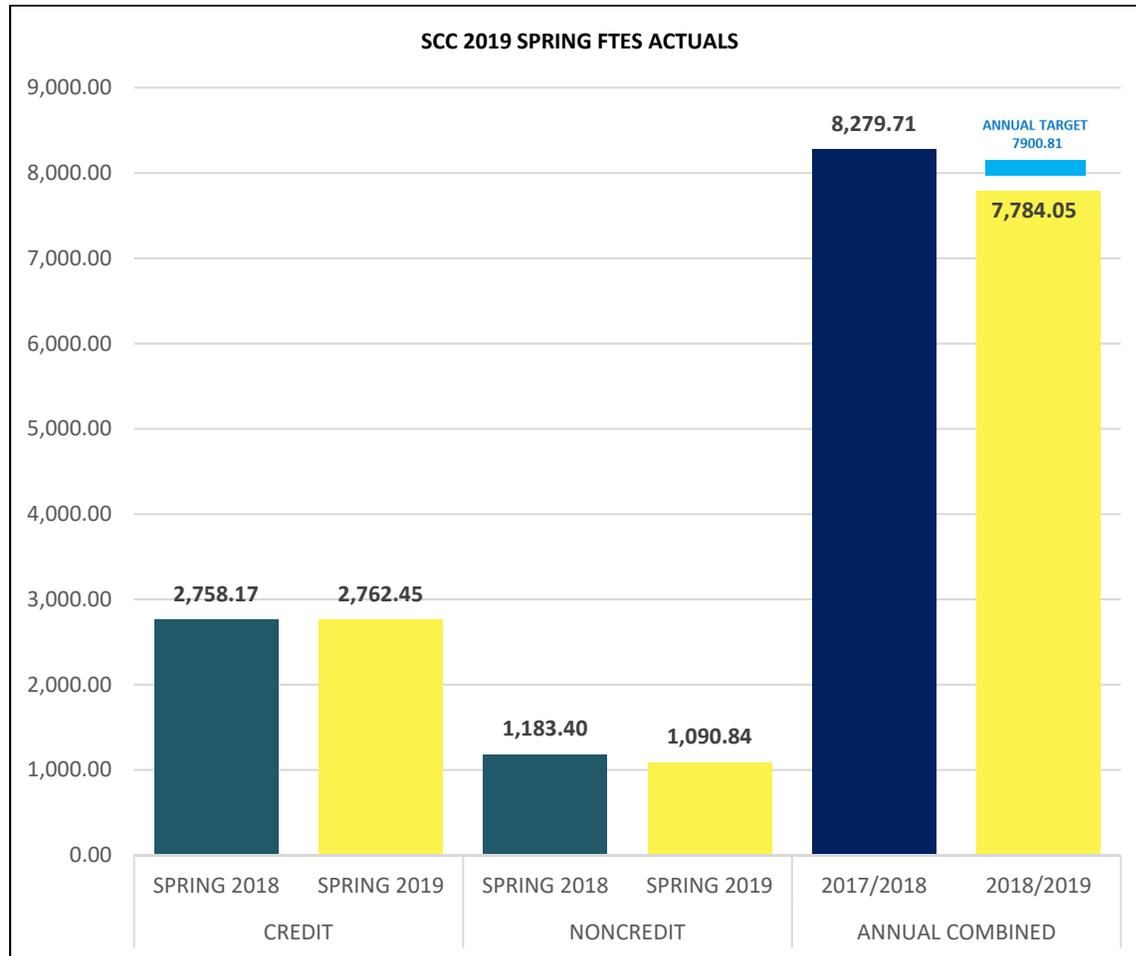
Terms	2019/2020	DIFF	PCT
Credit SU Target	1261.00		
Credit SU Projection	1261.00	0.00	0%
Noncredit SU Target	606.00		
Noncredit SU Projection	606.00	0.00	0%
Annual Target	19452.00		
Annual Projection	19452.00	0.00	0%

Notes:

\*Accounts for summer shift of 942.34 FTES from 2018/2019 to 2017/2018 which decreased summer 2018 FTES as well as the 2018/2019 Annual Combined Total.



**SCC 2018/2019 ENROLLMENT REPORT**  
6/13/19



**FTES TARGETS**

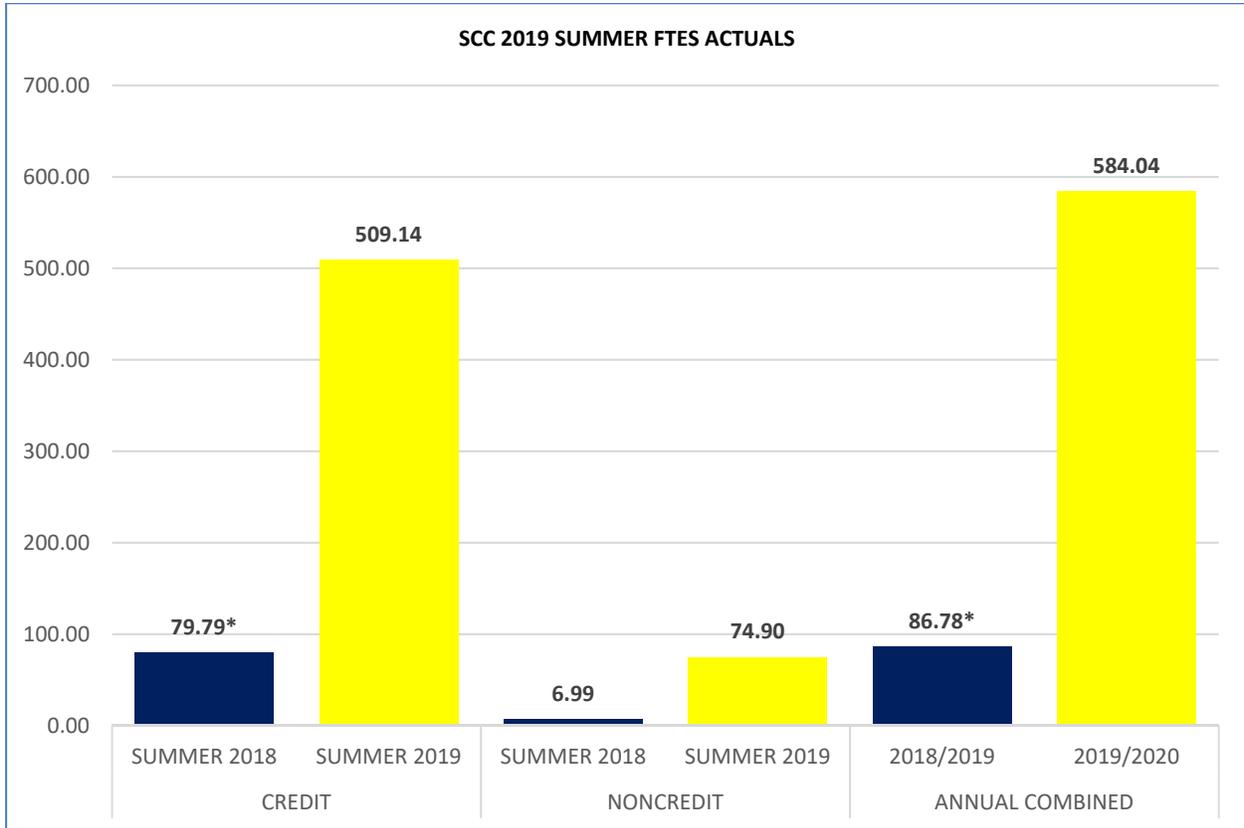
TERMS	2018/2019	DIFF	PCT
Credit Spring Target	2795		
Credit Spring Projection	2795	0	0%
Credit Spring Intersession Target	269.81		
Credit Spring Intersession Projection	297	27.19	10%
Noncredit Spring Target	1152		
Noncredit Spring Projection	1143	-9	-1%
Annual Target*	7900.81		
Annual Projection*	7848	-52.81	-1%

**NOTES**

\*Accounts for summer shift of 450.66 FTES to the 2017/2018 year from 2018/2019 which reduces the Annual Combined Total compared to last year.



**SCC 2019/2020 ENROLLMENT REPORT**  
6/13/13



**FTES TARGETS**

SUMMER TERM	2019/2020	DIFF	PCT
CREDIT TARGET	533		
CREDIT PROJECTION	533	0	0.0%
NONCREDIT TARGET	195		
NONCREDIT PROJECTION	195	0	0.0%
ANNUAL TARGET	8389		
ANNUAL PROJECTION	8389	0	0.0%

**NOTES:**

\*Accounts for summer shift of 450.66 FTES shifted from 2018/19 to 2017/18 which decreased summer 2018 FTES as well as the 2018/2019 Annual Combined Total.

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**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
*Santiago Canyon College – President's Office*

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8045 E. Chapman Ave  
Orange, CA 92869  
(714) 628-4930 Office

**Date:** June 18, 2019  
**To:** Dr. Raúl Rodríguez  
**From:** Dr. John Hernandez, President, Santiago Canyon College  
**Subject:** Response to Board Request

*From Board President Phil Yarbrough*

**3.24 Approval of Three Year Renewal of Instructional Services Agreement with Goodwill Industries of Orange County (OC)**

1. Is this program fiscally neutral in that all the cost is borne by the State of California as a categorical program? This is mostly job skills, not job training. Are we doing anything else with Goodwill to provide job training that leads directly to employment?
  - This program is fiscally neutral and actually generates a modest return on our investment. Under this agreement, RSCCD collects general fund apportionment from the State. The classes provided for this program fall in the category of Career Development and College Preparation (CDCP). The current rate is \$5,457 per CDCP FTES or \$10.39 per student attendance hour (one FTES equals 525 student attendance hours). Of the \$10.39, RSCCD reimburses Goodwill Industries \$2.75 and keeps the remaining balance of \$7.64. The cost to Goodwill Industries includes the instructor's salary whereas the cost to RSCCD is the indirect administrative costs to operate the program, which is minimal. To ensure that the instructor meets the minimum qualification to teach the program classes, he/she is processed as an employee by RSCCD but under this agreement is an employee of Goodwill Industries. RSCCD does not pay for any portion of the instructor's salary.
  - The Instructional Service Agreement between Goodwill Industries and SCC Division of Continuing Education is part of a multi-agency partnership to run a Project SEARCH Program. Project SEARCH is a national program that combines education and job skills training for adults with intellectual disabilities. The goal of the one-year program is for students to gain job skills that will lead to Competitive Integrated Employment (CIE). To be considered successful, 70% of students should be working in a job that is competitive and integrated within 18 months of completing the program. To-date, SCC's students have reached or exceeded the 70% employment goal. Organizations who have hired our students include CHOC Children's Hospital, UCI Medical Center, St. Jude Medical, Goodwill Industries, Pavilions, Village Green Foods, Ruff House Pet Care, and Bracken's Kitchen.

Here is a local news item about one of our graduates:

<https://spectrumnews1.com/ca/la-west/news/2019/02/07/organizations-partner-up-to-help-man-living-with-disability-achieve-his-dream>

*From Trustee Zeke Hernandez*

**3.25 Approval of Classroom Lease Renewal with Orange Unified School District (OUSD)**

**3.26 Approval of Renewal of Memorandum of Understanding (MOU) for Bridge Program with Orange Unified School District**

**3.27 Approval of Renewal of Consulting Agreement with Orange Unified School District**

1. If RSCCD allowed to waive fees for use of classroom(s) for Bridge Program and Consulting Agreement...Is there a way to also have classroom(s) fees waived for the Continuation Education courses (#3.25)?
  - There are two primary reasons we are not charged facility fees for the Bridge Program and Consulting Agreement: 1) the classes take place during OUSD normal operating hours and no additional OUSD staff is required to accommodate our needs; and 2) the students who attend these classes are mostly OUSD students or parents of OUSD students.

Item 3.25 is to obtain approval to pay OUSD a lease fee for evening classes for our adult students who may or may not have children who are OUSD students. Because the classes are in the evening, they require custodial assistance to open and lock gates as well as open, lock and clean classrooms and bathrooms. These are additional expenses that OUSD incurs for our holding classes outside of their normal operating hours. The lease rate is to reimburse OUSD for these costs.

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**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
*Office of the Vice Chancellor - Business Operations/Fiscal Services*

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2323 N. Broadway  
Santa Ana, CA 92706  
(714) 480-7340 – Office  
(714) 796-3935 – Fax

**Date:** June 17, 2019  
**To:** Dr. Raúl Rodríguez  
**From:** Peter J. Hardash and Adam O'Connor  
**Subject:** Responses to Board Requests

*From Trustee Phillip Yarbrough*

Here are my budget questions on the Tentative Budget (Item 4.3)

1. **Account 3200, Page 9, Question: 17-18 \$6.5m, 18-19 \$8.2m, 19-20 \$10.9m please explain these increases. State mandated?**
  - Line item 3200 accounts for the employer Public Employees' Retirement System (PERS) expenses. The cost of PERS (and STRS as well) as a percent of salary has been increasing each year since 2013/14. In 2017/18 the percent was 15.531%, in 2018/19 it was 18.062% and it is budgeted at 20.7% for 2019/20. As soon as the PERS actuary has completed the calculations, we anticipate a slight reduction in the cost for the Adopted Budget based on the final state budget. Page 85 of the Tentative Budget displays these increases and the cumulative cost increases to our budget. At this time, we expect at least five (5) additional years with cost increases.
2. **Account 3400, Page 9, Question: Health and Welfare Benefits**
  - This line item accounts for the costs of our employee and retiree medical coverage. We are estimating a 3.5% increase in the cost of premiums in the second half of the fiscal year 2019/20. RSCCD health benefit plans are on a January 1 to December 31 policy year. As a percentage of salaries, based on the estimated cost of all 1000 and 2000 accounts in 2018/19, the Health and Welfare account 3400 is 24.6% of salaries. The percentage for 2019/20 Tentative Budget is 25.4% of salaries or about a 3.3% increase.
3. **Account 5100, Page 10, Question: Explain how we go from \$24.2m in 17-18 to \$155.8 revised for that year, then to \$88.4m in 18-19 Est to \$137.3 19-20 Tent.**
  - The expense in this account has a direct relationship with the revenue earned in 8629 and is discussed in detail in question #10 below.
4. **Account 5800, Page 10, Question: Mr. Toad's Wild Ride has fewer turns and changes that this account. Please explain them.**
  - The expense in this account has a direct relationship with the revenue earned in 8629 and is discussed in detail in question #10 below. In addition, there are a number of grants that anticipate spending additional funds in this category in 2019/20, the largest of which include the CTE Strong Workforce Program, SSSP and Economic Workforce Development Key Talent Administration.

5. **Account 5900, Page 10, Question: I just need you to explain how the revised in 18-19 was almost seven times the expenses from the prior year, and why the 19-20 is almost the same from 18-19 Est.**
  - The expense in this account has a direct relationship with the revenue earned in 8629 and is discussed in detail in question #10 below. In addition, there are a number of grants that anticipate spending additional funds in this category in 2019/20, the largest of which include the CTE Strong Workforce Program, SSSP and Economic Workforce Development Key Talent Administration.
  
6. **Accounts 7930 & 7950, Page 11, Question: Explain the relationship to these accounts. Obviously we are shifting \$15m in 7950 budget stabilization to 7930 12.5% contingency. What is now our position in 7950, exposure? This was a budget item to deal with Gov. Davis' fantasy budgets and was kept on afterward, but if we shift all of it to 7930, what happens to our position of fiscal stability?**
  - At the November 20, 2018 the Board Fiscal/Audit Committee discussed and recommended to the full Board an increase in the Board Policy Contingency (7930) from 5% to 12.5% by transferring funds from the Budget Stabilization Fund (7950). The Board approved this increase to 7930 in Board Policy 6250 on February 25, 2019. This further solidifies our fiscal solvency with this higher reserve level.
  
7. **Account 8860, Page 13, Question: Does this drop in interest income in a rising interest rate market (as compared to last year) represent the \$15m added to 7930? If so, where is the interest earned in 7930? Explain the difference between Adopted Budget and Allocated Budget and Estimated Revenue/Expense. When is the Estimate Rev/Exp finalized (Actual)? I would like to see the percentage change from Tentative to prior year actual in the future.**
  - The “Adopted Budget” are the numbers the Board approves each year at the September Board meeting when the budget is officially adopted. The “Allocated Budget” takes into account any changes in the budget since the point of adoption and reflects the most up-to-date budget during the year. At Tentative Budget, we show “Estimated Rev/Exp” as the fiscal year is not complete yet. Our fiscal year ends June 30<sup>th</sup> and the final revenues and expenses are not known until our books are closed in early August. These actual, final revenues and expenses are included in the Adopted Budget. Regarding interest income, at the point we started our budget assumptions, we increased the interest income budget to \$1 million. We are currently updating our budget assumptions for the Adopted Budget. This budget will be increased due to additional anticipated interest income next year.
  
8. **Account 5800, Page 21, Question: Explain the increase to this category.**
  - The expense in this account has a direct relationship with the revenue earned in 8629 and is discussed in detail in question #10 below.
  
9. **Account 8170, Page 23, Question: Explain this increase and how it is being applied in relation to new state mandates. Does this also apply to 8659?**
  - 8170 funds are federal Carl D. Perkins funds for career education. SAC and SCC receive annual allocations based on certain metrics, and RSCCD was selected to serve as the fiscal agent for the 2018/19 Regional Consortia (\$2.1 million) grants which significantly increased the 8170.
  - RSCCD was awarded a number of fiscal agent grants that significantly increased the revenue in 8659. Funds are not allocated until the Chancellor’s Office (CO) directs the RSCCD to make awards, which means that not all funds have yet been encumbered through sub-awards. If sub-awards are not made, then the funds will not be spent. The payment process is according to the following cycle: sub-awardees submit invoices for payment to the CO, the CO approves, RSCCD pays, and then RSCCD invoices the CO for payment.
  
10. **Account 8629, Page 23, Question: Wow! You know what I'm going to ask. \$16m 17-18 to \$125.6m 19-20.**
  - RSCCD receives a number of Chancellor’s Office statewide fiscal agent pass-through grants under apportionment that are coded 8629: i.e., Strong Workforce Program (SWP) and Adult Education Block Grant (AEBG). SWP consists of about \$30 million for Regional Fund projects to LA and OC colleges, and \$3 million to SAC and SCC for local SWP projects, each year since 2016/2017.

In addition, RSCCD is the fiscal agent of the SWP K12 Pathway Improvement grant, with \$39 million awarded in 2018/19. Also, RSCCD receives about \$3 million for AEBG each year since 2016/2017. The \$140 million revenue listed on the revised budget for 2018/19 includes revenue for 2017/18 SWP Regional and Local Funds that were not received in the prior year.

11. **Account 8891, Page 24, Question: What other local revenue are we receiving? Bond taxation?**
  - These local grants are for several small grants including the St. Joseph Clinical Training Grant, California Campus Catalyst Fund and the Tobacco-free College Program to name a few.
12. **Account 2100, Page 25, Question: There is a \$4.5m increase that I need to know how it emanated.**
  - This is in Restricted Fund 12, which accounts for all grants. If you compare the Tentative Budget to 2018/19 estimated expenses, there is a \$3.579 million increase. There are a number of grants that anticipate spending additional funds on classified salaries in 2019/20, the largest of which include the CTE Strong Workforce Program, SSSP and Economic Workforce Development Key Talent Administration.
13. **Accounts 3200/3300/3400, Page 25, Question: These three go from \$6.691m 17-18 to \$11.006m 19-20 or a 65.5% increase. Please explain these changes.**
  - Please see responses to Questions 1 and 2 above. In addition, line item 3300 accounts for 1.45% of all salaries for Medicare plus 6.2% of classified salaries for Social Security.
14. **Account 5100, Page 26, Question: \$22.5 17-18 to \$134.4m 19-20, please explain.**
  - The expense in this account has a direct relationship with the revenue earned in 8629 and is discussed in detail in question #10 above.
15. **Account 5800, Page 26, Question: Explain the increase please.**
  - The expense in this account has a direct relationship with the revenue earned in 8629 and is discussed in detail in question #10 above. In addition, there are a number of grants that anticipate spending additional funds in this category in 2019/20, the largest of which include the CTE Strong Workforce Program, SSSP and Economic Workforce Development Key Talent Administration.
16. **Account 5900, Page 26, Question: Explain the increase please.**
  - The expense in this account has a direct relationship with the revenue earned in 8629 and is discussed in detail in question #10 below. In addition, there are a number of grants that anticipate spending additional funds in this category in 2019/20, the largest of which include the CTE Strong Workforce Program, SSSP and Economic Workforce Development Key Talent Administration.
17. **Account 7600, Page 27, Question: Why does Other Student Aid almost double in the past two years?**
  - There are a number of restricted grants/projects that budget for student aid. The largest increases are in the California College Promise, Pell Grants, Upward Bound and Veterans Resource Center Grant programs.
18. **Account 8699, Page 28, Question: Did this category change into this from another category, or is this something new?**
  - Beginning in 2015/16, GASB 68 requires districts to book its proportional share of the state's contribution to CalSTRS on behalf of Local Education Agency (LEA) employees. It is referred to as "STRS on-behalf" and has amounted to approximately \$4.2 million, though we anticipate this amount may increase at Adopted Budget. CalSTRS provides this calculated amount. The accounting entry books both revenue and expense, and has no effect on our budget overall. Line item 3100 on page 29 is where the corresponding expense side is booked.
19. **Account 1300, Page 29, Question: What is happening in Instructional Salaries?**
  - This account is in Fund 13 (one-time unrestricted general fund). Both colleges are budgeting a portion of their carryover funds to augment their ongoing budgets for part-time faculty, which can be found on page 20.

**20. Account 5900, Page 42, Question: Is this new expense ongoing?**

- No this is not a new ongoing expense in the Child Development fund. We receive our state grant from California Department of Education. They encourage contractors to keep a portion of the total contracts in reserve and we currently have 2.91% (\$136,860) as a set aside to remain available if we need to supplement the contract.

**21. Account 8651, Page 44, Question: I've not seen a bigger percentage increase since I change the reporting to reflect percentage change. 146.136%! Please explain the background of our new reigning champion.**

- This account reflects income from the state for construction projects. In 2019/20 we are reflecting the entire state match allocation of \$20,729,000 for the Russell Hall Replacement project (Health Sciences). This \$14,175 received in 2018/19 is the reimbursement for Claim No. 1 associated with this project. The state only reimburses the District on a claim basis not in a lump sum. We have submitted a total of 4 claims to the State (it is done quarterly), but to date we have only been reimbursed for the first claim. We still have outstanding claims owed to District in the amount of \$1,048,624 for the 2018/19 fiscal year.

**22. Account 8890, Page 44, Question: Does this represent the finalization of Measure E?**

- Measure E was accounted for in Fund 42, which is now closed. This account accumulates miscellaneous revenue in the Capital Outlay Fund and typically has a very small amount of utility credits and other surcharges. In 2017/18 the revenue was more due to a contractor settlement check deposited to this account.

**23. Account Various, Pages 46-47, Question: Am I correct in assuming that most of these changes are the result of SAC remodeling?**

- Fund 41 covers all district capital outlay costs (other than bond projects) for projects at SAC, SCC, District Office and any other district property. Projects change from year to year and include allocations for State Scheduled Maintenance, locally funded projects, energy conservation projects, and redevelopment (RDA) funded projects.

**24. Account 6254, Page 47, Question: Is this razing of the OEC?**

- Yes, this preliminary budget is specifically for the building demolition and any site underground demolition that may be needed in the future at OEC. This budget is still part of the total OEC budget for the project but only reflects the category of demolition. Please note that this budget may be changed in the future and/or any remaining dollars may be reallocated to other costs within the total OEC project budget.

**25. Accounts 6900 & 7920, Page 48, Question: Explain these contingency budgets (SAC?)**

- 6900 Project Contingencies is a budget category that is used for each project when developing a total project budget for capital construction projects. Each of the project budgets typically has a 10% construction contingency and 6-8% project/design contingency at the beginning of a project and is a preliminary planning budget that is reduced over the life of the project. The 6900 category reflects the total cumulative contingencies budgeted for all active and current projects in Fund 41.
- 7920 Restricted Contingency is a category that is used for future project budgets and is allocated when a specific project budget is developed. There are several projects in planning in the queue where budgets have yet to be developed. Also, when unused project contingencies are not fully utilized, it returns to the restricted contingency to be reallocated/utilized for other future project budgets.

**26. Account - Other Oper, Page 91, Question: \$42.3 17-18 to \$108.6 18-19 to \$164.2 19-20. This is the 5800 & 5900 accounts, aren't they? Please explain these increases.**

- This line item accounts for all 5000 expenses in Funds 11, 12 and 13, which include 5800 and 5900, but also 5100 which accounts for the greatest differences and again relates to the response given in question #10 along with a number of grants that anticipate spending additional funds in these categories in 2019/20, the largest of which include the CTE Strong Workforce Program, SSSP and Economic Workforce Development Key Talent Administration.

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**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
*Office of the Vice Chancellor - Business Operations/Fiscal Services*

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2323 N. Broadway  
Santa Ana, CA 92706  
(714) 480-7340 – Office  
(714) 796-3935 – Fax

**Date:** June 17, 2019  
**To:** Dr. Raúl Rodríguez  
**From:** Peter J. Hardash and Adam O'Connor  
**Subject:** Responses to Board Requests

*From Trustee Zeke Hernandez*

4.4 Adoption of Resolution No. 19-12 regarding Public Agencies Post-employment Benefits Trust Administered by Public Agency Retirement Services (PARS) and Approval of Request for Proposal (RFP) #1366 Irrevocable Trust Management

I fully understand my support and the need for the Trust ... as we supported through the committee process. My questions deals with the selection of entity.

**How is this different (better) than the CALPERS-CERBT proposal?**

- The evaluation committee, which included representatives from CSEA 579, CSEA 888, FARSCCD, Human Resources and Business Operations/Fiscal Services reviewed and evaluated all proposals and after review recommended PARS as the proposal that best met the district's needs. This recommendation was based on the low fees, consistent returns, flexibility offered, references from other districts and our own experience with PARS, which offers our Social Security Alternative plan and provides excellent customer service. The Orange County Treasurer was also consulted throughout the process and concurred with this recommendation.

**Are we shying away from CALPERS because of it being CALPERS? Understandable, if yes.**

- As stated above, the committee reviewed all five proposals and believes the PARS proposal best meets the district's needs.

**Although it is part of regular language in agreement, is it realistic that contract can be terminated in 30 days and funds closed out within this period of time.**

- We don't anticipate needing to terminate this contract, but if for some reason we did need to terminate, PARS would be obligated to close out within this 30 day period.

**I ask this - If it is clear that the return is not as they should be or that there are additional fees that make the returns less than what could be anticipated/gained. As there are additional fees not exactly spelled out (Management, Trustee)?**

- The 0.22078% fee as stated on the chart includes trust administration, investment management, and trustee fees. There are no other fees and they guarantee the fees will not increase for this three-year term. In fact, as our deposits to the trust increase, the percentage charged for fees will actually decrease. The expense ratios in the funds invested are net of the returns shown. The district will be starting our investment in the Balanced Strategy which shows a very low 0.08% expense ratio. Since this comparison was made, PARS latest portfolio overview as of March 31, 2019 shows the three-year return of 7.62% and ten-year return of 10.61%. The Orange County Treasury currently is earning only 2.02%.

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**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
*Office of the Vice Chancellor – Educational Services*

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**Date:** June 17, 2019  
**To:** Dr. Raúl Rodríguez  
**From:** Enrique Perez, J.D.  
**Subject:** Responses to Board Requests for June 17, 2019 Docket

*From Trustee Zeke Hernandez*

**5.12 Approval of Amendment to Research Contract with Cambridge West Partnership, LLC (CWP)**

**Are the items listed under "Analysis" the changes to the current contract being added on to the original contract work?**

No. This amendment only corrects the commencement date in the contract which was erroneously included as February 1, 2019 (Article III, Section 1) to the correct date of January 1, 2019. Nothing else is being amended or added to the original contract. The scope of work was completed in May 2019. The Analysis on the docket cover sheet was included to summarize the items addressed by the original contract. The Analysis should have been clearer that these items had been addressed and not that they “will” be addressed.

**What was the contract period since it states that work started in January 2019 6 months later we are adding more stipulations? What was amount of original contract, has the approved budget impact been changed (\$35K)?**

The commencement date in the contract was erroneously included as February 1, 2019 (Article III, Section 1). It should have been included as January 1, 2019. The correct contract period was January 1, 2019 – May 31, 2019. The scope of work was completed in May 2019 and nothing else is being amended or added to the original contract. The original contract was not to exceed \$35,000. The total amount paid was \$32,550.

**The scope of work (Project Proposal) states completion of work is May 31, 2019? We are passed this date?**

Yes. The scope of work was completed in May 2019.

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**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
*Office of the Vice Chancellor - Business Operations/Fiscal Services*

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2323 N. Broadway  
Santa Ana, CA 92706  
(714) 480-7340 – Office  
(714) 796-3935 – Fax

**Date:** June 17, 2019  
**To:** Dr. Raúl Rodríguez  
**From:** Peter J. Hardash  
**Subject:** Response to Board Requests

*From Trustee Phillip Yarbrough*

**What day did we receive the Bond Measure Feasibility Study from True North?**

- The Bond Measure Feasibility Study from True North was received on June 3, 2019. The report was forwarded and shared with Chancellor's Cabinet on June 3, 2019.