

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)**  
**Board of Trustees (Regular meeting)**  
**via Zoom**  
**2323 North Broadway,**  
**Santa Ana, CA 92706**

**Monday, June 21, 2021**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The Zoom meeting was called to order at 4:34 p.m. by Mr. Phil Yarbrough via video/teleconference. Other members present were Dr. Tina Arias Miller, Mr. David Crockett, Mr. John Hanna, Mr. Zeke Hernandez, Mr. Larry Labrado, Mr. Sal Tinajero, and Ms. Elisabeth Neely participated via video/teleconference (Zoom) pursuant to Governor Newsom's Executive Order N-29-20.

Administrators present during the regular meeting via video/teleconference (Zoom) were Ms. Tracie Green, Dr. Marilyn Flores, Mr. Marvin Martinez, Mr. Adam O'Connor, Mr. Enrique Perez, Mr. Jose Vargas, and Mr. Alistair Winter. Ms. Anita Lucarelli was present via video/teleconference (Zoom) as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Mr. Yarbrough, President, RSCCD Board of Trustees.

1.3 Administration of Oath of Allegiance to Elisabeth Neely, 2021-2022 Student Trustee

Mr. Yarbrough administered the Oath of Allegiance to Ms. Elisabeth Neely. The board welcomed her as the 2021-2022 student trustee.

1.4 Approval of Additions or Corrections to Agenda

It was moved by Dr. Arias Miller and seconded by Mr. Tinajero to approve revised pages (2 & 12) of the agenda (which included adding Item 6.10 Supplemental Retirement Plan [SRP 2] through Phase II Systems Corporation dba Public Agency Retirement Services [PARS] to page 12 of the agenda). The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely's advisory vote was aye.

### 1.5 Public Comment

Dr. Becky Ettinger, Ms. Kathrine Lemen, Ms. Karen Martin, Ms. Denise Salcido, and Ms. Kristie Sepulveda-Burchit spoke regarding Item 5.14 (First Reading of Board Policies) in opposition of Board Policy (BP) 7325 SARS-CoV-2 (Severe Acute Respiratory Syndrome Coronavirus 2) Vaccination Program (NEW) – Employees.

Mr. Morrie Barembaum spoke regarding ideas provided to the Chancellor to educate staff on BP 7325 SARS-CoV-2 (Severe Acute Respiratory Syndrome Coronavirus 2) Vaccination Program (NEW) – Employees.

Ms. Diana Casares spoke on behalf of the classified staff regarding concerns over the lack of leadership by the Chancellor.

Ms. Carrie Graham asked a question regarding Item 5.14 (First Reading of Board Policies) BP 7325 SARS-CoV-2 (Severe Acute Respiratory Syndrome Coronavirus 2) Vaccination Program (NEW) – Employees. Mr. Yarbrough asked that she submit her questions to the Santa Ana College president.

### 1.6 Approval of Minutes

It was moved by Mr. Labrado and seconded by Mr. Hernandez to approve the minutes of the regular meeting held May 24, 2021. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

### 1.7 Approval of Consent Calendar

It was moved by Mr. Hernandez and seconded by Ms. Neely 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 3.1 (College and Career Access Pathways, a Dual Enrollment Partnership Agreement 2021-2026 with Santa Ana Unified School District [SAUSD]) removed from the consent calendar by Mr. Tinajero; Item 4.7 (Award of Bid #1405 for Building D Elevator Modernization Project at Santiago Canyon College [SCC]) removed from the consent calendar by Ms. Neely; and Item 3.2 (Joint Use Agreement between Santa Ana Unified School District and Rancho Santiago Community College District for Middle College High School [MCHS]), Item 4.14 (Purchase Orders Approved by Chancellor per Resolution No. 20-03 Declaring an Emergency and Authorizing Necessary Actions Regarding Novel Coronavirus [COVID-19]), Item 4.16 (Agreement with ProcureAmerica, Business Intelligence Services), Item 5.10 (Master Agreement Template between RSCCD and Its Three Auxiliary Foundations), and Item 5.11 (Renewal of Contract with Townsend Public Affairs, Inc.) removed from the consent calendar by Mr. Hernandez. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

1.7 Approval of Consent Calendar (cont.)

3.3 Ratification of Agreement for COVID-19 Testing Services with Medica Testing Group, Inc. in Association with Eastside Family Medical Associates, Inc.

The board ratified the agreement for COVID-19 testing services with Medica Testing Group, Inc. in association with Eastside Family Medical Associates, Inc., as presented.

3.4 Approval of First Amendment to Educational Affiliation Agreement between Rancho Santiago Community College District and Interface Rehab, Inc.

The board approved the first amendment to the educational affiliation agreement between RSCCD and Interface Rehab, Inc. located in Placentia, California, as presented.

3.5 Approval of Proposed Revisions for 2021-2022 Santiago Canyon College Catalog

The board approved the proposed revisions for the 2021-2022 SCC catalog.

3.6 Approval of 2021-2022 California/Nevada Training Trust Master Cost Agreement

The board approved the 2021-2022 California/Nevada Training Trust master cost agreement as presented.

3.7 Approval of 2021-2022 JTS Services Master Cost Agreement

The board approved the 2021-2022 JTS Services master cost agreement as presented.

3.8 Approval of 2021-2022 Metropolitan Water District of Southern California Master Cost Agreement

The board approved the 2021-2022 Metropolitan Water District of Southern California master cost agreement as presented.

3.9 Approval of 2021-2022 Operating Engineers Training Trust JATC Master Cost Agreement

The board approved the 2021-2022 Operating Engineers Training Trust JATC Master Cost Agreement as presented.

3.10 Approval of 2021-2022 Orange County Electrical Training Trust Master Cost Agreement

The board approved the 2021-2022 Orange County Electrical Training Trust master cost agreement as presented.

3.11 Approval of 2021-2022 Southern California Surveyors Master Cost Agreement

The board approved the 2021-2022 Southern California Surveyors master cost agreement as presented.

3.13 Approval of Instructional Service Agreement with Santa Ana Beauty Academy

The board approved the instructional service agreement with Santa Ana Beauty Academy as presented.

1.7 Approval of Consent Calendar (cont.)

3.14 Approval of Professional Services Agreement with PGINET Consulting  
The board approved the professional services agreement with PGINET Consulting as presented.

3.15 Approval of Professional Services Agreement with Interact Communications, Inc.  
The board approved the professional services agreement with Interact Communications, Inc. as presented.

3.16 Approval of Santiago Canyon College Media Campaign with Spectrum Reach  
The board approved the SCC media campaign with Spectrum Reach as presented.

4.1 Approval of Payment of Bills  
The board approved payment of bills as submitted.

4.2 Approval of Budget Increases/Decreases, and Budget Transfers  
The board approved budget increases/decreases, and transfers from May 11, 2021, to June 7, 2021.

4.3 Adoption of Resolution No. 21-10 to Establish Agency Fund No. 89  
The board adopted Resolution No. 21-10 to establish Agency Fund No. 89.

4.5 Approval of Agreement with Brailsford & Dunlavey, Inc. for Development Planning for Centennial Education Center (CEC) at Santa Ana College (SAC)  
The board approved the agreement with Brailsford & Dunlavey, Inc. for professional consulting services for development planning for CEC at SAC as presented.

4.6 Award of Bid #1407 Science Center for Owner Furnished Furnishings and Equipment Project at Santa Ana College  
The board approved the award of Bid #1407 to Ramco General Engineering Contractors for the Science Center owner furnishings and equipment project at SAC as presented.

4.8 Approval of Amendment to Agreement with Cannon Corporation for On-Call District-wide Land Survey Services  
The board approved the amendment to the agreement with Cannon Corporation for on-call District-wide land survey services as presented.

4.9 Approval of Renewal of Services with Rave Mobile Safety for Rave Alert and Addition of Rave Guardian  
The board approved the renewal of services with Rave Mobile Safety for Rave Alert and the addition of Rave Guardian as presented; and authorized the Interim Vice Chancellor of Business Operations/Fiscal Services to enter into the agreement for a five-year renewal period.

1.7 Approval of Consent Calendar (cont.)

4.10 Approval of Contract for Full Service Maintenance Program with Case Emergency Systems

The board approved the contract for a full service maintenance program with Case Emergency Systems, as presented.

4.11 Acceptance and Award of Request for Proposal (RFP) #1403 for Legal Counsel for District-wide Services

The board awarded RFP #1403 for legal counsel for District-wide services to seven law firms and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into related agreements on behalf of the District as presented.

4.12 Approval of Agreement for General Counsel Services with AlvaradoSmith

The board approved authorizing the Vice Chancellor of Business Operations/Fiscal Services or his designee to renew the proposed agreement between RSCCD and AlvaradoSmith as presented.

4.13 Approval of 2021-2022 Contract Listing

The board approved the 2021-2022 contract listing as presented.

4.15 Approval of Purchase Orders

The board approved the purchase order listing for the period May 2, 2021, through May 22, 2021.

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:

- Early Head Start (District) - *Augmentation* \$ 24,239
- California Adult Education Program (SAC & SCC) \$3,207,811
- Regional Director for Employer Engagement – Information & Communication Technologies (ICT)/Digital Media (District) \$ 50,000

5.2 Adoption of Resolution No. 21-11 with California Department of Social Services for General Child Care and Development Programs (Contract #CCTR-1168)

The board adopted Resolution No. 21-11 with the California Department of Social Services and authorized the Chancellor or his designees to sign and enter into a related contractual agreement on behalf of the district.

5.3 Adoption of Resolution No. 21-12 with California Department of Education for California State Preschool Program (Contract #CSPP-1358)

The board adopted Resolution No. 21-12 with the California Department of Education and authorized the Chancellor or his designees to sign and enter into a related contractual agreement on behalf of the district.

1.7 Approval of Consent Calendar (cont.)

5.4 Approval of Professional Services Agreement with Network Kinecton

The board approved the professional services 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.

5.5 Approval of Professional Services Agreement with The McNellis Corporation

The board approved the professional services 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 Professional Services Agreement with UNITE-LA

The board approved the professional services 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 Professional Services Agreement with Cumulus Technology Services, LLC

The board approved the professional services 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.

5.8 Approval of Professional Services Agreement for Managed Threat Detection Services with Tyler Technologies, Inc.

The board approved the professional services 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.

5.9 Approval of Professional Services Agreement with VPLS, Inc.

The board approved the professional services 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 Recognition of Classified Staff

The board recognized Ms. Anaisabelle Garcia, Curriculum Specialist, Santiago Canyon College; Mr. Glenn Lott, Technical Specialist I, RSCCD; and Ms. Denise Scolaro, Job Placement Coordinator, Santa Ana College; for being named as Classified Employee of the Year at their respective campuses; and for their professional achievements, dedication, and service to the campus community and the Rancho Santiago Community College District.

1.9 Public Hearing - 2021-2022 Tentative Budget

There were no public comments.

## **2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

### **2.1 Report from the Chancellor**

Mr. Marvin Martinez, Chancellor, provided a report to the board.

### **2.2 Reports from College Presidents**

The following college representatives provided reports to the board, which included each president reading a “Notice to the Public Regarding Accreditation Third Party Comments” for their respective college:

Dr. Marilyn Flores, Interim President, Santa Ana College  
Mr. Jose Vargas, Interim President, Santiago Canyon College

### **2.3 Report from Student Trustee**

Ms. Neely 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. Elisabeth Neely, Student President, Santiago Canyon College  
Ms. Monica Renteria, Student President, Santa Ana College

### **2.5 Reports from Academic Senate Presidents**

The following academic senate representatives provided reports to the board:

Mr. Craig Rutan, Academic Senate President, Santiago Canyon College  
Mr. Roy Shahbazian, Academic Senate President, Santa Ana College

### **2.6 Reports from Board Committee Chairpersons and Representatives of the Board**

Dr. Arias Miller provided a report on the June 17, 2021, Board Institutional Effectiveness Committee meeting.

Mr. Labrado provided a report on the May 27, 2021, Board Legislative Committee meeting.

Dr. Arias Miller provided a report on the June 15, 2021, Board Policy Committee meeting.

Mr. Tinajero provided a report on the June 8, 2021, RSCCD Foundation meeting.

### **3.0 INSTRUCTION**

Items 3.3 through 3.11, and 3.13, 3.14, 3.15, and 3.16 were approved as part of Item 1.7 (Consent Calendar).

#### **3.1 Approval of College and Career Access Pathways, a Dual Enrollment Partnership Agreement 2021-2026 with Santa Ana Unified School District**

It was moved by Mr. Tinajero and seconded by Dr. Arias Miller to approve the College and Career Access Pathways, a Dual Enrollment Partnership agreement 2021-2026 with SAUSD located in Santa Ana, California, as presented. Discussion ensued. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

#### **3.2 Approval of Joint Use Agreement between Santa Ana Unified School District and Rancho Santiago Community College District for Middle College High School**

It was moved by Mr. Tinajero and seconded by Mr. Hernandez to approve the Joint Use Agreement between SAUSD and RSCCD for MCHS, as presented. Discussion ensued. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

#### **3.12 Approval of 2021-2022 Southwest Carpenters Training Fund and Southwest Carpenter and Affiliated Trades Joint Apprenticeship and Training Committee Master Cost Agreement**

Mr. Hanna expressed his intention to abstain from the vote due to a potential conflict of interest and left the meeting at this time.

It was moved by Mr. Hernandez and seconded by Mr. Tinajero to approve the Southwest Carpenters Training Fund and Southern California Carpentry Joint Apprenticeship and Training Committee master cost agreement as presented. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough; and a vote of abstention from Mr. Hanna. Student Trustee Neely’s advisory vote was aye.

Mr. Hanna returned to the meeting at this time.

### **4.0 BUSINESS OPERATIONS/FISCAL SERVICES**

Items 4.1, 4.2, 4.3, and 4.5, 4.6, 4.8, 4.9, 4.10, 4.11, 4.12, 4.13, 4.15 and 4.16 were approved as part of Item 1.7 (Consent Calendar).

#### 4.4 Approval of 2021-2022 Tentative Budget

It was moved by Dr. Arias Miller and seconded by Mr. Hernandez to approve the 2021-2022 proposed Tentative Budget as presented. Discussion ensued. Mr. Yarbrough asked that the responses to his questions be added to the minutes. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

#### 4.7 Ratification of Award of Bid #1405 for Building D Elevator Modernization Project at Santiago Canyon College

It was moved by Ms. Neely and seconded by Mr. Crockett to ratify awarding Bid #1405 for Building D elevator modernization project at SCC as presented. Discussion ensued. Mr. Hanna asked that the following be included in the minutes verbatim:

**Ms. Neely:** *Yes, sir. Upon reading this, contract there were a few concerns that I had. I went to SCC this morning and got in contact with campus security who let me into the building and escorted me to the elevator in question. The concerns I have about this contract are accessibility to the second floor for disabled students, while the project is occurring. This primary concern was addressed earlier today by Adam O'Connor who said that the project would occur during the spring intersession where no students would be on campus. Now the question I have is about if the project exceeds its amount of time, as some projects do, what will happen with the disabled students in regards to accessing the second floor of the building for their classes? Are there any measures in place that will either take classes outside or move classes so they are accessible to everybody?*

**Mr. Martinez:** *Go ahead Adam.*

**Mr. O'Connor:** *Thank you for the question, by the way, Trustee Neely, because it's very important for the accessibility. It made me think that just including the contract time of 210 days really didn't explain how we really tried to mitigate those accessibility issues. Thank you for that question. Yes, if for some reason something happened that pushed that longer, we would need to work with the disabled students program in order to try to move those classes and make sure that those students had accessibility to the class.*

**Ms. Neely:** *Okay. So, in the event the project does take longer, we will make a solution happen for all parties involved?*

**Mr. O'Connor:** *Yes. Correct. We would have to find a location to relocate if that were needed.*

**Ms. Neely:** *Okay.*

The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

4.14 Ratification of Purchase Orders Approved by Chancellor per Resolution No. 20-03 Declaring an Emergency and Authorizing Necessary Actions Regarding Novel Coronavirus (COVID-19)

It was moved by Mr. Hernandez and seconded by Mr. Tinajero to ratify the purchase orders approved by the chancellor per Resolution No. 20-03 for the period January 1, 2021, through June 8, 2021. Discussion ensued. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

4.16 Approval of Agreement with ProcureAmerica, Business Intelligence Services

It was moved by Mr. Tinajero and seconded by Dr. Arias Miller to approve the agreement with ProcureAmerica, Business Intelligence Services, as presented. Discussion ensued. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

**5.0 GENERAL**

Items 5.1 through 5.9 were approved as part of Item 1.7 (Consent Calendar).

5.10 Approval of Master Agreement Template between RSCCD and Its Three Auxiliary Foundations

It was moved by Dr. Arias Miller and seconded by Mr. Tinajero to approve the Master Agreement template formalizing the relationships between the District and its auxiliary foundations. Discussion ensued. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

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

It was moved by Dr. Arias Miller and seconded by Mr. Tinajero to approve the contract for consulting services with Townsend Public Affairs, Inc. as presented. Discussion ensued. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

5.12 Approval of Board Legislative Committee Recommendations

It was moved by Mr. Tinajero and seconded by Dr. Arias Miller to approve the Board Legislative Committee’s recommendations on legislative bills. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

### 5.13 Adoption of Board Policy

It was moved by Mr. Tinajero and seconded by Dr. Arias Miller to adopt Board Policy 6620 Naming of District Properties and Facilities. Discussion ensued. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

### 5.14 First Reading of Board Policies

The following policies were presented for a first reading as an information item:

- Board Policy 2431 Chancellor Selection
- Board Policy 2760 Campaign Limitations
- Board Policy 7100 Commitment to Diversity
- Board Policy 7325 SARS-CoV-2 (Severe Acute Respiratory Syndrome Coronavirus 2) Vaccination Program (NEW)

### 5.15 Discussion of RSCCD’s Relationship with SchoolsFirst Federal Credit Union

Board members discussed RSCCD’s relationship with SchoolsFirst Federal Credit Union as an informational item. Discussion ensued.

It was moved by Mr. Hernandez and seconded by Dr. Arias Miller to suspend the rules and consider additional public comments at this time. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

### 1.4 Public Comments

Mr. Barry Resnick spoke regarding his past interactions with SchoolsFirst Federal Credit Union.

### 5.15 Discussion of RSCCD’s Relationship with SchoolsFirst Federal Credit Union (cont.)

Discussion ensued. Mr. Yarbrough asked that this item be placed on the next agenda as an action item.

### 5.16 Board Member Comments

Board members commended staff on the commencement ceremonies both colleges held at Angel Stadium and commented how exceptional the students were who graduated.

Dr. Arias Miller spoke of Juneteenth begin recently recognized as a federal holiday and June as being recognized as Pride month.

Mr. Crockett and Mr. Hernandez shared their participation in Juneteenth activities.

5.16 Board Member Comments (cont.)

Mr. Crockett, Mr. Hanna, Mr. Tinajero, and Mr. Yarbrough expressed appreciation for board members having meaningful discussions especially when differing opinions are shared.

Mr. Hanna apologized for not being able to attend the commencement ceremony for SCC since graduation was so late this year and he had already made plans for June 14, 2021. He stated that it is the first time since being a member of the board that he was unable to attend.

Board members welcomed Ms. Neely as the student trustee for 2021-2022 and stated they are looking forward to working with her.

Mr. Hanna thanked Ms. Renteria for her service as the 2021-2022 SAC Student President, Mr. Shahbazian for his service as 2021-2022 SAC Academic Senate President, and Mr. Barry Resnick for his insight on the SchoolsFirst Federal Credit Union discussion.

Mr. Hernandez reported he attended the last softball game of the season.

Mr. Hernandez asked for a joint meeting with Santa Ana Unified School District Board of Education members.

Mr. Hernandez asked that the board have a Diversity, Equity & Inclusion (DEI) item on the next agenda as an action item which would include a presentation and resolution recommended by the State Chancellor's office for approval.

Mr. Tinajero stated that he is a National Football League (NFL) Raiders fan and commended one of the Raiders' players for having the courage to be the first openly gay football player in the NFL.

Mr. Tinajero announced that only two schools in the history of Orange County have won the National Championship in Speech and Debate tournament and one of them is Santa Ana High School (SAHS). He is hopeful the students who were on the SAHS Speech and Debate team that won will matriculate into Santa Ana College.

Mr. Tinajero shared that in honor of his father who was murdered when he was 15 years old, he started a scholarship at Santa Ana College for students from Santa Ana Unified School District who have competed on Speech and Debate teams.

Mr. Yarbrough asked that the responses to the questions he and Ms. Neely asked be attached to the minutes.

Mr. Yarbrough expressed appreciation to staff for providing services throughout the pandemic.

## **RECESS TO CLOSED SESSION**

The board convened into closed session at 9:10 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. Management Staff
  - d. Classified Staff
  - e. Student Workers
  - f. Professional Experts
  - g. Educational Administrator Appointments
    - (1) Vice Chancellor, Business Services
    - (2) Vice Chancellor, Human Resources
2. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

Rebecca Gonzalez v. Rancho Santiago Community College District, Alliance of Schools for Cooperative Insurance Program (ASCIP) Case #1906548

Loretta Jordan v. Rancho Santiago Community College District, Orange County Superior Court Case No. 30-2019-01072357-CU-WT-CJG

Anthony Rabiola v. Rancho Santiago Community College District, Alliance of Schools for Cooperative Insurance Program Claim Number # 1805506

Alfonso Roman v. Rancho Santiago Community College District, Orange County Superior Court Case No. 30-2021-01196907-CU-OE-CJC

Francois Tabi v. The Regents and Trustees of Santa Ana College, United States District Court Central District of California Case No. CV20-00323

3. Appeal of Student Expulsion (pursuant to Education Code 76030)  
Student #2173613
4. Public Employee Performance Evaluation (Gov. Code section 54957[b][1])
  - a. Chancellor Marvin Martinez, annual review
5. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)  
Agency Negotiator: Alistair Winter, Assistant 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

## **RECONVENE**

The board reconvened at 11:49 p.m.

Due to technical difficulties, Mr. Hanna did not rejoin the public meeting at this time.

### Public Comment

There were no public comments.

### Closed Session Report

Mr. Crockett reported the board discussed the appeal of a student expulsion, evaluation of the Chancellor and labor negotiations; and the board took action during closed session to uphold the expulsion of Student #2173613 with the following vote: Aye – Mr. Labrado, and Mr. Tinajero, and Mr. Yarbrough; Nay - Dr. Arias Miller, Mr. Hanna, and Mr. Hernandez. Mr. Crockett recused himself from the vote. Student Trustee Neely's advisory vote was nay.

## **6.0 HUMAN RESOURCES**

### **6.1 Approval of Appointment/Employment Agreement: Vice Chancellor, Business Services**

Mr. Yarbrough indicated this item is to approve the appointment and employment contract for Iris I. Ingram as Vice Chancellor for Business Services and to discuss the terms of employment contract per Government Code 54953(c)(3) prior to taking final action on the salary and fringe benefits of the employment contract:

1. The proposed salary for Iris Ingram, the new Vice Chancellor, Business Services, is \$245,132.00 for the academic year with a start date of July 6, 2021.
2. Health and welfare benefits shall be the same as that currently provided to all District administrators.
3. Fringe benefits will include a onetime up to \$10,000 moving allowance.
4. Cell phone to be paid for by the District.
5. The District will contribute \$605 per month to a tax-sheltered annuity.

It was moved by Mr. Tinajero and seconded by Mr. Hernandez to approve the appointment/employment agreement for the Vice Chancellor, Business Services. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely's advisory vote was aye.

Mr. Hanna joined the public meeting at this time.

6.2 Approval of Appointment/Employment Agreement: Vice Chancellor, Human Resources

Mr. Yarbrough indicated this item is to approve the appointment and employment contract for Cheng Yu Hou as Vice Chancellor of Human Resources and to discuss the terms of employment contract per Government Code 54953(c)(3) prior to taking final action on the salary and fringe benefits of the employment contract:

1. The proposed salary for Cheng Yu Hou, the new Vice Chancellor of Human Resources, is \$257,388.81 for the academic year with a start date of July 6, 2021.
2. Health and welfare benefits shall be the same as that currently provided to all District administrators.
3. Fringe benefits will include a onetime up to \$10,000 moving allowance.
4. Cell phone to be paid for by the District.
5. The District will contribute \$605 per month to a tax-sheltered annuity.

It was moved by Mr. Tinajero and seconded by Dr. Arias Miller to approve to approve the appointment/employment agreement for the Vice Chancellor, Human Resources. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

6.3 Approval of 2021-2022 CEFA Permanent Hourly Salary Schedule Effective August 16, 2021

It was moved by Mr. Tinajero and seconded by Dr. Arias Miller to approve to approve the 2021-2022 CEFA Permanent Hourly Salary Schedule Effective August 16, 2021. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

6.4 Management/Academic Personnel

It was moved by Mr. Tinajero and seconded by Dr. Arias Miller to approve the following action on the management/academic personnel docket. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

- Approve 2021-2022 Administrator/Academic Supervisor Step Increases
- Approve 2021-2022 Management/Supervisory/Confidential Step Increases
- Approve Extensions of Interim Assignment
- Approve Interim Assignments
- Approve 2021-2022 CSEA 888 Contract Step Increases
- Approve 2021-2022 FARSCCD 175 Day/10 Month Contract Step Increases
- Approve 2021-2022 FARSCCD 192 Day/12 Month Contract Step Increases

6.4 Management/Academic Personnel (cont.)

- Approve 2021-2022 FARSCCD Contract Coach Stipends
- Approve 2021-2022 FARSCCD Contract Coordinator Stipends
- Approve 2021-2022 CSEA 888 Contract Stipends
- Approve 2021-2022 FARSCCD Contract Extension Days
- Approve Additional 2020-2021 Contract Extension Days
- Approve Part-time Hourly New Hires/Rehires
- Approve Non-Paid Instructors of Record

6.5 Classified Personnel

It was moved by Mr. Tinajero and seconded by Dr. Arias Miller to approve the following action on the classified personnel docket. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

- Approve 2021-2022 CSEA Chapter 579 Step Increases
- Approve Miscellaneous Pay Schedule-2021-2022  
(Compliance with scheduled minimum wage increase-Senate Bill 3)
- Approve Hourly Ongoing to Contract Assignments
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Return to Regular Assignments
- Approve Leaves of Absence
- Approve Short Term Assignments
- Approve Additional Hours for Ongoing Assignment
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Volunteers
- Approve Student Assistant Lists

6.6 Approval of First Amendment to Professional Services Agreement between Rancho Santiago Community College District and Association of Community College Trustees (ACCT)

It was moved by Mr. Tinajero and seconded by Dr. Arias Miller to approve the first amendment to the professional services agreement between RSCCD and ACCT, as presented. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

6.7 Approval of First Amendment to Professional Services Agreement between Rancho Santiago Community College District and PPL, Incorporated

It was moved by Mr. Tinajero and seconded by Dr. Arias Miller to approve the first amendment to the professional services agreement between RSCCD and PPL, Inc., as presented. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

6.8 Approval of Amendment No. 1 to Agreement between Rancho Santiago Community College District and Health Advocate, Incorporated for Employee Assistance Program and Advocacy Services

It was moved by Mr. Tinajero and seconded by Dr. Arias Miller to approve amendment No. 1 to the agreement between RSCCD Health Advocate, Inc., as presented. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

6.9 Approval of First Amendment to Professional Services Agreement between Rancho Santiago Community College District and Van Dermyden Makus Law Corporation

It was moved by Mr. Tinajero and seconded by Dr. Arias Miller to approve the first amendment to the professional services agreement between RSCCD and Van Dermyden Makus Law Corporation, as presented. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

6.10 Approval of Supplemental Retirement Plan (SRP 2) through Phase II Systems Corporation dba Public Agency Retirement Services (PARS)

It was moved by Mr. Tinajero and seconded by Ms. Neely to approve the Supplemental Retirement Plan (SRP2) through Phase II Systems Corporation dba Public Agency Retirement Services, as presented. The motion carried with the following vote: Aye – Dr. Arias Miller, Mr. Crockett, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Mr. Tinajero, and Mr. Yarbrough. Student Trustee Neely’s advisory vote was aye.

**7.0 ADJOURNMENT**

The next regular meeting of the Board of Trustees will be held on July 12, 2021.

There being no further business, Mr. Yarbrough declared the meeting adjourned at 11:57 p.m.

Respectfully submitted,

\_\_\_\_\_  
Marvin Martinez, Chancellor

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

Minutes approved: July 12, 2021

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**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

*Office of the President – Santiago Canyon College*

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

**Date:** June 21, 2021  
**To:** Marvin Martinez, Chancellor  
**From:** Jose F. Vargas, Interim President  
**Subject:** Response to Board Requests

*From Student Trustee Elisabeth Neely*

Item #3.16: Approval of Santiago Canyon College Media Campaign with Spectrum Reach

**Question: 3.16 #1 If we're going to be advertising, what is the forecasted increase of students?**

**Answer:** This item is one piece of our overall recruitment strategy. Our goal is to serve an additional 300 Full-Time Equivalent Students (FTES) for the current 2021-22 academic year compared to the 2020-21 year. Since this campaign is to increase enrollment in the fall 2021 semester, fall 2021 late start classes, and spring 2022 Intersession, the forecast would be to draw in an additional 200 students compared to the previous like semester/sessions.

**Question: 3.16 #2 Do we have the resources, specifically instructors and classes, to support them?**

**Answer:** Yes.

**Question: 3.16 #3 Do we have room in the budget for the hypothetical increase in staff and classes?**

**Answer:** Yes.

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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) 480-7342 – Office

**Date:** June 21, 2021

**To:** Marvin Martinez, Chancellor

**From:** Adam M. O'Connor, Interim Vice Chancellor, Business Operations/Fiscal Services

**Subject:** Response to Inquiry from Trustee Neely Regarding Docket Item 4.7 Ratification of Award of Bid #1405 for Building D Elevator Modernization Project at Santiago Canyon College

*From Trustee Neely*

***Item 4.7 Ratification of Award of Bid #1405 for Building D Elevator Modernization Project at Santiago Canyon College – I went to SCC today, introduced myself to campus security, and worked with them to assess the elevator situation in the D building. This project is projected to last 210 calendar days assuming nothing goes wrong. What are disabled students going to do about accessing classes during this time? The elevator in question is the sole elevator in the building and there isn't access to the second floor from any other adjacent building.***

- The 210-day estimate is for the entire contract period as there was a kickoff meeting with the contractor and the college last week. There is however a long lead time for procuring the equipment for the elevator. The elevator will only be out of service when finals are over in December through completion in February before the semester starts again.

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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) 480-7342 – Office

**Date:** June 21, 2021

**To:** Marvin Martinez, Chancellor

**From:** Adam M. O'Connor, Interim Vice Chancellor, Business Operations/Fiscal Services

**Subject:** Response to Inquiry from Trustee Yarbrough Regarding Docket Item 4.3 Adoption of Resolution No. 21-10 to Establish Agency Fund No. 89 and Item 4.4 Approval of 2021-2022 Tentative Budget

*From Trustee Yarbrough*

***Item 4.3 Adoption of Resolution No.21-10 to Establish Agency Fund No. 89 – Why doesn't the State Chancellors office get their own fund and manage it themselves? What do we get from this?***

- The Proposition 98 legislation requires that the funds be expended through a community college district, which is why the CCCCCO uses the fiscal agent model.
- The district will receive \$1.2 million per year as a flat rate to serve as the fiscal agent. These funds are a fee for the services and spent to support staffing and other costs. The agreement to serve as the fiscal agent goes for five years. The rate will be reevaluated for COLA in the third year of the agreement.

***Item 4.4 Approval of 2021-2022 Tentative Budget - Budget Questions: Pg 7 8650 Explain the volatility of this account – 8860 Is this the result of the collapse of interest rates following the outbreak of COVID-19? Pg 10 5900 Explain the increase in this account – is this one time categorical funds? Pg 12 What is the column “% change 20/21 Est/ 20/21 Budget” and why is it blank? Pg 13 8981/8983 Is this a COVID categorical item? Pg 15 5800 is this the result in the office being shut down during the pandemic? Pg 77 Fund 78 Discuss the loss last year, and the current balance of these funds that are not invested with the OC Treasurer's office. I was told that this is a place-holder budget. Why is it a place-holder budget and what changes can we then anticipate?***

- Revenue account 8659 is used to account for several large categorical programs. The volatility is related to the timing of expenditures and carryover to the next year for additional spending.

- Yes, the budget for revenue account 8860 has been reduced significantly due to falling interest rates. Our funds in the County were earning 2.34% in June 2019 and has been reduced every quarter since to the current rate of 0.74%.
- Yes, account 5900 is where the majority of the expenses in the large categorical programs mentioned above are budgeted. There is volatility in the account based on the timing of expenditures.
- The column titled “% change 20/21 Est/20/21 Budget” compares the percentage change from the current year actuals versus current year allocated budget. On page 12 most of the estimates match budget and therefore show a dash indicating there is no expected difference.
- Account 8981/8983 is used to account for interfund and intrafund transfers. Our budget assumptions include a transfer into the unrestricted general fund from the Federal Higher Education Emergency Relief (HEER) Funds in the amount of \$4,091,787.
- Much of the college carryover funds are budgeted in line item 5800 as a holding account. Once it is determined how the college anticipates spending the funds, some of the funding is transferred to other accounts. We did not experience a reduction in these expenditures due to the pandemic.
- Fund 78 accounts for the funds set aside for retiree health benefits in an irrevocable trust. These funds earned \$2.2 million in 2019/20 and we estimate the funds will earn \$9.7 million for a total of \$11.9 million since inception. There was one quarter where the funds had posted a loss but that was made up throughout the year. Although at any given time there can be market fluctuations up or down, in calendar year 2020, the funds earned a net 14.06% and calendar year 2021 through May has earned 25.23%. In addition to the current balance in the irrevocable trust of \$56.2 million, the district has an additional \$41.6 million set aside in Fund 63 for retiree health benefits as well.
- As a reminder, the tentative budget is always a placeholder budget to allow us to open the fiscal year and pay required payroll and other bills. Rarely have districts had all relevant information until the Adopted Budget is prepared and brought for approval by the Board of Trustees in September. As new information is received we update our budget assumptions and bring for Board of Trustees approval each August. There are several differences between the governor’s May Revise budget proposal and the budget passed by the legislature. They did not work out these differences before passing a budget and therefore are continuing to negotiate and will propose trailer bills to finalize the budget package before the end of June.