

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

1. Call to Order:

Vice-President McNett called the Closed Session of the Feather River Community College District Board of Trustees to order at 11:03 a.m. on Thursday, March 21, 2019, at Greenville Junior Senior High School Library 117 Grand Street, Greenville, California.

Trustees present: McNett, Elliott, Saxton, Sheehan

Trustees absent: Ware

2. Public Comment on Closed Session Items:

There was no public comment on Closed Session agenda items.

3. Adjourn to Closed Session:

The meeting was adjourned to Closed Session at 11:03 a.m.

4. Reconvene to Open Session:

Vice-President McNett reconvened the Closed Session of the Feather River Community College District Board of Trustees to Open Session at 1:10 p.m. on Thursday, March 21, 2019, at Greenville Junior Senior High School Library, 117 Grand Street, Greenville, California.

Trustees present: McNett, Elliott, Saxton, Sheehan

Trustees absent: Ware, Student Trustee Yates

5. Closed Session Announcement:

Vice-President McNett announced that the Board of Trustees had met in Closed Session and that no action had been taken.

6. Agenda

The Regular and Consent Agendas for the March 21, 2019, meeting were approved as presented, (Saxton/Sheehan/McNett/Elliott Aye) (None Opposed) (Ware/Yates Absent).

7. Minutes:

The minutes from the Regular Meeting held on Thursday, February 14, 2019, at Feather River College, LRC Room #871, 570 Golden Eagle Avenue, Quincy, California, were approved as presented, (Elliott/Saxton/McNett Aye) (None Opposed) (Sheehan Abstaining) (Ware/Yates Absent).

8. Items from the Public:

None

9. CONSENT AGENDA

*** A. Motion Items**

Prior to approval of the Consent Agenda Trustee Saxton indicated that he had a question on Consent Agenda Item #9A4, (document #12020) in the amount of \$20,000 for an increase in legal fees. He asked if the item was a budgeted amount, and Kevin Trutna, Superintendent/President, responded that the funds are budgeted and held in a contingency fund account until needed. Trustee Saxton also questioned Consent Agenda Item #9A5, Approval of Budget Augmentations/Reductions, (document #J12042) in the amount of \$79,375, Pines One-Time Funding. He stated that he had been informed at the previous meeting by Dr. Trutna that the Pines housing facility was finished. Dr. Trutna explained that the Pines housing facility was not finished and these one-time funding sources for the Pines don't disappear, but they rollover annually and are held for large improvement needs. Vice-President McNett asked Nick Boyd, Director of Facilities/CTO, to speak to the issue and he reported that the roof at the facility will need to be replaced in the next year or two because it's starting to fail, and the asphalt at the facility will need to be attended to with the wet winter that was experienced. Trustee Saxton noted that being told something is finished and then finding out it's not is an issue for him. He also recommended that the spending of these funds be tracked and that the Board of Trustees be made aware of what it is being spent on. Dr. Trutna clarified for those present that the Pines are finished for occupancy, but there will always be additional work. Trustee Sheehan added that when the Board approved the Pines project, it was done out of one-time money and the District essentially lent that money to the Foundation. He also added that the Board needs to decide how rigorous a lender it's going to be in recovering the money over time.

Trustee Saxton additionally addressed Consent Agenda Item #9A8, Approval of Venue Agreement in the amount of \$15,565 between the Sheraton Redding Hotel and Feather River College for a two-day guest and meeting room commitment effective June 18, 2019. He asked for an explanation as to how many individuals the College would be buying meals for, and Derek Lerch, Dean of Instruction/CIO, responded that the event includes accommodations of 35 rooms plus meals for a number of guests attending from the Redding area. Trustee Saxton pointed out that the College is held to a \$10,000 commitment for food without knowing how many people are going to attend and another \$5,900 for rooms for what looks like one night. Dr. Lerch explained that the agreement includes 10 rooms for one night and another 25 rooms for the following night for the 35 room total. The funds are from a grant and FRC is not held liable for the expenses, the grant would be held responsible.

Trustee Saxton also addressed Consent Agenda Item #9A9, Approval of Second Year Funding Request in the amount of \$18,660.00 (Amendment 01) to Grant Agreement #C8962318-1 between Feather River College and the State Department of Parks and Recreation Division of Boating and Waterways. He directed the Board's attention to page eight of the agreement where it indicates that the College must spend \$21,000 by April 15, 2019, on inflatable rafts. He asked if the College retains and stores the rafts, whether or not the items have already been purchased, are the items in inventory, and whether or not quotes were obtained. Darla DeRuiter, Environmental Studies Professor, responded that the rafts are kept and stored by the College, and to her knowledge they have been ordered, however, not by her. Trustee Saxton asked if multiple

quotes on the items had been obtained, and Dr. Trutna responded that the ordering would be done through Business Services and purchasing procedures are followed. Jim Scoubes, Chief Financial Officer, indicated that three quotes would need to be obtained and a purchase order opened after the item was approved by the Board of Trustees. There being no objection or further discussion, 1) Ratification of Personnel Requisitions, 2) Ratification of Personnel Actions, 3) Payroll and Commercial Warrants 4) Budget Transfers, 5) Budget Augmentation/Reductions 6) Approval of Agreement between Feather River Community College District (COLLEGE) and Regional Emergency Medical Services Authority (REMSA) (AGENCY) for COLLEGE to partner with AGENCY to provide clinical and field experience for students enrolled in Emergency Medical Technician (EMT) courses effective January 1, 2019, through December 30, 2019, 7) Approval of Affiliation Agreement between Feather River Community College District (COLLEGE) and Plumas District Hospital (AGENCY) for AGENCY to make available to designated students enrolled in the Emergency Medical Technician/Advanced Emergency Medical Technician Programs its facilities, emergency medical services, and clinical equipment to provide such students the opportunity to obtain clinical training and experience, 8) Approval of Venue Agreement in the amount of \$15,565.00 between Sheraton Redding Hotel at the Sundial Bridge and Feather River College for a 35 guest and meeting room(s) commitment effective June 18, 2019, and June 19, 2019, as part of Feather River College's commitment to carry out Regional K-14 Career Pathway Events as part of the North Far North Regional Community College Consortium and Strong Workforce Grant Program, and 9) Approval of Second Year Funding Request in the amount of \$18,660.00 (Amendment 01) to Grant Agreement #C8962318-1 between State of California – Natural Resources Agency, Department of Parks and Recreation, Division of Boating and Waterways (Grantor) and Feather River College (Grantee) to promote boating safety by offering on-the-water training to diverse members of the general public for a total grant award of \$43,430.00 effective December 1, 2018, through December 31, 2033, were approved as presented, (Sheehan /Elliott/McNett/Saxton Aye) (None Opposed) (Ware/Yates Absent).

10. REGULAR AGENDA

***A. Motion Items**

- 1) Kevin Trutna requested Approval of Curriculum Actions. There being no objection or further discussion, the request for Approval of Curriculum Actions was approved as presented, (Saxton/Elliott/McNett/Sheehan Aye) (None Opposed) (Ware/Yates Absent).
- 2) Kevin Trutna requested Approval of BP 7310, Nepotism. He explained that new language included information on how the board policy would apply to temporary employees. There being no objection or further discussion, BP 7310 Nepotism, was approved as presented, (Sheehan/Saxton /McNett/Elliott Aye) (None Opposed) (Ware/Yates Absent)
- 3) Kevin Trutna requested Approval of BP 3518, Child Abuse Reporting. There being no objection or further discussion, BP 3518, Child Abuse

Reporting, was approved as presented, (Sheehan/Saxton/McNett/Elliott Aye) (None Opposed) (Ware/Yates Absent)

- 4) Kevin Trutna requested Approval of Faculty Equivalency for Lindsay Ball, in the discipline of Athletic Training/College. After further discussion that included an explanation from Derek Lerch on the definition of equivalency as it is applied to the College by the Chancellor's Office, the request for Approval of Faculty Equivalency for Lindsay Ball was approved as presented, (Elliott/Saxton/McNett/Sheehan Aye) (None Opposed) (Ware/Yates Absent).
- 5) Kevin Trutna requested Approval of Equal Employment Opportunity (EEO) Plan. Dr. Trutna provided background information on the history of EEO Plans for colleges and how funding has now been tied to completing these plans as an incentive for improvement. David Burris added that the Chancellor's Office initially provided model language for EEO Plans and districts then crafted their own EEO Plans using the example. He also explained that now the applicant pool can be analyzed where before it was paper-based and voluntary with just 20% of the applicants providing the information on ethnic group identification, gender, or disability. He emphasized that when Districts are able to look at student and staff populations and they know what their applicant pools look like, they are better able to use the Census Bureau's tools to drill down into employment marketplaces by occupation to improve the recruitment of applicants that meet a diverse background. There being no objection, the request for Approval of Equal Employment Opportunity (EEO) Plan was approved as presented, (Sheehan/Saxton/McNett/Elliott Aye) (None Opposed) (Ware/Yates Absent).

C. Special Items/Reports

- 1) Jim Scoubes presented the District's Monthly Financial Report as of February 28, 2019. He reviewed the Unrestricted General Summary which he explained is the fund used to operate the District. He noted that all of the other District funds are restricted in nature and are reported on quarterly. In his review of the Unrestricted General Fund, Mr. Scoubes reported that revenues for the period totaled \$9,709,831 which included apportionment, property taxes, and enrollment fees up to February 28, 2019. He also explained that this reflects an increase over the prior year of \$631,748, and which reduces the commitment of Beginning Fund Balance (BFB) for the period to \$948,902 or a total reflected revenue of \$10,658,233. Mr. Scoubes additionally reported that the District had expenditures for the period totaling \$10,096,595 which is 60% of the approved budget totaling \$16,962,762. He noted that in the prior year comparison the District had spent 59% of approved budget or \$9,653,784 and that the majority of the increase is due to salary and benefits. Mr. Scoubes closed his report by stating that he is still unsure on just how much funding the District will receive from the State of California with the new funding formula, how it will all work, and whether or not the State will be able to afford to fund it the way it wants to.

- 2) Kevin Trutna provided opening remarks on the report on the fire plan for Feather River College. He turned further discussion over to Darrel Jury who currently oversees the Feather River College Sierra Nevada Conservancy Watershed Improvement Planning Grant. Dr. Trutna noted that Mr. Jury has been active in seeking grants to help develop a fire-safe campus, and he felt that due to legislation arising from the Camp Fire and Assemblyman Dahle's Office, there could be a spot for Feather River College to provide education and training about the health of a forest.

Darrel Jury provided an overview of the forest health surrounding Feather River College while noting that wildfire poses a significant threat to the College campus. He also stated that eight of the last 20 most destructive wildfires in California have occurred within the last two years. He additionally talked about the 1946 wildfire that occurred on the campus and he passed along a picture of the fire taken from downtown Quincy looking towards the College. Mr. Jury addressed the risk factors involved with the campus and the goal of creating a full-time position that would be responsible for campus forest management, fuels reduction, prescribed fire education and training, grant writing, the oversight of trails, contracts, and prescribed fires after the forest have been adequately thinned and fire safe infrastructure is installed. He also described what the fire education and training would entail including developing curriculum, coordination, and the teaching of courses related to trail construction, fuels reduction, and prescribed fires. Trustee Elliott asked Mr. Jury if fire-fighting partners such as CalFire, United States Forest Service (USFS), and local fire suppression units would mitigate some of the risk involved with the College not having the fire suppression infrastructure needed to fight a wildfire, and Mr. Jury responded that these partners would be there to assist but additional infrastructure is needed, and he noted for example that previously available and stored fire hose caches have been removed from campus. Nick Boyd, Director of Facilities/CTO, commented that the fire hoses had been removed in early 2000 due to a recommendation from the College's liability insurance carrier and there was further discussion. Trustee Saxton asked if the College could apply to Assistance to Firefighters Grant Program (AFG), and discussion continued. Trustee Sheehan addressed the wooden water tanks on campus and stated that this is a self-imposed limitation because the Board chose not to become part of the American Valley Community Services District water system because the tanks on cemetery hill and behind West Quincy would seek a balance with those tanks and provide better pressures at all times elsewhere. He added that this decision might need to be revisited.

Trina Cunningham, member of the Plumas County Fire Safe Council, and Integrated Regional Water Management Strategic Leadership Team for the upper Feather River which she explained includes all of the water that drains into Lake Oroville. Ms. Cunningham added that she also provides mountain counties funding outreach for the disadvantaged communities and tribes down to Northern Fresno County. Ms. Cunningham reported that as visits were made to all of the regions, the two largest outcomes

discussed were water storage and water storage tanks because of the last two years of fire. She also stated that one of the biggest issues for small communities when fighting fires is maintaining an adequate source of drinking water while firefighting efforts take place.

Trustee Sheehan asked for additional information on the proposal for the new position especially over the long-term. He asked Darryl Jury if he knew how much of the position might be grant funded and how much of it would be FTE funded, and Mr. Jury responded that he wouldn't put out a percentage on the question, but he felt the position could be subsidized through soft money. Trustee Sheehan also asked why there was no mention of mechanical thinning and commercial use of material in the goal information on the backup documents sent to the Board, and what classes would be used to augment existing classes to really get into the prescribed burning as an added skill that the College can offer people as a certificate or degree. Mr. Jury responded that the mechanical thinning and commercial use of materials could certainly be included as the proposal moves forward, and that other conversations have been held with the USFS about classes, and Don Fregulia, Fuels Specialist with the USFS, has mentioned additional one week classes he teaches such as burn plan preparation and burn plan implementation that could be added to the list. He indicated that funding would be needed to research this further if support is received from the Board of Trustees. Dr. Trutna stated that the information was being presented to gauge interest and he felt that additional work needs to be done that will refine the idea. Trustee Saxton suggested having someone come to the FRC campus and evaluate where it could upgrade current fire suppression capabilities.

- 3) Derek Lerch provided a report to the Board of Trustees on Full-Time Equivalent Students (FTES). He reported that the backup documentation represents the same format that he has used in previous semester reports on the enrollment mix at FRC. Dr. Lerch indicated that the report is broken down by different types of instructional offerings and he could talk about any of them in detail if the Board needed it, but the bottom line is that FRC appears to be meeting and possibly exceeding its enrollment target for the year.
- 4) Kevin Trutna introduced Jerry Thomas, member of the community and retired Quincy Jr. Sr. High School teacher, and Dr. Trutna explained that Mr. Thomas had spoken to Derek Lerch and him regarding the possibility of placing a monument to commemorate the Mountain Maidu Native American Tribe. He explained that he had become involved with the project by speaking first with Chuck James and then with Bill Jacks, Owner, Stonehenge Signs, Inc., and then with Trina Cunningham about helping with the project. He also explained that after several meetings, and knowing that funding would be needed to complete the project, the Yamani Maidu Cultural Association was formed as a non-profit and he volunteered to be the chairperson. He further explained that Feather River College was chosen to inaugurate the association's cultural awareness program because it is an institution of higher learning and has a known

history of the Yamani Mountain Maidu living on the campus property. Mr. Thomas presented a proposal to the Board of Trustees to erect a stone monument in a safe prominent location on campus to honor the Yamani Mountain Maidu, and to also resurrect or recreate an annual Native American scholarship on campus. He read the Mission Statement created for the Yamani Maidu Cultural Association pointing out that the goal is 1) to educate the non-native and native populations about the Yamani Maidu culture, their ancestral home, and their intimate relationship with the environment 2) provide awareness and respect for the Yamani Maidu stewardship of the region, 3) erect a quality hand-crafted permanent stone monument/signage in a safe significant location on campus, 4) create or resurrect an annual Native American scholarship with priority for applicants with Mountain Maidu ancestry. Trina Cunningham provided information on her educational background and ancestry with the Mountain Maidu and she spoke emotionally about what her ancestors have endured and how each year their numbers and the spoken language dissipates. Dr. Trutna extended his appreciation for the information presented on the project and he indicated that the scholarship could be set up with the Foundation fairly easily, and the Association could work with Nick Boyd on some potential sites to see how the signage would fit into the landscape of the campus. Trustee Sheehan stated that the set up to meet the goals of the Association is easy, but you also have to come up with the funding for the signage and scholarship through fundraising. Dr. Trutna noted that Mr. Thomas is aware of this need to fundraise and Trina Cunningham added that the committee members are already working on the fundraising part of the project. Trustee McNett confirmed that Dr. Trutna would keep the Board of Trustees apprised of movement on the project and the agenda was moved.

Dr. Trutna indicated that in the interest of time he would have Derek Lerch briefly present on the Preliminary Response to District Goal Setting, and he requested that the Board consider tabling the report on AB 705 Math/English Acceleration Project until the April meeting.

- 5) Derek Lerch presented information on the District's Preliminary Response to AB 189 (2018) District Goal-Setting. He distributed a handout prepared by Carlie McCarthy, Chief Student Services Officer, and him that provided background information as well as approach and context to the goal setting. He explained that the goal setting specifically refers to goals set by the Chancellor's Office in its Strategic Plan called the Vision for Success. Dr. Lerch drew the Board's attention to the two sets of bullets on the document which he indicated were what was most important. He stated that the first set of bullets were taken verbatim from the Vision for Success, and the second set of bullets represents the current thinking as a campus on goals that are meaningful and reachable for the District. Dr. Lerch explained that the Chancellor's Office is using a baseline year of 2016-2017 for the five-year goals, so the goals being set now will be measured in the 2022 academic year. He added that the goals being considered were arrived at through data review and discussions in Council on Instruction (COI) and Student Services Council (SSC), and will be

presented for consideration and approval at the April or May meeting. Dr. Lerch also reported that the institution needs to adopt goals and submit them to the Chancellor's Office in a rigid web-based template that contains drop down boxes for fill in data only and this must be submitted by May 31, 2019.

D. Communications, Presentations, and Reports

1) **Board of Trustees**

Trustee Sheehan thanked all of the staff and students of Feather River College for their participation in this year's Star Follies. He also congratulated Saylor Flett for winning the Longboard's Championship this year.

Trustee Saxton stated that he felt that the Star Follies was amazing and fun and he suggested a karaoke type of show be considered.

Trustee McNett also congratulated those involved with the Star Follies production and he indicated that the show puts the community in college as far as he was concerned.

2) **Associated Students**

No Report

3) **Academic Senate**

No Report

4) **Classified Senate**

No Report

5) **Instruction**

Derek Lerch reported that the Office of Instruction been working quickly to get the spring production of Chicago up and running, and the group is doing well. He added that this will be Jeff Bryan's first year running the production. He also reported that he and Anna Thompson, Biology Professor, will be attending an event in Reno, Nevada, where they will be meeting in early June with members of the National Science Foundation who are trying to encourage community colleges specifically to submit grant applications for Science Technology Engineering and Mathematics (STEM) disciplines to improve science instruction at community colleges

6) **Student Services**

Carlie McCarthy reported that she recently participated in an informational session with students potentially interested in running for student government and student trustee positions for next year as well as student ambassadors. She also mentioned that there were 50 students in the Star Follies productions and she recognized other student groups that assisted with set up, breakdown, and the selling of raffle tickets. Ms. McCarthy also reported that she will leave Sunday, March 24, 2019, for the Annual Chief Student Services Officer conference in Los Angeles and that Monica

Potter, Counselor/EOPS, and Michelle Petroelje, Director, Student Success and Support Programs, will also be attending the conference with her.

7) **Superintendent/President**

Kevin Trutna reported that Feather River College and Phi Theta Kappa will be recognizing the accomplishments of Sage Cloutman, Eric Daniels, and other All California team members at its March 26, 2019, awards luncheon in Sacramento, California. He also reemphasized that the University of Illinois recently recognized Feather River College as an exemplary school for retaining and matriculating minority students and Greg McCarthy, Academic Advisor/Articulation Officer, will participate in a research project, funded by a grant, where founding members work to improve the success of underserved racially marginalized students at community colleges. Dr. Trutna additionally reported that Carlie McCarthy graduated from the Association of California Community College Administrators (ACCCA) Mentor Program after a year-long formal mentorship program. Dr. Trutna recognized Stacey Svlich, Student Success Specialist, and Nick Goulet, Head Football Coach, for scheduling specific Canvas study hall sessions for members of the football team. He also talked about the good work Nina Martynn is doing in the Mental Health and Wellness Center as she organized a recent event for International Women's Day on March 8, 2019, and he highlighted his 50th Anniversary presentation at Chester Town Talk, St. Andrews School, in Chester, California on March 8th.

Kevin Trutna addressed the agenda for the April 18, 2019, Board of Trustees meeting where there will be a report back on the coffee bistro proposal, a board policy review, and a scheduled presentation on athletics. He noted that Tim Taylor, Butte County Superintendent of Schools, will also be presenting on his role during the Camp Fire and he was wondering if a separate presentation shouldn't be carved out before the regular meeting. After brief discussion, it was agreed to push out the presentation on athletics to a future Board meeting.

There being no further business, the meeting was adjourned at 3:10 p.m.

KT/ch