

MINUTES

BOARD OF TRUSTEES FEATHER RIVER COMMUNITY COLLEGE DISTRICT

1. Call to Order:

President Ware called the Regular Meeting of the Feather River Community College District Board of Trustees to order at 1:58 p.m. on Thursday, June 20, 2019, at Feather River College, LRC Room #871, 570 Golden Eagle Avenue, Quincy, California.

Trustees present: Ware, McNett, Elliott, Saxton, Sheehan

Trustees absent:

2. Public Comment on Closed Session Items:

The Board of Trustees heard public comment from Cynthia Hall, Executive Assistant to the Superintendent/President, on Closed Session Item d) Government Code §54957, Conference with Labor Negotiator – Agency Representative: D. Burris: Agency Organization: Unrepresented Employees – Managers/Administrators/Confidentials.

3. Adjourn to Closed Session:

The meeting was adjourned to Closed Session at 2:00 p.m.

4. Reconvene to Open Session:

President Ware reconvened the Closed Session of the Feather River Community College District Board of Trustees to Open Session at 3:00 p.m. on Thursday, June 20, 2019, at Feather River College, LRC Room #871, 570 Golden Eagle Avenue, Quincy, California.

Trustees present: Ware, McNett, Elliott, Saxton, Sheehan

Trustees absent:

5. Closed Session Announcement:

President Ware 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 June 20, 2019, meeting held at Feather River College, LRC Room #871, 570 Golden Eagle Avenue, Quincy, California were approved as presented, (Saxton/Sheehan/Ware/Elliott/McNett Aye) (None Opposed)

7. Minutes:

The minutes from the Regular Meeting held on Thursday, May 16, 2019, at Feather River College, LRC Room #871, 570 Golden Eagle Avenue, Quincy, California, were approved as presented, (McNett/Saxton/Ware/Elliott/Sheehan Aye) (None Opposed).

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 provided President Ware with a list of three items he wanted pulled from the Consent Agenda for further discussion. He indicated that the Consent Agenda items included #9A3, Payroll and Commercial Warrants, page 48, #9A5, Budget Augmentations and Reductions, 18/19 Regional Strong Workforce Program (SWP) funds, and items 9A7 through 9A9, Instructional Service Agreements. Trustee Saxton asked Jim Scoubes, Chief Financial Officer, for additional information regarding a payment reflected on page 48 of Consent Agenda Item 9A3 in the amount of \$6,789.20. Trustee Saxton indicated that he wanted to know who the payee was, what the person is doing for the District, what their hourly rate is, whether or not the person is currently still employed with the District, and whether or not there is any other employee doing the work. Mr. Scoubes responded that the employee is still working for the District as a professional expert. He also stated that the employee voluntarily left employment as the Management Information Systems (MIS) Specialist for the District in December 2018, and was then rehired as a professional expert in January 2019, due to upcoming report deadlines and no trained replacement in place. Mr. Scoubes also stated that the employee works remotely from Hawaii and that the Board of Trustees had approved the rate of \$100.00 per hour at a January meeting. He also reported that an interim replacement has been hired, but he didn't believe that the interim replacement is familiar enough with college systems at the present time to perform all of the necessary reports. President Ware noted the time being spent on the discussion. Trustee Saxton stated that the employee was paid approximately \$5,000 net salary the previous month and \$6,789.20 net salary this month, and he wondered if the other Board members were aware of the amount of cash going out while two people are being compensated. Kevin Trutna, Superintendent/President, reported that the employee hired as the professional expert completes the work on Full-Time Equivalency Students (FTES), the Student Centered Funding Formula (SCFF), and the Clery Act and the fine for non-compliance is \$25,000 per day. Trustee Elliott added that the amounts may not be excessive if the starting salary for the employee was at or just over \$100,000 annually.

Trustee Saxton asked for additional information on Consent Agenda Item #9A5, Approval of Budget Augmentations and Reductions, page 5, 18/19 Regional SWP Funds Received in the amount of \$188,777. Dr. Trutna stated that this was categorical funding, and Russell Reid, Ag. Chair and Equine Studies Professor, followed up Dr. Trutna's comments by explaining that these funds were from the Regional Strong Workforce Program (SWP) Grant. When asked if all of the funding would go to agriculture, Mr. Reid responded that no it wouldn't as agriculture is only part of the overall grant.

Trustee Saxton also asked about Consent Agenda Items #9A7 through 9A9, Approval of Instructional Services Agreements for Chester Community Chorus, Almanor Fitness Center, and Sierra Rescue. Dr. Trutna explained that these items were Instructional Service Agreements (ISAs) for the programs listed on the cover sheets.

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 Augmentations/Reductions, 6) Approval of Institution Participation Agreement between Instructure and Feather River College for Renewal of Canvas Cloud Subscription effective July 1, 2019, through June 30, 2020, at no cost to the District, 7) Approval of Instructional Service Agreement between Feather River Community College District (DISTRICT) and Chester Community Chorus (AGENCY) for AGENCY to provide instructional and other services for music education programs as described in agreement effective July 1, 2019, through June 30, 2020, 8) Approval of Instructional Service Agreement between Feather River Community College District (DISTRICT) and Lake Almanor Fitness Center (AGENCY) for AGENCY to provide instructional and other services for health education programs as described in agreement effective July 1, 2019, through June 30, 2020, 9) Approval of Instructional Service Agreement between Feather River Community College District (DISTRICT) and Sierra Rescue (AGENCY) for AGENCY to provide instructional and other services for outdoor safety and recreation programs as described in agreement effective July 1, 2019, through June 30, 2020, and 10) Approval of Agreement between Feather River College (CLIENT) and Continental Service Group, Inc., dba ConServe (AGENCY) for AGENCY to provide debt recovery and administrative services were approved as presented, (Sheehan/McNett/Ware/Elliott/Saxton Aye) (None Opposed).

10. REGULAR AGENDA

***A. Motion Items**

- 1) Kevin Trutna requested Ratification of Collective Bargaining Agreement between Feather River Community College District and Full-Time Faculty Local #4615 AFT-CFT AFL-CIO effective July 1, 2019, through June 30, 2022. After brief discussion and there being no objection, the request for Ratification of Collective Bargaining Agreement between Feather River Community College District and Full-Time Faculty Local #4615 AFT-CFT, AFL-CIO effective July 1, 2019, through June 30, 2022, was approved as presented, (Sheehan/Elliott/Ware/McNett/Saxton Aye) (None Opposed).
- 2) Kevin Trutna requested Approval of 2019-2022 Feather River College Equity Plan. Dr. Trutna introduced Michelle Petroelje, Director of the Student Support Services Program (SSSP) to those present, and Ms. Petroelje answered specific questions that the Board members had regarding the Student Equity Plan document. After additional discussion and there being no objection, the request for Approval of 2019-2022 Feather River College Equity Plan was approved as presented, (Sheehan/McNett/Ware/Elliott /Saxton Aye) (None Opposed).

B. Roll Call Items

- 1) Kevin Trutna requested Approval of Resolution #19/20-01 – Approval of Agreement #CSPP-9367 between Feather River Community College District and the California Department of Education for the Purpose of

Providing a California State Preschool Program effective July 1, 2019, through June 30, 2020. There being no objection or further discussion, the request for Approval of Agreement #CSPP-9367 between Feather River Community College District and the California Department of Education for the Purpose of Providing a California State Preschool Program effective July 1, 2019, through June 30 2020 was approved as presented by the following roll-call vote.

Ayes:	Ware, Elliott, McNett, Saxton, Sheehan,
Noes:	None
Absent:	None
Abstain:	None

- 2) Kevin Trutna requested Approval of Resolution #19/20-02 – Approval of Agreement #CCTR-9166 between Feather River Community College District and the California Department of Education for the Purpose of Providing a General Child Care and Development Program effective July 1, 2019, through June 30, 2020. There being no objection or further discussion, the request for Approval of Resolution #19/20-02 – Approval of Agreement #CCTR-9166 between Feather River Community College District and the California Department of Education for the Purpose of Providing a General Child Care and Development Program effective July 1, 2019, through June 30, 2020, was approved as presented by the following roll-call vote.

Ayes:	Ware, Elliott, McNett, Saxton, Sheehan,
Noes:	None
Absent:	None
Abstain:	None

C. Special Items/Reports

- 1) Jim Scoubes presented the District's Monthly Financial Status Report as of May 31, 2019. He referred Board members to page four of the Budget Report and he explained that actual revenues for the period totaled \$13,584,146 and expenditures came in at \$13,831,307. Mr. Scoubes also briefed the Board of Trustees on the potential use of the beginning fund balance as the District approaches the end of the 2018/2019 fiscal year. He informed the Board that there is still uncertainty on what apportionment funding the District will be eligible to receive during the remainder of this fiscal year.
- 2) Kevin Trutna provided introductory remarks on the annual self-evaluation report recently completed on the Child Development Center (CDC). Carlie McCarthy, Chief Student Services Officer, on behalf of Kinderlin Hoznour, Director, Child Development Center, reported that the evaluation went well and it appears that the CDC will receive a 4.5 tier out of a possible 5. She also reported that there is good stability at the CDC with the director having a long employment history with the facility, first as a student, then as a teacher, and now the director. Ms. McCarthy added that there is also a teacher at the CDC with 30 years of experience serving families living in

Plumas County. She additionally reported that any deficiencies noted in the report already have an action plan in place to address the deficiency. Ms. McCarthy closed her report by providing the Board of Trustees with information on a new four week fully enrolled child care summer camp currently taking place at the CDC facility.

- 3) Kevin Trutna, on behalf of Derek Lerch, Dean of Instruction/CIO, provided a report to the Board of Trustees on FTES. He distributed a handout reflecting the enrollment summary for on-campus and distance education FTES, along with FTES created by enrollment in the Incarcerated Student Program, and Instructional Service Agreements. Dr. Trutna reported that the District is up quite a bit this year, so much so that it will not be funded for all of the FTES. He also explained that the FTES target set by Dr. Lerch was 1,637, and the actual number as of June 12, 2019, came out at 1,746. Dr. Trutna explained the strategy of summer carry forward and move back and he also noted that the FTES listed in the enrollment summary will not be certified until February 2020. Trustee Sheehan asked Dr. Trutna what he would attribute the increase in Future Educators FTES to, and Dr. Trutna responded that Future Educators, with additional State of California funding, has branched out and is involving other educational endeavors besides the Mini-Corp Program. Trustee Sheehan requested that Dr. Lerch address the substantial increase in FTES in more detail at an upcoming meeting.

There was a general discussion regarding the need for additional student housing.

Trustee McNett departed the meeting at 4:00 p.m.

D. Communications, Presentations, and Reports

1) Board of Trustees

Trustee Saxton stated that he had an interesting conversation this past week where he received information about a building for baseball that was supposed to have been constructed, and he asked the other Board members if they were aware of it. He stated that there is currently no pad for the building to be placed on, so he got an estimate for the placement of a concrete pad for the building which he understands has already been engineered. He reported that he obtained a quote for a concrete slab 40 x 80 with 4 inches of cement (50 yards) would cost about \$8,200.00. He stated that he learned from one of the workers on campus that the Facilities Department is overwhelmed with preparing student housing for new residents, and Trustee Saxton stated that it seemed the issue could be solved by putting it out for bid. He requested that the item be placed on the agenda for the July meeting so it could be discussed in more detail. Trustee Sheehan commented that due to Public Works bidding requirements and prevailing wage regulations, the quote that Trustee Saxton obtained would have to be tripled at a minimum. Trustee Sheehan agreed that it was a good idea to discuss the issue, because it's important that the Board know where it stands legally before moving forward on the

project. Dr. Trutna asked Nick Boyd, Director of IT/Facilities, for his best estimates on the building and he responded that it would cost at least \$85,000 and probably closer to \$100,000.

Trustee Saxton also reported that he had spent some time going through the 2018/2019 budget or cost of doing business at Feather River College. He distributed to members of the Board and the Superintendent/President handout information from the website based upon his own research depicting four programs, and he asked if anyone could tell him how many programs at the College pay for themselves. He added that Trustee Elliott had explained to him at the Board retreat that some losses are to be expected when running a community college, but the results of the four programs he researched the Board can see for itself. He requested that Dr. Trutna form a group that involves members of the Board of Trustees, Academic Senate, Classified Senate, and administration in order to get serious about bringing new students to FRC once the housing shortage is addressed. After reviewing the handouts, Dr. Trutna indicated that there are assumptions with the data on the handouts that might make it incorrect to which Trustee Saxton responded that if the data is on the public website and involves assumptions then the website needs to state that.

2) **Associated Students**

No Report

3) **Academic Senate**

Thomas Heaney, Academic Senate President, reported that those faculty teaching during the summer session were briefly affected by a Canvas log-in issue for four or five days that has now been resolved.

4) **Classified Senate**

No Report

5) **Instruction**

No Report

6) **Student Services**

Carlie McCarthy reported that the Upward Bound Program began its summer session on Monday, June 17, 2019, and Audrey Peters, Director, reports there are approximately 24 students participating. Ms. McCarthy also reported several employees are participating on hiring committees, and she is participating in a contract with 25th Hour Communications, Inc. who is an industry leader in higher education communications, marketing, digital advertising, and branding.

7) **Superintendent/President**

Kevin Trutna highlighted items from his written report including 2019 FRC graduation by the numbers. He indicated that he felt it was interesting that 21% of graduates are Phi Theta Kappa members, 39 graduates are in the Incarcerated Student Program, and 22 graduates received their AA

degree in Licensed Vocational Nursing which ended up being the third most popular degree. Dr. Trutna reported that the previous day he traveled to Sacramento, California, to testify in support of AB 720 full funding for students enrolled in Instructional Service Agreements (ISAs). He explained that before the item came up on the agenda, another bill, AB 302, came forward which would require community college campuses with parking facilities to grant overnight access to any homeless student enrolled in coursework or that has paid enrollment fees. Dr. Trutna reported that AB 302 was passed unanimously by the sub-committee, and it is yet to be seen how the bill will impact universities, state colleges, and community college facilities and security.

Dr. Trutna stated that the July meeting would include requests for approval of salary schedules, benefit contributions, and he would like to discuss what the strategy would be for planned fire-safety related Pacific Gas and Electric (PG&E) shutdowns.

There being no further business, the meeting was adjourned at 4:17 p.m.

KT/ch