

**WEST KERN COMMUNITY COLLEGE DISTRICT
MINUTES OF THE BOARD OF TRUSTEES**

REGULAR MEETING

July 11, 2018

The regular meeting of the Board of Trustees of the West Kern Community College District was called to order at 5:00 p.m. by Secretary Emmanuel Campos. Trustees Michael Long, Dr. Kathy Orrin and Billy White were present. President Dawn Cole was absent. Superintendent/President Dr. Debra Daniels and Executive Secretary Sarah Criss were in attendance.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

No comments were heard.

CLOSED SESSION

At 5:01 p.m. it was moved by Trustee White, seconded by Trustee Orrin and unanimously carried, that the Board convene in Closed Session to discuss the District's position regarding the following matters:

- A. Public Employee Appointment/Employment, Government Code Section 54957
- B. Public Employee Performance Evaluations, Government Code Section 54957
- C. Public Employee Discipline/Dismissal/Release/Reassignment, Government Code Section 54957
- D. Conference with Labor Negotiators (Government Code section 54957.6)
Agency Designated Representative: Superintendent/President
Employee Organizations: TC Faculty Association, CSEA Chapter #543 & Management/Supervisory/Classified Confidential Employees
- E. Conference with Legal Counsel - Anticipated Litigation
Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of Subdivision (d) of Section 54956.9 - 2 Potential Cases
Claim Received from Donald Thornsberry
Claim Received from Melissa Thornsberry
- F. Student Discipline and Other Confidential Student Matters, Education Code Sections 35146, 48900 et. Seq. and 48912(b)

RECONVENE IN PUBLIC SESSION; ANNOUNCE CLOSED SESSION ACTIONS

At 6:00 p.m., it was moved by Trustee Orrin, seconded by Trustee Long and unanimously carried, to reconvene in Public Session. Secretary Campos reported there was action taken during Closed Session.

On the item PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, the Board took action by the following vote to approve and accept the discipline and demotion agreement of Employee ID No. A00201151. The vote was 4 to 0, with all members voting yea, and no members voting nay.

Yes: Emmanuel Campos, Michael Long, Dr. Kathy Orrin and Billy White

No: None
Abstain: None
Absent: Dawn Cole

PLEDGE OF ALLEGIANCE

Secretary Campos led the pledge of allegiance.

PUBLIC COMMENT ON OPEN SESSION ITEMS

No comments were heard.

GENERAL COMMUNICATIONS

There were no general communications.

APPROVAL OF MINUTES

On a motion by Trustee Orrin, seconded by Trustee White and unanimously carried, the minutes of the Regular Meeting held June 8, 2018 were approved.

NEW BUSINESS

Collective Bargaining – Public Hearing and Request for Approval (A-D)

Dr. Daniels reviewed that the first presentation of the initial collective bargaining proposals took place at the meeting held June 8th. The proposals require two presentations including a public hearing. Accordingly, at 6:02 p.m. it was moved by Trustee Long, seconded by Trustee White and unanimously carried, that the Board enter into a public hearing to discuss the District's initial collective bargaining proposals (agenda items A-D). Secretary Campos called for public comments. No comments were heard and the public meeting was declared closed at 6:05 p.m.

Request for Approval – Presentation of the Taft College Faculty Association CTA/NEA Reopener for FY 2018/19

On a motion by Trustee Orrin, seconded by Trustee White and unanimously carried, the reopener request was approved.

Request for Approval – Presentation of the Taft College CSEA Chapter #543, Reopener for FY 2018/19

On a motion by Trustee Long, seconded by Trustee Orrin and unanimously carried, the reopener request was approved.

Request for Approval – Presentation of the WKCCD Reopener Proposal with the Taft College Faculty Association CTA/NEA for FY 2018/19

On a motion by Trustee White, seconded by Trustee Long and unanimously carried, the reopener request was approved.

Request for Approval - Presentation of the WKCCD Reopener Proposal with the Taft College CSEA Chapter #543 for FY 2018/19

On a motion by Trustee Orrin, seconded by Trustee Long and unanimously carried, the reopener request was approved.

Request for Approval - Recommendation to Award P39 Interior Lighting Retrofit Project to Low Bidder Clear Blue Energy Corp., \$120,000.00

Brock McMurray, Executive Vice President of Administrative Services, explained this is the final year for Proposition 39 energy efficiency funds to be awarded. The current project will update interior lighting around campus. On a motion by Trustee White, seconded by Trustee Long and unanimously carried, the request was approved (copy attached to official minutes).

Request for Approval - Second Presentation Tentative Agreement between Taft College Faculty Association ("TCFA/CTA/NEA") and West Kern Community College District ("District") - Work Experience Classes Compensation

Dr. Daniels explained this agreement is to determine compensation for faculty members who are assigned a work experience course. This is a recent offering at the College and the committee worked to find a compensation agreement that fit the need of the College. On a motion by Trustee Long, seconded by Trustee Orrin and unanimously carried, the request was approved (copy attached to official minutes).

Request for Approval - Second Presentation Tentative Agreement between Taft College Faculty Association ("TCFA/CTA/NEA") and West Kern Community College District ("District") - Insurance Benefits

Dr. Daniels stated the attached agreement was determined through the bargaining process. She commended the committee for the effort made to reach this agreement (copy attached to official minutes). On a motion by Trustee White, seconded by Trustee Long and unanimously carried, the request was approved (copy attached to official minutes).

Information Item - First Presentation - Tentative Agreement Between West Kern Community College District ("District") and the Taft College Classified Employees Association, Chapter #543 ("CSEA") - Insurance Benefits

Dr. Daniels reported that this agreement is similar to the Faculty agreement. She thanked the CSEA unit for its work in the bargaining process.

Request for Approval - 2nd Reading - Board Policy #3410 - Nondiscrimination

Dr. Daniels told the Board this updated Board Policy reflects legal language suggestion as recommended by the Community College League of California. On a motion by Trustee Long, seconded by Trustee Orrin and unanimously carried, the request was approved (copy attached to official minutes).

CONSENT AGENDA:

- A. Information Item – Spring 2018 President’s and Vice President’s Lists
- B. Information Item – Spring 2018 Academic All-Conference Awards Recipients
- C. Request for Approval – Applied Technologies Grade Made – Credit by Exam
- D. Request for Approval – Satisfaction of Child Development Center Interfund Balance
- E. Information Item – Annual List of Board Policies and Administrative Procedures for July 2018
- F. Request for Approval - WKCCD 2018-19 Accident Insurance Renewal, 8/1/18 – 8/1/19, \$47,659.00
- G. Request for Approval – Cisco Umbrella Insights Agreement, 7/20/18 – 7/19/19, \$4,500.00
- H. Request for Approval – Activity Request for Use of Taft Union High School Soccer Fields for Summer/Fall 2018 Classes/Season, 7/30/18 – 12/14/18, \$5,000.00
- I. Request for Approval – TIL Fall Staff Training Contracts for Three Self-Advocates who will Provide Disability Competency Training for TIL Staff, 7/31/18, Up to \$660.00 in Travel Expenses
- J. Request for Approval – Fort Rental Agreement for August 2018 In-Service Breakfast, \$425.00
- K. Ratification of the June 2018 Vendor Check & Purchase Order Registers
- L. Routine Personnel Items:
 - Request for Conference Attendance and Expenses as of June 28, 2018

On a motion by Trustee Long, seconded by Trustee Orrin and unanimously carried, Consent Agenda Items A – L were approved as presented (materials related to items A – L are attached to official minutes).

PUBLIC COMMENTS ON ITEMS OF GENERAL INTEREST

There were no comments on items of general interest.

EMPLOYMENT

On a motion by Trustee White and seconded by Trustee Long, Employment Items A – B were approved by the following vote (Employment Items A – B (*Appendix I & II*) are attached to official minutes):

Yes: Emmanuel Campos, Michael Long, Dr. Kathy Orrin and Billy White

No: None

Abstain: None

Absent: Dawn Cole

REPORTS

Financial Reports

The financial reports listed on the page following were presented for information (copies attached to official minutes).

Financial Reports (for information):

1. Revenue Accounts (Account Level 1) FY 2017/18
2. Expenditure Accounts (Account Level 1) FY 2017/18
3. Expenditure Detail of \$10,000.00 or Greater, June 2018
4. Student Organization and Special Accounts, June 2018
5. Funds Deposited in County Treasury, June 2018

Trustee Reports

Trustee White reported that the TIL awards banquet was a great event, in particular due to the peer awards. Seeing the support that is grown between the students in the program is touching.

Trustee Orrin also spoke of the end of year events for TIL. While it is emotional and moving for all, she noted she was most touched by the courage parents show in their dedication to provide opportunities for their children.

Information Services

Andrew Prestage, Executive Director of Information Services, reported that the department is working on installing equipment and updating classroom devices.

Dental Hygiene

Vickie Kimbrough, Director of Dental Hygiene, reported that 18 of 19 of the recent graduates have passed the state clinical exams. The last student is taking the exam this weekend.

Foundation

Sheri Horn-Bunk, Foundation Director, told the Board that there was a Chevron check presentation for \$80,000 held at the STEM lab with TIL, STEM and childcare present. There is a California Resource Corporation BBQ and tour coming up with the Petroleum Partners group. Ms. Horn-Bunk recently

attended a dental society meeting with Dr. Vickie Kimbrough. She thanked Dr. Kimbrough for the invitation and reported that the DH program has a verbal commitment to a generous donation due to that meeting.

Human Resources

Heather Meason, Executive Director of Human Resources, updated the Board on current recruitment efforts.

Student Services

Severo Balason, Jr., Vice President of Student Services, reported that the 320 report (attendance) has been submitted on time to the Chancellor's office.

Business Services

Amanda Bauer, Director of Fiscal Services, said that the new fiscal year has begun and efforts to close out the 2017-18 fiscal year are underway. An audit visit is scheduled and documentation is being completed.

Administrative Services

Brock McMurray, Executive Vice President of Administrative Services, told the Board that the department is still awaiting the new funding formula to be released from the Chancellor's office. While the formula is unknown, the current budget remains balanced and is conservative.

REPORT OF THE SUPERINTENDENT

Events

Dr. Daniels spoke of the Promise Program dinner held recently to welcome the 2018-19 students and to network the students who just completed the first year of the program. The 2017-18 students will be receiving a second year of the scholarship and will also serve as mentors to the 1st year students in the program. Joining Sheri Black in mentoring the Promise recipients is Kristi Richards.

Dr. Daniels also stated that the TIL awards dinner was heartwarming and inspirational. The students and the parents alike are honored to be part of the program. She commended staff for making the event special for these families.

Other

Fall enrollment continues to rise. Classes are full and only a few may be cut. Class sizes have been adjusted to increase efficiency.

NEXT MEETING

The next monthly meeting is scheduled for Wednesday, August 8, 2018, at 5:00 p.m.

ADJOURNMENT

At 6:26 p.m., on a motion by Trustee White, seconded by Trustee Long and unanimously carried, the meeting was adjourned.

Respectfully Submitted:

Emmanuel Campos, Secretary