

**Victor Valley Community College District  
Regular Meeting of the Board of Trustees  
Tuesday, May 14, 2019  
Approved Meeting Minutes**

**1. CLOSED SESSION**

**1.1 PUBLIC COMMENTS RELATED TO CLOSED SESSION ITEMS**

None

**1.2 CALL TO ORDER**

The Governing Board of the Victor Valley Community College District met in the Board Room on May 14, 2019. Board President Henderson called the meeting to order at 5:00 p.m.

**1.3 ROLL CALL**

**Members present**

Dennis Henderson, Joseph W Brady, John Pinkerton, Jennifer Tarpley  
Brandon Wood - *Arrived at 5:10 p.m.*

**1.4 ANNOUNCEMENT OF CLOSED SESSION ITEMS**

1.5 Conference with Legal Counsel

1.6 Conference with Legal Counsel

**1.8 ADJOURN TO CLOSED SESSION**

Board President Henderson recessed to closed session at 5:01 p.m.

**2. OPEN SESSION REGULAR MEETING**

**2.1 PUBLIC COMMENT ANNOUNCEMENT:** The complete written request to address the Board shall be submitted at the beginning of the open session portion of the meeting. Individuals may comment after being recognized by the Board President and before Board discussion of the particular item. (Board Policy 2350).

**2.2 CALL TO ORDER**

The Board of Trustees of the Victor Valley Community College District met in open session in the Board Room on May 14, 2019. Board President Henderson reconvened the meeting, calling it to order at 6:04 p.m.

**2.3 PLEDGE OF ALLEGIANCE TO THE FLAG**

John Nahlen led the pledge.

**2.5 ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA**

None

**3. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS**

**3.1 PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS**

Nicole Fox  
Kimberley Aguilar

**4. SUPERINTENDENT/PRESIDENT'S REPORT**

**4.1 MULTICULTURAL COLLEGE TOUR REPORT**

Dean Herbert English Jr. and Director Malia Carpenter reported on the Multicultural College Tour that First Year Experience and PUENTE students attended in April. Several of these students approached the podium to report on their participation in the trip to Washington D.C., and shared with the Board how the experience significantly and positively influenced each of them. They expressed their gratefulness to the Board for approving this opportunity.

**4.2 FINANCIAL AID PRESENTATION**

Director of Financial Aid, Jason Judkins reported the current information on Financial Aid disbursements at VVC, as well as other highlights and future goals of the department. His PowerPoint presentation showed current Financial Aid programs that are available to VVC students, a 3-year comparison which is going in an upward trend, and the number of student who receive the

various types of financial aid that VVC offers. Mr Judkins continued his report sharing information on the annual job fair, the homeless youth support and food pantry, as well as future goals of increasing communication through a Financial Aid chat box.

#### 4.3 FOUNDATION

Foundation Board President Mike Nutter reported that, to date \$290,000 in scholarships have been awarded to 285 students, and this number may climb. He continued his report sharing updates on donations, including AVHS giving \$1,600 to every AVHS graduate who moves on to attend VVC. He also shared that on May 30 (time TBD), Desert Valley Hospital will be lighting up their facility to honor the VVC nursing program. He ended by thanking Desert Valley Medical Group for their donation of new microscopes to the biology lab.

#### 4.4 ASB STUDENT GOALS

Student Trustee Wilkerson reported on the ASB sponsored trip for a VVC Biology class to go to San Diego as the only community college invited to compete at this event, where they won second place in each category. Three of these students shared further information on the project they presented at the event.

#### 4.5 ACADEMIC SENATE

Academic Senate President Lee Bennett reported on resolutions presented to the board which have been through a first and second read at College Council. He continued his report by recognizing the math and English faculty who worked together on AB705 changes, and thank Dr. Walden for his support. Dr. Walden commended the Academic Senate for their active and assertive approach, and Trustee Brady commended Mr. Bennett as well.

#### 4.6 FACILITIES UPDATE

No report.

#### 4.7 Measure JJ Bond Issuance Capacity

Vice President of Administrative Services, John Nahlen invited Karma Pemba, Executive Director of Morgan Stanley to present on the current Measure JJ bond capacity.

Technology break at 7:11 pm

Reconvene at 7:19 pm

### 5. REPORTS

#### 5.1 CTA

No report, no representation.

#### 5.2 CSEA

CSEA 584 Chapter President Debbie Peterson reported on the student choice awards Classified winners which included Joanna Reyes, Custodian and Sandra Morena, Access Specialist. She continued her report sharing the work IMS staff completed over spring break to upgrade classroom projectors, and adding capabilities to equipment in 5 classrooms in building 31. She reported on CSEW week, and the CSEA contract on the agenda tonight, and thanked the Board for helping to complete this process.

#### 5.3 AFT PART-TIME FACULTY UNITED

No report, no representation.

#### 5.4 MANAGEMENT

Director of Admissions and Records, Greta Moon reported on the various trainings and conferences attended by management, and congratulated Karen Engelsen and Malia Carpenter for being recipients of the Student Choice Awards. She also reported on the Student Services Retreat that took place on April 26.

### 6. CONSENT AGENDA

#### 6.1 PUBLIC COMMENTS RELATED TO CONSENT AGENDA ITEMS

None

#### 6.2 APPROVAL OF CONSENT AGENDA ITEMS

It was MSC (Wood/Pinkerton, 5-0, Advisory Vote: Yea) to approve the consent agenda items in one vote.

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

6.3 Approval of Minutes of the April 9, 2019 Regular Board of Trustees Meeting

6.4 Agreement - H & L Charter Co., Inc.

6.5 Contract with Qless

- 6.6 Local Education Agency (LEA) Letter for General Atomics (Construction Apprenticeship)
- 6.7 Independent Contractor Agreement - Tyler Courville
- 6.8 Notice of Completion-Apple Valley Communication, Inc.
- 6.9 Amendment Increase 1-Carpet Club, Inc.
- 6.10 Agreement- EVERFI
- 6.11 Agreement- CODESP
- 6.12 Board Payment Report - April 2019
- 6.13 Agreement -Steris Corporation
- 6.14 Agreement - Total Compensation Systems
- 6.15 Agreement: Datawatch Corporation (Monarch)
- 6.16 Agreement Renewal: Foundation for California Community Colleges (ESRI Site License)
- 6.17 Agreement: Sidepath, Inc. (Wyse Software for VDI)
- 6.18 Agreement: CrossTec Corporation (SchoolVue)
- 6.19 Agreement: NG Web Solutions, LLC (Nextgen)
- 6.20 Independent Contractor Agreement - Bruce Bishop
- 6.21 Agreement-TRLS Engineering, Inc.
- 6.22 Memorandum of Understanding for the California Diversity Pathway to Law
- 6.23 Live Nation Worldwide, Inc. License Agreement
- 6.24 Non-Classified Employees
- 6.25 Revision to Job Description and Salary Placement for Course Management System Administrator Position
- 6.26 EEO Fund Multiple Method Allocation Model Certification
- 6.27 Addendum Agreement – Loma Linda University School of Medicine
- 6.28 Agreement-KYA Services, LLC
- 6.29 Independent Contractor Agreement - Technical Associated Services LLC
- 6.30 Agreement - ClubCorp Spring Valley Lake Country Club, Inc.
- 6.31 Independent Contractor Agreement - S. Craig Justice, Ph.D.
- 6.32 Independent Contractor Agreement - Camile A. Goulet
- 6.33 Independent Contractor Agreement - Michelle Barton
- 6.34 Memorandum of Understanding - K-16 Bridge Program
- 6.35 One Stop Student Services-Change Order Increase #5
- 6.36 Software and Service Agreement - Leepfrog Technologies
- 6.37 HURST REVIEW SERVICES
- 6.38 Agreement - Faculty Physicians and Surgeons of LLUSM dba Loma Linda University Faculty Medical Group California
- 6.39 Better Business Connection, Inc. (Charter Bus) - Contract
- 6.40 AGREEMENT – THYSSENKRUPP ELEVATOR CORPORATION
- 6.41 AGREEMENT – UNITED RENTALS
- 6.42 AGREEMENT – ITS (Industrial Technical Solutions)
- 6.43 AGREEMENT – MAILFINANCE INC.
- 6.44 AGREEMENT – FUEL SERV INC.
- 6.45 AGREEMENT - HITT PLUMBING
- 6.46 Purchase Agreement - Olpin Group
- 6.47 AGREEMENT – EXECUTIVE CLEANING SERVICES

## **7. ACTION AGENDA**

### **7.1 PUBLIC COMMENTS RELATED TO ACTION AGENDA ITEMS**

None

### **7.2 Amendment: Ellucian Agreement deletion of Portal Maintenance**

It was MSC (Wood/Pinkerton, 5-0, Advisory Vote: Yea) to amend the agreement between Victor Valley College and Ellucian for Colleague to delete the Portal Maintenance Module from the original agreement.

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

### **7.3 CONTRACT WITH CAREER AMERICA, LLC FATV**

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve an agreement with Career America, LLC FATV Chatbot in the amount of \$87,000.00, to enhance communication with our students by providing real-time responses to questions that are asked. Contract term is 05/01/2019 06/30/2022

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

## **8. BOARD OF TRUSTEES - ACTION AGENDA**

### **8.1 SEPARATE APPROVAL OF ITEMS PULLED FROM CONSENT AGENDA**

None

8.2 Resolution No. 19-05 - Recognize Classified School Employee Week

It was MSC (Wood/Brady, 5-0, Advisory Vote: Yea) to approve Resolution 19-05, which recognizes and honors May 19 - 25, 2019 as Classified School Employee Week.

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

8.3 Resolution No. 19-04 - Recognize National Teacher Day & California Day of the Teacher

It was MSC (Wood/Brady, 5-0, Advisory Vote: Yea) to approve Resolution No. 19-04 which recognizes May 7, 2019 as National Teacher Day, and May 8, 2019 as California Day of the Teacher.

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

**9. SUPERINTENDENT/PRESIDENT - ACTION AGENDA**

9.1 Foundation Donations

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to accept the donations as District property.

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

**10. INSTRUCTION - ACTION AGENDA**

10.1 Purchase Agreement - Olpin Group

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve the purchase agreement with Olpin Group for the purchase and installation of new classroom furnishings in Building 21, rooms 145 & 146 in the amount of 86,666.33.

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

10.2 Purchase Agreement Piggy Back - Olpin Group

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve the purchase agreement with Olpin Group, authorizing to piggy back off California Multiple Award Schedule (CMAS) 4-18-71-0175A, 4-18-71-0139B, and Master Procurement Agreement 40469, to provide furnishings for the Tutoring and Basic Skills Lab, Writing Center, Tutoring Center, and various classrooms in the amount of \$102,779.84.

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

**11. ADMINISTRATIVE SERVICES - ACTION AGENDA**

11.1 Resolution No. 19-06 - Retirement Board of Authority Members

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to Adopt Resolution No. 19-06, designating the Victor Valley Community College District Retirement Board of Authority be composed of the following persons and their successors:

Superintendent/President, Vice President/Administrative Services, Director/Fiscal Services and Payroll Manager.

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

11.2 Agreement-Silver Creek

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve the agreement with Silver Creek in the amount of \$547,862.00.

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

11.3 Agreement-Frick, Frick & Jette Architects, Inc.

It was MSC (Wood/Pinkerton, 5-0, Advisory Vote: Yea) to enter into an agreement with Frick, Frick, & Jette Architects, Inc. for the NextUp Center project services in the amount of \$138,000.00.

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

**12. HUMAN RESOURCES - ACTION AGENDA**

12.1 CSEA Collective Bargaining Agreement- Closing Reopeners and updated Salary Schedule

It was MSC (Brady/Tarpley, 5-0, Advisory Vote: Yea) to approve the ratified articles of the Collective Bargaining Agreement between the District and California School Employees Association and its Chapter 584 for the successor contract July 1, 2018- June 30, 2021 and the updated Salary Schedule effective July 1, 2018.

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

12.2 New Job Descriptions and Salary Placements

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve the new job descriptions and salary placements for the listed positions.

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

### 12.3 CSEA Reclassification-Memorandum of Understanding

It was MSC (Wood/Pinkerton, 5-0, Advisory Vote: Yea) to approve the Memorandum of Understanding between the District and CSEA for the Reclassification of classified employee for the period of September 2018.

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

### 12.4 Update to Administrative, Management, Confidential Salary Schedule

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve the updates to the Administrative, Management, Confidential Salary Schedule.

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

### 12.5 Administrator Appointment- Interim Deputy Superintendent/ Executive Vice President, Administrative Services

It was MSC (Brady/Tarpley, 5-0, Advisory Vote: Yea) to approve the Administrator Appointment for Interim Deputy Superintendent/ Executive Vice President of Administrative Services.

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

### 12.6 Administrator Appointment- Vice President of Human Resources

It was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to approve the Administrator Appointment for Vice President of Human Resources.

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

## 13. INFORMATION/DISCUSSION

None

## 14. BOARD COMMUNICATION

### 14.1 Individual Board of Trustees Reports

Student Trustee Wilkerson reported on his attendance at the UCR Medical Ways conference, and the Relay for Life and Out of the Darkness walks. He also reported on the various clubs and organizations who are working to beautify the campus.

Trustee Tarpley expressed how impressed she was with the biology students that presented during agenda item 4.4, and recognized the Academic Senate and all their work, as well as the work of those to get the CSEA agreement finalized. She reported on her attendance at the 2019 Annual Trustee Conference and shared that she has completed her last units in the Excellence in Trusteeship program.

Trustee Pinkerton reported that he attended the Out of the Darkness suicide awareness event on Saturday, and also expressed his determination that we do not lose our vision of where we are heading and encouraged everyone to support the college in tangible ways because education has to be a priority.

Trustee Wood reported his apologies that he wasn't able to attend the last Board meeting due to family illness. He reported on his attendance at the Effective Boardmanship workshop in Apple Valley and the Student Awards Ceremony, and commended Tyler Busch and his crew for the wonderful food at that event.

Trustee Brady also expressed his support of the Restaurant Management program. He reported on meeting with Chancellor Eloy Ortiz Oakley on Friday, and his attendance at the 2019 Annual Trustee Conference. He stated that he will continue to push for more VVC Job Fairs, and also that he challenges himself and the other Trustees to work together to set measurable goals as a Board, which they will work on at the Special Trustee meeting on June 13.

Trustee Henderson had nothing to report and wished everyone a happy month.

## 15. ADJOURNMENT

### 15.1 Adjourn May 14, 2019 Board of Trustees Meeting

There being no further business to come before the Governing Board, it was MSC (Brady/Wood, 5-0, Advisory Vote: Yea) to adjourn the meeting at 8:17 p.m.

Yea: Dennis Henderson, Joseph W Brady, John Pinkerton, Brandon A Wood, Jennifer Tarpley

Date Approved: June 11, 2019