



Victor Valley Community College District REGULAR MEETING OF THE BOARD OF TRUSTEES MINUTES

Date: May 8, 2012

Place: **Open Session:** 6 p.m. Board Room, Victor Valley Community College, 18422 Bear Valley Road, Victorville, CA 92395

AGENDA~ Board Room

1. CALL TO ORDER

6 p.m.

The Board of Trustees of Victor Valley Community College District met in Open Session on May 8, 2012 in the Board Room of the Administration Building. Mr. Range, Board President called the meeting to order at 6 p.m.

Board President Range announced that the meeting was being electronically recorded and web cast live at <http://www.vvc.edu/offices/president/webcast.shtml>

TRUSTEE ROLL CALL: Joe Range, President; Lorrie Denson, Vice President; Michael Krause, Clerk; Dennis Henderson, Trustee; Joseph W. Brady, Trustee; Christopher Dustin, Student Trustee

Fred Board led the Pledge of Allegiance to the Flag.

2. ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA: None

3. PUBLIC COMMENTS RELATED TO AGENDA ITEMS: Margaret Kagy 5.11, 5.16, 5.31, 5.32. 10.3, 11.2, 11.3, Sharon Wright 11.1, and Fred Board 11.3

4. SUPERINTENDENT/PRESIDENT'S REPORT

Dr. O'Hearn announced that last week he was invited by the State Superintendent of Public Instruction Torlakson to present with him and was provided an opportunity to showcase Victor Valley College.

Dr. O'Hearn opened a discussion among the Board of Trustees regarding the Tamarisk Market Place Project. It is the intent of the Board to address this publically and is not agenized for action.

Board President Range asked that the trustees discuss amongst themselves and to direct any technical issues to Vice President Javaheripour. President Range asked the Board of Trustees to explore this project and provide any input on what they know. The District did take a position on this by submitting a letter written in February 2012 by the District's legal counsel. Two issues that are relevant for discussion are traffic and flooding. The discussion centered around the traffic impact on Victor Valley College and Excelsior. Vice President Javaheripour explained that an engineering firm has been retained to study the traffic and flood issues that will affect Victor Valley College. A letter to the City of Victorville

has been submitted emphasizing the concerns regarding the flood control experiences in prior years. Dr. O'Hearn pointed out that the college is not in the position to take a position, the District, represented by the Board of Trustees will have that honor at some point. For the record, it was noted that the parcel in Apple Valley where the Regional Public Safety Training Center is located was donated to the Apple Valley Fire Protection District and the college leases the land from them. Board President Range feels that additional information needs to be collected to more informed.

Academic Senate: Absent

5. CONSENT AGENDA

It was MSC (Brady/Krause 5-0) to approve the consent items in one motion. With items 5.1, 5.31 and 5.32 pulled by Trustee Denson and items 5.2, 5.19, 5.33 pulled by Trustee Brady.

5.1 PULLED FOR SEPARATE DISCUSSION (see item 6.0)

Approval of the minutes of the April 10, 2012 regular Board meeting.

It was MSC (Brady/Krause, 4-0, Denson recused) to approve the minutes of the April 10, 2012 regular Board meeting.

5.2 PULLED FOR SEPARATE DISCUSSION (see item 6.0)

Independent Contractor Agreement – Allan Barbish

It was MSC Brady/Krause, 5-0) to approve of the Independent Contractor Agreement between Victor Valley Community College District and Allan Barbish to provide complete sound system (includes all mics and tech services) for the June 8, 2012 commencement ceremony being held in the gymnasium. The period of this agreement is for June 8, 2012. Fiscal Impact: Not to exceed \$2,200.00, budgeted item.

5.3 Agreement – Pula Legal Interpreting Network

Ratification of the agreement between Victor Valley Community College District and Pula Legal Interpreting Network to provide on-call interpreting services for the deaf and hard of hearing students enrolled in the Disabled Students Programs and Services Department (DSPS). The period of this agreement is from April 13, 2012 through June 9, 2012. Fiscal Impact: \$4,680.00, budgeted item.

5.4 Independent Contractor Agreement – Melissa Chumley

Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Melissa Chumley to provide academic services to high school students in the RPSTC Public Safety Academy. The period of this agreement is from May 4, 2012 through May 6, 2012. Fiscal Impact: \$600.00, CTE Tech Prep Transition Grant Funded.

5.5 Agreement – U.S. Forest Service

Ratification of the agreement between Victor Valley Community College District and U.S. Forest Services to conduct recertification classes in Emergency Medical Technician services. The period of this agreement is from April 9, 2012 through April 11, 2012. Fiscal Impact: \$1,500.00, **Income to the District.**

5.6 MOU Agreement – Boston Reed

Ratification of the Memorandum of Understanding agreement between Victor Valley Community College District and Boston Reed to conduct community education classes in Pharmacy Tech, Veterinary Assistant, and Electronic Health Records System Technologist. The period of this agreement is from February 14, 2012 through February 13, 2013 and will renew automatically unless otherwise terminated. Fiscal Impact: \$16,350.00, **Estimated Income to the District.**

5.7 Agreements – Contract Education Services

Ratification of the Contract Education Service agreement listed that are being offered through the Contract Education Department. Fiscal Impact: \$500.00, **Estimated Income to the District.**

Vendor:	Estimated income to the District
Standing Room Only Productions, Inc. – Musical Theatre Conservatory	\$ 500.00
Total:	\$ 500.00

5.8 Amended Agreement – Nuventive

Ratification to amend the agreement between Victor Valley Community College District and Nuventive increasing the original agreement amount to include travel and expenses related to the on-site delivery of TracDat professional services and/or training per Exhibit A of the signed agreement. Fiscal Impact: \$1,206.00, budgeted item.

5.9 Renewal - Library On-line Database Subscriptions

Approval of the renewal and purchase of on-line database subscriptions through the Community College Library Consortium for the period of July 1, 2012 through June 30, 2013. Fiscal Impact: \$18,001.05, budgeted item.

5.10 License Agreement – Elsevier, Inc.

Ratification of the license agreement between Victor Valley Community College District and Elsevier, Inc. for a SimChart, a nursing simulation charting subscription software. The period of this agreement is from March 1, 2012 through March 1, 2014. Fiscal Impact: None to the District, \$209.00 will be paid every two years by student.

5.11 Independent Contractor Agreement – Liebert Cassidy Whitmore

Approval of the Independent Contractor Agreement between Victor Valley Community College District and Liebert Cassidy Whitmore to provide six days of group training workshops covering employment relations subjects during the 2012-2013 year. The period of this agreement is from July 1, 2012 to June 30, 2013. Fiscal Impact: \$2,500.00, budgeted item.

5.12 Academic Equivalency Request – Brandon Lendak – CIDG and Media Arts

Approval of the academic equivalency request for Brandon Lendak – CIDG and Media Arts. Fiscal Impact: None

5.13 Academic Equivalency Request – Martin Picke, Aviation

Approval of the academic equivalency request for Martin Picke, Aviation. Fiscal Impact: None

5.14 Academic Equivalency Request – Demond Little, Physical Education

Approval of the academic equivalency request for Demond Little, Physical Education. Fiscal Impact: None

5.15 Academic Equivalency Request – Victor Carevic, Aviation

Approval of the academic equivalency request for Victor Carevic, Aviation Fiscal Impact: None

- 5.16 Independent Contractor Agreement – Robert Steinberg
Approval of the Independent Contractor Agreement between Victor Valley Community College District and Robert Steinberg to provide arbitration services on June 12, 2012. Fiscal Impact: Total cost to be borne equally by the District and CSEA. District portion: \$3,000.00, budgeted item.
- 5.17 Agreement – Hi-Desert Communications, Inc.
Approval of the agreement between Victor Valley Community College District and Hi-Desert Communications, Inc. for a repeater site to ensure radio transmission for police and maintenance operations at the Public Safety Center facility. Fiscal Impact: \$3,450.00, budgeted item.
- 5.18 Board of Trustees Payments Report
Approval of the Board of Trustees Payments Report. Fiscal Impact: None
- 5.19 **PULLED FOR SEPARATE DISCUSSION** (see item 6.0)
Agreement – Total Compensation Systems, Inc.
It was MSC (Brady/Henderson, 5-0) to ratify the agreement between Victor Valley Community College District and Total Compensation Systems, Inc. for the completion of an actuarial study to provide the information necessary for the District's compliance with GASB 43 and 45. TCS performed the District's last actuarial study in March 2011. Fiscal Impact: Not to exceed \$7,900.00, budgeted item.
- 5.20 Agreement – Hi-Desert Alarm
Ratification of the agreement between Victor Valley Community College District and Hi-Desert Alarm to provide labor and materials to install a panic button system and provide 24/7 monitoring for the Regional Public Safety Training Center. Fiscal Impact: \$467.22, Fund 71.
- 5.21 Agreement – R.Y. Rodriguez, Inc.
Ratification of the agreement between Victor Valley Community College District and R.Y. Rodriguez, Inc. to provide equipment and labor to perform the required annual Mojave Desert AQMD test of the vapor recovery system on the unleaded gasoline dispenser. Fiscal Impact: \$372.70, budgeted item.
- 5.22 Agreement – AssetWorks Appraisal
Ratification of the agreement between Victor Valley Community College District and AssetWorks Appraisal to perform a campus-wide inventory required by our auditors of the capital assets and equipment listed in our inventory database. Fiscal Impact: \$18,500.00, budgeted item.
- 5.23 Agreement – Comserco Communications, Inc.
Ratification of the agreement between Victor Valley Community College District and Comserco Communications, Inc. to provide equipment and labor to install a two-way radio equipment on the Main Campus and at the Regional Public Safety Training Center (RPSTC). Fiscal Impact: \$30,068.43, Fund 71.
- 5.24 Increase Contract Amount – SimplexGrinnel, LP
Ratification of the increase contract amount between Victor Valley Community College District and SimplexGrinnel, LP to correct deficiencies following the fire alarm inspection on February 7, 2012. The original contract was approved by the Board of Trustees at the March 13, 2012 meeting in the amount of \$16,290.00. The District wishes to increase the contract amount by \$3,615.29 to replace the batteries in the fire alarms at various locations on campus. Fiscal Impact: \$3,615.29, Fund 71.

5.25 Agreement – Trane Building Services

Ratification of the agreement between Victor Valley Community College District and Trane Building Services to provide labor to assist in troubleshooting two distinct problems with HVAC units on the main campus. Fiscal Impact: \$1,565.00, budgeted item.

5.26 Agreement – B&B Blinds, Shutters and Shades

Ratification of the agreement between Victor Valley Community College District and B&B Blinds, Shutters and Shades to provide and install roller shades at the Regional Public Safety Training Center. Fiscal Impact: \$2,682.00, Local Bond Funded.

5.27 Notice of Completion – Highland Partnership, Inc.

Ratification of the Notice of Completion for the Regional Public Safety Training Center. This project was originally Board approved on August 11, 2009. Fiscal Impact: None.

5.28 Furniture, Fixtures & Equipment (FF&E) Purchase – Vector Resources, Inc.

Ratification of the FF&E purchase with Vector Resources, Inc. to purchase needed equipment for the Regional Public Safety Training Center. This equipment will be used to film various training scenarios for the EMT, Fire, and AJ disciplines giving students hands-on training and allowing the instructors the ability to evaluate the performance of students in actual life-like training situations. Fiscal Impact: \$42,029.65, Local Bond Funded.

5.29 Agreement – P2S

Ratification of the agreement between Victor Valley Community College District and P2S to provide engineering services for the replacement of the Fiber Optic cables from the Music Building to seven other buildings on campus. This work is tied to the Code Compliance and Renovation project which was approved by the Board of Trustees on June 14, 2011. Fiscal Impact: \$18,500.00, Local Bond Funded.

5.30. Agreement – Merrell Johnson Companies

Ratification of the agreement between Victor Valley Community College District and Merrell Johnson Companies for soil testing and engineering as required by the Division of State Architect's Office (DSA) to complete the structural design for previously Board approved capital construction projects. Fiscal Impact: estimated at \$36,925.00, Local Bond Funded.

5.31 PULLED FOR SEPARATE DISCUSSION (see item 6.0)

Agreement – Golden Star Technology, Inc. (GST)

It was MSC (Denson/Dustin, 5-0) to ratify to revise the contract number on the agreement with Gold Star Technology, Inc. This agreement went before the Board of Trustees on February 14, 2012 referencing WSCA B27164-CA for the purchase of HP equipment, software and services. The pricing for this purchase should have referenced California Multiple Award Schedule (CMAS) #HP-3-10-70-1975C. This contract provides for the purchase, warranty, and maintenance of hardware and software of Hewlett Packard products and services. (Item #IN-23, on the Campus Technology Projects list.) Fiscal Impact: None

5.32 PULLED FOR SEPARATE DISCUSSION (see item 6.0)

Agreement – Golden Star Technology, Inc. (GST)

It was MSC (Brady/Henderson, 5-0) to ratify the agreement between Victor Valley Community College District and Golden Star Technology, Inc. (GST) to purchase HP equipment, software and services. The pricing for this purchase conforms to California Multiple Award Schedule (CMAS) #HP-3-10-70-1975C. This contract provides for the purchase, warranty, and maintenance of hardware and software of Hewlett Packard products and services. (Item #IN-22 on the Campus Technology Projects list.) Fiscal Impact: \$23,738.18, Fund 71.

5.33 PULLED FOR SEPARATE DISCUSSION (see item 6.0)

Agreement – Vector Resources, Inc.

It was MSC (Henderson/Krause, 5-0) to ratify the agreement between Victor Valley Community College District and Vector Resources, Inc. to purchase equipment, supplies, and contracted services. The pricing for this purchase conforms to California Multiple Award Schedule CMAS #3-01-70-0876H (Systimax) and CMAS # 3-08-70-0876Y (Labor). This contract provides for the purchase of products and/or services. Fiscal Impact: \$4,079.80, Fund 71.

5.34 Agreement – Vector Resources, Inc.

Ratification of the agreement between Victor Valley Community College District and Vector Resources, Inc. to purchase equipment, supplies, and contracted services. This proposal is based on pricing and labor rates from a 2-year audio visual agreement that was Board approved on May 10, 2011. Vendor will provide and install cabling and audio visual equipment in room 124 located at the Regional Public Safety Training Center. This project will support instructional needs and requirements. (Item #1-13 on the Campus Technology Projects list). Fiscal Impact: \$10,351.02, Local Bond Funded.

5.35 Agreement – Sixten & Associates

Approval of the agreement between Victor Valley Community College District and Sixten & Associate for State Mandate Claim Preparation for the 2012-2013 fiscal year. The term of the agreement is from July 1, 2012 through June 30, 2013. The State of California is required to reimburse districts for the cost of implementing programs mandated by the state, such as Collective Bargaining. These programs are not directly funded, but instead require the District to submit claims annually to the State Controller. Fiscal Impact: Not to exceed \$13,000.00, budgeted item.

ACTION AGENDA

6. BOARD OF TRUSTEES

6.1 Separate approval of items pulled from consent agenda

5.1 PULLED FOR SEPARATE DISCUSSION (see item 6.0)

Approval of the minutes of the April 10, 2012 regular Board meeting.

It was MSC (Brady/Krause, 4-0, Denson recused) to approve the minutes of the April 10, 2012 regular Board meeting.

5.2 PULLED FOR SEPARATE DISCUSSION (see item 6.0)

Independent Contractor Agreement – Allan Barbish

It was MSC Brady/Krause, 5-0) to approve of the Independent Contractor Agreement between Victor Valley Community College District and Allan Barbish to provide complete sound system (includes all mics and tech services) for the June 8, 2012 commencement ceremony being held in the gymnasium. The period of this agreement is for June 8, 2012. Fiscal Impact: Not to exceed \$2,200.00, budgeted item.

5.19 PULLED FOR SEPARATE DISCUSSION (see item 6.0)

Agreement – Total Compensation Systems, Inc.

It was MSC (Brady/Henderson, 5-0) to ratify the agreement between Victor Valley Community College District and Total Compensation Systems, Inc. for the completion of an actuarial study to provide the information necessary for the District's compliance with GASB 43 and 45. TCS performed the District's last actuarial study in March 2011. Fiscal Impact: Not to exceed \$7,900.00, budgeted item.

5.31 PULLED FOR SEPARATE DISCUSSION (see item 6.0)

Agreement – Golden Star Technology, Inc. (GST)

It was MSC (Denson/Dustin, 5-0) to ratify to revise the contract number on the agreement with Gold Star Technology, Inc. This agreement went before the Board of Trustees on February 14, 2012 referencing WSCA B27164-CA for the purchase of HP equipment, software and services. The pricing for this purchase should have referenced California Multiple Award Schedule (CMAS) #HP-3-10-70-1975C. This contract provides for the purchase, warranty, and maintenance of hardware and software of Hewlett Packard products and services. (Item #IN-23, on the Campus Technology Projects list.) Fiscal Impact: None

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Agreement – Golden Star Technology, Inc. (GST)

It was MSC (Brady/Henderson, 5-0) to ratify the agreement between Victor Valley Community College District and Golden Start Technology, Inc. (GST) to purchase HP equipment, software and services. The pricing for this purchase conforms to California Multiple Award Schedule (CMAS) #HP-3-10-70-1975C. This contract provides for the purchase, warranty, and maintenance of hardware and software of Hewlett Packard products and services. (Item #IN-22 on the Campus Technology Projects list.) Fiscal Impact: \$23,738.18, Fund 71.

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Agreement – Vector Resources, Inc.

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10. ADMINISTRATIVE SERVICES

10.1 Award Contract – Music Abatement

It was MSC (Denson/Brady, 5-0) to approve to award the contract to NCM Contracting Group to remove asbestos from the Music building. Fiscal Impact: \$299,800.00, Local Bond Funded.

10.2 Agreement – NTD Architecture

It was MSC (Denson/Brady, 5-0) to approve the agreement between Victor Valley Community College District and NTD Architecture to provide architectural services in connection with the Music Building Code Compliance and Renovation Bond funded (Measure JJ) project. On June 14, 2011, the Board of Trustees approved a list of projects recommended by shared governance committees and presented to the Board at the May 10, 2011 VVC Facilities Master Plan 2011 Status Report workshop. The Music Building Renovation project was part of this list and has progressed through the programming phase. The next step is to enter into an agreement with an Architectural firm to start the design phase. Fiscal Impact: Not to exceed \$192,500.00 – Local Bond Funded.

10.3 Resolution # 12-04 – Temporary Borrowing Between Funds

It was MSC (Brady/Henderson, 5-0) to approve the resolution that would authorize temporary inter-fund borrowing between specific funds during Fiscal Year 2012-2013. Fiscal Impact: None.

10.4 Agreement – Beinschroth Family Trust

It was MSC (Brady/Henderson, 5-0) to approve the agreement between Victor Valley Community College District and Beinschroth Family Trust for the purchase of 244 acre feet of water. The District has 2 wells on the VVC campus. Under the terms with the Watermaster, and the court ordered adjudication; we are allowed to pump up to a total of 144 acre feet of water from the two wells per year. Due to the irrigation demands and the maintenance of the upper campus lake, we pumped 327 acre feet from the Alto sub-area. The amount of overproduction is 183 acre feet. Fiscal Impact: \$67,100.00, budgeted item (if we paid Watermaster for 183 ac/ft it would be \$72,285.00)

11. HUMAN RESOURCES

11.1 Revised Management Job Description – Director of Student Services

It was MSC (Henderson/Brady, 3-2, Krause, No, Denson, No) to approve the revised classified job description of Director of Student Services, effective May 9, 2012. Fiscal Impact: Range 19 of the Management Salary Schedule, \$8,017 to \$10,246 monthly plus benefits, budgeted item.

11.2 Memorandum of Understanding – Summer 2012 Work Week Schedule

It was MSC (Brady/Krause, 5-1, Range, No) to approve the Memorandum of Understanding as presented. Fiscal Impact: None

11.3 New Management Position and Job Description, Technical Operations Manager

It was MSC (Henderson/Krause, 3-2, Krause, No, Denson, No) to approve the new IT management position and job description of Technical Operations Manager, effective May 9, 2012. Fiscal Impact: Range 17 of the Management Salary Schedule, \$6,588-\$8,428 monthly plus benefits, budgeted.

11.4 Management Appointment – Instructional Dean, STEM

It was MSC (Henderson/Brady, 5-0) to approve to appoint Rolando Regino to fill the position of Instructional Dean, STEM beginning May 9, 2012 through June 30, 2013. Fiscal Impact: Range, Step C on the Management Salary Schedule, \$9,766/month plus benefits, budgeted item.

12. INFORMATION/DISCUSSION

12.1 Other Post-Employment Benefits

Submitted as an information item.

13. REPORTS (3 minute limit per report)

The purpose of these reports is to inform the Board of Trustees regarding issues pertaining to those constituency groups.

13.1 Foundation – Val Christianson

13.2 Employee Groups

- a) CTA - absent
- b) CSEA – Fred Board
- c) AFT Part-Time Faculty United – John Reed

14. Public Comments Related to Non-Agenda Items: Margaret Kagy, Marsha King, and Derek King

15. BOARD REPORTS

Christopher Dustin: Reported 39th annual Cinco de Mayo event, announced the 2012 Student Choice Award recipients Brandon King, Laird Eklund, Pamela James, Richard Sonner, David Meyer, John Rude, David Hoover, and Christine Guinotte. May 10th will feature an Evening of Authors, May 25th an honorary breakfast is scheduled for the custodians and M&O staff. The ASB retreat is scheduled July 12-15th.

Trustee Brady: Spoke on the recent Regional Public Safety Center dedication. Thanked the Foundation for their involvement with the Economic Summit event which raised \$26,000 which will be split between the Foundation and the Red Cross.

Trustee Denson: Enjoyed recent Regional Public Safety Center dedication. Attended the Cinch de May event on campus. Appreciates the meetings being webcast which allowed her to view the meeting she was not able to attend. Thanked everyone for attending tonight's meeting and in voicing their complaints and concerns.

Trustee Krause: Announced that the Regional Public Safety Center dedication was spectacular. The Governor's revise is coming out May 15th and he is curious to see its effect on community colleges.

Trustee Henderson: He apologized that prior commitments prevented him attending the many various campus. He has however, privately toured the Regional Public Safety Center.

Trustee Range: Announced that the webcast will continue month after month. The budget and facilities workshop will be webcast as well. He spoke on the CCLC Annual Trustee conference that he recently attended in San Diego. He attended the Regional Public Safety Center dedication

16. ADJOURNMENT

It was MSC (Krause/Brady, 5-0) to adjourn the meeting at 8:20 p.m.


Michael Krause, Clerk

6-12-12

Date Approved