



# Victor Valley Community College District REGULAR MEETING OF THE BOARD OF TRUSTEES Minutes

Date: August 9, 2011

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

## AGENDA ~ Board Room

*Board Room Victor Valley Community College*

### CALL TO ORDER

The Board of trustees of Victor Valley Community College District met in Open Session on August 9, 2011 in the Board Room of the Administration Building. Mr. Henderson, Board President called the meeting to order at 5:30 p.m.

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

### PLEDGE OF ALLEGIANCE

Frederick Board led the Pledge of Allegiance to the Flag.

**ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA:** None

## REGULAR MEETING AGENDA

*Board Room Victor Valley Community College  
This meeting will be electronically recorded*

### 3. OPEN SESSION REGULAR MEETING

**PUBLIC COMMENTS RELATED TO AGENDA ITEMS:** Arlene Greene (11.1)

### 4. SUPERINTENDENT/PRESIDENT'S REPORT

As requested by the Board of Trustees, Dr. O'Hearn presented a general overview of the costs relative to recording and live-streaming board meetings. Three options were presented that the staff investigated and researched. Option A provides streaming to the website, recording, user friendly and has the largest annual start-up costs at \$69,000 for the first year and \$1,200 each subsequent year. Over a 10-year period the costs would be approximately \$130,000. Option B provides everything Option A with additional advantages. The initial first-year start-up costs are at \$9,800 with a 10-year cost of approximately \$100,000. Option C is an in-house option, providing most of the services of Option A and B however, extremely staff intensive and would need to be pieced together. The cost over 10 years would be approximately \$30,000 which does not include staff costs at \$200/hour for that service.

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**BOARD OF TRUSTEES:** Joseph Brady, Lorrie Denson, Dennis Henderson, Michael Krause, Joe Range, ASB Member

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The college is working diligently addressing the concerns of the Accreditation and a plan will be presented to the Board in at the September meeting.

Dr. O'Hearn announced that it is the intent to highlight students and student activities in the various instructional programs. This month's meeting showcased the Music Department. Dr. Miller, Professor of Music and students shared their experiences and explained the benefits and how important the program is to them. Dr. Miller thanked everyone for their continued support in making these international opportunities available to them.

- **Academic Senate** - Absent

## 5. **CONSENT AGENDA**

It was MSC (Krause/Brady, 5-0) to approve the consent items amended and item 5.15 pulled for separate discussion by Trustee Range.

- 5.1 Approval of the minutes of the July 12, 2011 regular Board meeting and the June 29, 2011 and July 29, 2011 special Board meetings.
- 5.2 Agreement Renewal – PeopleAdmin, Inc.  
Approval of the renewal agreement between Victor Valley Community College District and PeopleAdmin, Inc. to provide an automated internet-based system for accepting and processing employment applications. The period of this agreement is from August 28, 2011 through August 27, 2012. Fiscal Impact: \$34,600.00, budgeted item.
- 5.3 Warranty Agreement Renewal – Pacific Parking Systems, Inc.  
Ratification of the warranty renewal agreement between Victor Valley Community College District and Pacific Parking Systems, Inc. to provide extended warranty and preventive maintenance services for the (4) Model 400 parking permit equipment. The period of this agreement is from July 1, 2011 through July 1, 2012. Fiscal Impact: \$3,200.00, budgeted item.
- 5.4 Renewal Agreement – Syncsort, Inc.  
Ratification of the renewal agreement between Victor Valley Community College District and Syncsort, Inc. to maintain support services for the Syncsort Back-up Express Software that is used for backing up essential file systems from production disk to tape restoration in case of disaster or user error. The period of this agreement is July 31, 2011 through July 30, 2012. Fiscal Impact: \$5,733.00, budgeted item.
- 5.5 Renewal Agreement – Bomgar Corporation  
Ratification of the renewal software maintenance agreement between Victor Valley Community College District and Bomgar Corporation to enable the help desk and other technical personnel to view and control any workstation on or off campus. This software will be used to assist with troubleshooting student or staff calls with technical computer problems. The period if this agreement is from October 1, 2011 through September 1, 2012. Fiscal Impact: \$2,753.60, budgeted item.

5.6 Agreement – Contract Education Services

Ratification of the Contract Education Services agreement listed that are being offered through the Contract Education Department. Fiscal Impact: \$3,750.00 **Income to the District**

Vendor:	Estimated income to the District
Trust Auto Sales	\$ 650.00
Voices For All – An Introduction to Voiceovers (Getting Started in Voice Acting)	\$ 600.00
Standing Room Only Productions Inc., - Youth/Teen Performance Arts Camp	\$ 1,000.00
Standing Room Only Productions Inc., - Summer Performing Arts Conservatory (By Audition Only)	\$ 1,200.00
Such A Voice – You're on the Air... How to really make in Voice-Overs!	\$ 300.00
<b>Total:</b>	<b>\$ 3,750.00</b>

5.7 Agreement – Contract Education Services

Ratification of the Contract Education Services agreement listed for the food handler classes offered through the Contract Education Department. Fiscal Impact: \$1,800.00 **Income to the District.**

Vendor:	Estimated Income to the District
Churches Chicken	\$ 300.00
Hotdog & Company	\$ 300.00
AM Vets	\$ 300.00
Mollie Brown Café – Victorville	\$ 300.00
Rick's Roadside Café	\$ 390.00
Denny's Restaurant – Adelanto	\$ 210.00
<b>Total:</b>	<b>\$ 1,800.00</b>

5.8 Amendment CSPP-0446 Child Development Program Lab Classroom Contract

Approval of the amendment of Child Development Program Lab Classroom Contract CSPP-0446 for FY 2010-2011 and adopt the resolution certifying the approval of the Board of Trustees to enter in this transaction with the California Department of Education. Fiscal Impact: \$32,928 less to the District FY 2010-2011.

5.9 Agreement – Ebmeyer Charter & Tour

Ratification of the agreement between Victor Valley Community College District and Ebmeyer Charter & Tour to provide charter bus transportation for Athletic programs throughout the fiscal year. The period of this agreement is form July 1, 2011 through June 30, 2012. Fiscal Impact: Not to exceed \$25,000.00, budgeted item.

5.10 Agreement – H & E Equipment Services

Ratification of the agreement between Victor Valley Community College District and H & E Equipment Services for the rental of two 35 foot scissor lifts, plus fuel costs, to be used at home football games. The period of this agreement is September 10, 2011 through November 12, 2011. Fiscal Impact: Not to exceed \$2,437.38, budgeted item.

- 5.11 Agreement – Hi-POD  
Ratification of the agreement between Victor Valley Community College District and Hi-POD for the rental of a telescoping mast to film the games from the end zone. The period of this agreement is from September 1, 2011 through November 15, 2011. Fiscal Impact: Not to exceed \$875.00, budgeted item.
- 5.12 Agreement – Catholic Healthcare West, dba St. Bernardine Medical Center  
Ratification of the agreement between Victor Valley Community College District and Catholic Healthcare West, dba St. Bernardine Medical Center to provide clinical learning facilities for health sciences programs. The period of this agreement is from June 15, 2011 through June 14, 2012. Fiscal Impact: None
- 5.13 Disposal of Surplus Property  
Approval of the listed furniture/supplies to be donated to other child care facilities. Fiscal Impact: None
- 5.14 Board of Trustees Payments Report  
Approval of the Board of Trustees Payments Report. Fiscal Impact: None
- 5.15 PULLED FOR SEPARATE DISCUSSION (see agenda item 6.1)  
Lease Agreement – Southern California Logistics Airport Authority  
Approval of the agreement with Southern California Airport Authority to lease instructional space to hold college courses at this site. Fiscal Impact: None
- 5.16 Furniture, Fixtures & Equipment (FF&E) Purchase – Vector Resources, Inc.  
Ratification of the purchase with Vector Resources, Inc. to supply and install technology equipment for the Eastside Public Safety Training Center, a local bond funded project. Fiscal Impact: \$61,631.88 (includes tax and installation) **Local Bond Funded.**
- 5.17 Agreement Renewal #11/12-0030 – San Bernardino County Superintendent of Schools (SBCSS)  
Ratification of the agreement between Victor Valley Community College District and San Bernardino County Superintendent of Schools to provide courier services. This service includes daily delivery and pickup of the County's correspondence and materials. Fiscal Impact: Not to exceed \$3,171.97, budgeted item.
- 5.18 Agreement – Porter Boiler Service, Inc.  
Ratification of the agreement between Victor Valley Community College District and Porter Boiler Service, Inc. to provide repair services for one of the 5.5 mm BTU boilers located in the Central Plant building. This unit provides 50% of the heating capacity for the buildings on the hot water loop. Fiscal Impact: \$2,629.87, budgeted item.
- 5.19 Agreement – Victorville Glass Co., Inc.  
Ratification of the agreement between Victor Valley Community College District and Victorville Glass Co., Inc. to provide materials and labor to install a glass store front door and frame in Building 12, Child Development Center. Fiscal Impact: \$2,683.00, budgeted item.
- 5.20 Agreement – ComSerCo Communications, Inc.  
Ratification of the agreement between Victor Valley Community College District and ComSerCo Communications, Inc. to install and supply portable radio equipment in the Student Activities Center for use by the I.T. department and the Emergency Operations Center. Fiscal Impact: \$1,952.21, Fund 71 expenditure.

5.21 Amended Agreement – County of San Bernardino

Ratification of the agreement between Victor Valley Community College District and the County of San Bernardino Head Start program to provide exclusive use and shared use of the rooms in the Child Development Center. The District is renting space to the program to provide child care services to qualifying children of Victor Valley College and other children in the High Desert. Fiscal Impact: No change in revenue to the District.

5.22 Agreement – Merrell Johnson Companies

Ratification of the agreement between Victor Valley Community College District and Merrell Johnson Companies to prepare Storm Water Pollution and Prevention and Erosion Control Plans for the campus-wide roadway and parking lot replacement project. Fiscal Impact: \$1,840.00, **Local Bond Funded**.

5.23 Agreement – Trane Building Services

Ratification of the agreement between Victor Valley Community College District and Trane Building Services to provide repair services for one of the 750 ton chillers in the Central Plant building. This unit provides 50% of the air conditioning capacity for the buildings on the chill water loop. Fiscal Impact: \$718.96, budgeted item.

5.24 Contract – Vern's Mobile Glass, Inc.

Approval of the agreement between Victor Valley Community College District and Vern's Mobile Glass, Inc. to replace the panels in the soccer shelter due to storm damage. The work will begin After August 9, 2011. Fiscal Impact: Not to exceed \$4,259.00.

5.25 Renewal Agreements – Solarwinds, Corp.

Ratification of the renewal agreements and between Victor Valley Community College District and Solarwinds, Corp. to allow the IT staff at VVC to monitor the many servers and other devices for errors and outages. Fiscal Impact: \$3,926.00, budgeted item.

5.26 Renewal Agreement – Datalink Networks

Ratification of the renewal agreement and between Victor Valley Community College District and Datalink Networks to continue to provide firewall protection from web-based threats, allowing students and faculty to use advanced web services and applications. The period of this agreement is from September 1, 2011 through August 31, 2012. Fiscal Impact: \$11,940.84, budgeted item.

5.27 Agreement – Campus Guard

Ratification of the agreement between Victor Valley Community College District and Campus Guard to evaluate the campus Payment Card Industry (PCI) compliance within the campus network. Fiscal Impact: \$9,400.00, (\$4,700.00 will be paid by the Bookstore and \$4,700.00 will be paid by IT) budgeted item.

5.28 Agreement – Yucca Crane

Ratification of the agreement between Victor Valley Community College District and Yucca crane to load and move a donated rail car from the rail site to the Public Safety Training Center. This rail car was donated to the Victor Valley College Foundation from Burlington Northern Santa Fe Railway Company, and will be used as a training prop at the new facility. Fiscal Impact: \$6,000.00, **Local Bond Funded**.

5.29 Subscription Agreement – Lexipol, LLC

Ratification of the agreement between Victor Valley Community College District and Lexipol, LLC to provide customized police manual updates and development that meet regulatory law enforcement requirements. The period of this agreement is from July 1, 2011 through June 30, 2012. Fiscal Impact: \$2,450.00, budgeted item.

## **ACTION AGENDA**

### **6. BOARD OF TRUSTEES**

- 6.1 Separate approval of items pulled from consent agenda  
5.15 PULLED FOR SEPARATE DISCUSSION Lease Agreement – Southern California Logistics Airport Authority

It was MSC (Range/Brady, 5-0) to approve the agreement with Southern California Airport Authority to lease instructional space to hold college courses at this site. Fiscal Impact: None.

### **8. INSTRUCTION**

- 8.1 Child Development Program Lab Classroom Contract CSPP-1439

It was MSC (Brady/Range, 5-0) to approve the Child Development Program Lab Classroom Contract CSPP-1439 for FY 2011-2012 and adopt the resolution certifying the approval of the Board of Trustees to enter in this transaction with the California Department of Education for the purpose of providing child care and development services and to authorize designated personnel to sign contract documents. Fiscal Impact: \$153,023 **Income to the District for FY 2011-2012.**

### **11. HUMAN RESOURCES**

- 11.1 Layoff Resolution Classified

It was MSC (Krause/Brady, 4-1, Krause, No) to adopt the resolution to reduce workload and layoff for lack of funds and authorize and direct the Vice President, Human Resources to give notice of layoff to employees in the classification listed. Fiscal Impact: None, grant funded program.

### **12. INFORMATION**

- 12.1 First Reading – Revised – Board Policy #2715 Code of Ethics/Standards of Practice (per recommendation by the Accrediting Commission)  
Submitted as an informational item.

- 12.2 Emeritus Status – Mary Susan Tillman  
Submitted as an informational 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 – Ginger Ontiveros

- 13.2 Employee Groups

- a) CTA - absent
- b) CSEA – Fred Board
- c) AFT Part-Time Faculty United – no comment

14. **PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS** : Rick Piercy

**15. TRUSTEE COMMENTS**

- Board Self-Evaluation (*per recommendation by the Accrediting Commission*)  
Dr. O'Hearn reported that in response to a recent Accreditation recommendation, the Board of Trustees completed a self-evaluation, set goals for themselves and the college, and reviewed the policy on the District Vision, Values, Missions & Goals at their May 2011 Board of Trustees retreat facilitated by Cindra Smith. The self-evaluation included an opportunity for an individual ranking of performance as well as the entire Board against the Standard Code of Ethics. The Board was provided a summary sheet showing both the individual ranking as well as the entire Board. In response to the Accreditation Commission's suggestion, the Board reviewed and discussed the results of the summary.

Trustee Denson thanked those who provided good thoughts and prayers for her sister.

Trustee Krause thanked everyone for coming and spoke on the *Daily Press* article regarding the simulation.

Trustee Range said he was looking forward to strategic conversations.

Trustee Brady said he would like another retreat scheduled.

Student Trustee Dustin announced that ASB is looking forward to the fall semester.

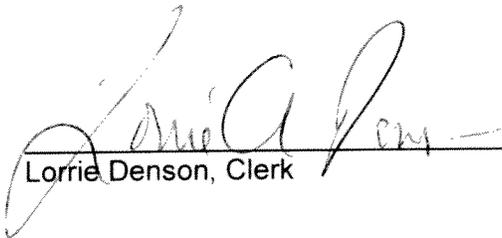
President Henderson thanked everyone for coming this evening.

**16. SUPERINTENDENT/PRESIDENT'S SUMMARY REPORT**

None

**17. ADJOURNMENT**

It was MSC (Krause/Brady, 5-0) to adjourn the meeting at 6:59 p.m.

  
Lorrie Denson, Clerk

  
Date Approved