

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
January 22, 2020 – San Mateo, CA**

The meeting was called to order at 4:30 p.m.

Board Members Present: President Karen Schwarz, Vice President Thomas A. Nuris, Trustee Maurice Goodman, Trustee Richard Holober, Trustee Dave Mandelkern

ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION

President Schwarz said that during closed session, the Board will (1) hold a conference with legal counsel regarding three cases of anticipated litigation as listed on the printed agenda, (2) consider employee discipline, dismissal, release, (3) hold a conference with agency labor negotiator as listed on the printed agenda, and (4) conduct a public employee performance evaluation as listed in the printed agenda.

STATEMENTS FROM THE PUBLIC ON CLOSED SESSION ITEMS ONLY

No statements at this time.

RECESS TO CLOSED SESSION

The Board recessed to closed session at 5:07 p.m.

RECONVENE TO OPEN SESSION

The Board reconvened to open session at 6:08 p.m.

Board Members Present: President Karen Schwarz, Vice President Thomas A. Nuris, Trustee Maurice Goodman, Trustee Richard Holober, Trustee Dave Mandelkern

Others Present: Interim Chancellor Michael Claire, Chief Financial Officer Bernata Slater, Skyline College Interim President Dr. Jannett Jackson, College of San Mateo Acting President Kim Lopez, Cañada College President Jamillah Moore, District Academic Senate President Jeramy Wallace

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

President Schwarz stated the Board took no reportable action during the closed session.

DISCUSSION OF THE ORDER OF THE AGENDA

President Schwarz stated a request was made to move agenda item **20-1-6A** (Approval of Revision to Miscellaneous Pay Rates Salary Schedule) to be considered before item **20-1-5A** (Approval of Personnel Items); no objections were made and the request was granted by the Board.

AUDIT PRESENTATIONS

RECEIPT AND ACCEPTANCE OF THE 2018-19 DISTRICT AUDIT REPORT (20-1-100B)

It was moved by Trustee Mandelkern and seconded by Trustee Nuris to receive and accept the audit report.

President Schwarz called on Chief Financial Officer Bernata Slater to introduce Colleen Goeser, Crowe LLP Audit Manager, to present the report. CFO Slater thanked everyone, gave a brief explanation as to how these reports are generated and why they are submitted and introduced Audit Manager Goeser to present the results of the audit. Audit Manager Goeser began by directing everyone's attention to page 93 of the District financial statements. She noted that the auditing firm issued an "unmodified opinion" for the financial statements; an unmodified opinion is essentially the gold standard of opinions, the highest an organization can receive from a financial statement standpoint. All materials were presented fairly within the statement and Audit Manager Goeser reported no difficulties or discrepancies were found when the audit firm reviewed the report. The audit was very smooth this year and the District Office and Financial Services were well prepared, as usual.

“Federal awards” was the next area Audit Manager Goeser spoke about, stating they tested the federal compliance for both the Student Financial Aid and TRIO clusters and issued an unmodified opinion in regards to the federal compliance of these major programs. The last area is related to “state awards” and Audit Manager Goeser stated the District was issued a “qualified opinion” based on their findings (a summary of which can be found on page 96), which is one step below the unmodified opinion. The qualified opinion issuance is not new and has been reported previously to the Board; the District has been monitoring it annually and it has no fiscal impact on the District itself.

RECEIPT AND ACCEPTANCE OF THE 2018-19 KCSM AUDIT REPORT (20-1-101B)

It was moved by Trustee Goodman and seconded by Trustee Mandelkern to receive and accept the audit report.

Audit Manager Goeser stated another unmodified opinion was issued for this report. The activity level was comparative to the previous year and no unusual transactions were documented or reported.

RECEIPT AND ACCEPTANCE OF THE 2018-19 GENERAL OBLIGATION BOND FINANCIAL AND PERFORMANCE AUDIT REPORTS (20-1-102B)

It was moved by Trustee Nuris and seconded by Trustee Holoher to receive and accept the audit report.

Audit Manager Goeser stated this report is a little different because it is a performance report and it follows different procedures. The audit firm selected a sample of 36 expenditures and reviewed them for compliance; the conclusion can be found on page 3 of the audit report. The audit firm was able to determine that the District’s Measure H expenditures were in accordance with the regulations set by the Board of Trustees, the measure presented to voters and in compliance with Prop 39.

An audit was also performed on the Measure H financial statements themselves and audit opinions can be found on page 2 of the report; another unmodified opinion was issued in regards to these financial statements. There was a significant increase in assets, which was due to refunds received during the year and new bond issuances.

RECEIPT AND ACCEPTANCE OF THE 2018-19 RETIREMENT FUTURIS PUBLIC ENTITY INVESTMENT TRUST AUDIT REPORT (20-1-103B)

It was moved by Trustee Mandelkern and seconded by Trustee Holoher to receive and accept the audit report.

Audit Manager Goeser stated on the top of page 2 of the report, the audit firm issued another unmodified opinion in regards to the trust. She also pointed out that within the notes of the financial statements on page 7 of the report, the District has a Net OPEB (Other Postemployment Benefits) asset, which is rare to see at the community college level (as most only have a Net OPEB liability).

Audit Manager Goeser thanked the Board for their time and asked if there were any questions; President Schwarz asked if there were any public questions regarding the reports. Maxine Turner, a member of the public, acknowledged the work and effort put into these audits and their reports when dealing with the financial records of a public agency such as the District. She stated that she believes since taxpayers are essentially paying for their services, we should get the best; to this extent, Ms. Turner said she believes the performance audit is terribly weak. She has never understood the difference between a performance and financial audit and pointed out the pages describing how to conduct a government-approved performance audit are longer than the performance audit we just received. In the future, Ms. Turner suggests all parties should learn from this because it is a tool both the District and public can use to manage and understand the great amount of money being spent from bond measures.

Trustee Mandelkern asked if this was Audit Manager Goeser first year in dealing with the District audit. Audit Manager Goeser stated she has been a member of the engagement team for several years now, but this is her first time presenting (and Crowe LLP’s fourth year serving as the District’s auditing agency). Trustee Mandelkern drew Audit Manager Goeser’s attention to page 9 of the KCSM audit report and the line stating “District support.” He noted the amount between 2018 and 2019 increased by about \$50,000 and asked if some light could be shed on this. Audit Manager Goeser stated there are several different types of expenditures affecting the general category of “District support” and would like to take a more in-depth look at the financial statements to see what particular category made it amount increase so much. CFO Slater stated it was most likely increases in staffing compensation and CalPERS benefits, but she would work with Audit Manager Goeser and follow-up; Trustee Mandelkern stated it would be beneficial to the Board to know this information.

Trustee Mandelkern also commented on the general obligation bond report, stating on page 6 it is mentioned that the District has investments in the County Treasury totaling just over \$200 million. Since the District has a history of losing money in investments with the County Treasury, Trustee Mandelkern asked if there was any audit performed to see if District cash was being held there in compliance with the County's investment policy and if there was any assessment to the degree of risk those funds were at. Audit Manager Goeser stated for their procedures, the audit firm was simply verifying and confirming the cash amount the District claims is being held due to Measure H matches what the County office says is being held with them. She also stated the risk assessment is a bit outside of their audit.

Trustee Holober asked if Audit Manager Goeser could provide a dollar and percentage amount in the 50% law shortfall. Audit Manager Goeser stated this explanation could be found beginning on page 83 of the financial statements. As of June 30, 2019, the District was at 42.24%; in order to reach the 50% threshold, the District would have needed to spend just over \$12 million in instructional salary costs. Trustee Holober also referenced the "District support" line in the KCSM audit report and requested more clarity on this item. Interim Chancellor Claire stated he believes this is just a disclosure item or an overhead pool allocation; he previously spoke with former Executive Vice Chancellor Kathy Blackwood regarding this, but will fully investigate. Trustee Mandelkern stated it does appear there was positive cash flow for the last two years and not a deficit.

Trustee Holober also commented on the Futuris Retirement Fund, stating it appears as though it is fully funded with an excess of \$12-13 million. He would like to know if we need to continue funding the trust if it is already fully funded with a surplus – have we reached the point where the funding has been done, so can it go on its own? CFO Slater stated the District will be discussing within the next few weeks how to proceed in this positive situation; the Trust has yet to close the pool on employees that are still eligible for benefits, which means the District still needs to charge itself a certain percentage to fund those employees who are still becoming newly eligible for benefits. CFO Slater stated the District could probably lower the 5% charge rate. In addition, the OPEB board will start a conversation on when the District can start charging "pay-as-you-go" towards the savings the District currently has in OPEB. Trustee Holober stated the District is adding new/current employees who will be future recipients as time passes, so the impact on the projection of costs should be going down. CFO Slater agreed, stating when the OPEB board meets with the actuary in the coming weeks, they would be the ones to provide the lowered cost rate.

Audit Manager Goeser ended her presentation by thanking Financial Services staff and the District for preparing the financial statements to go through an audit. She stated it is always a hands-on process and given the amount of unmodified opinions presented in their findings, it speaks to the District's commitment to accurate and quality reports with regards to its fiscal responsibility. President Schwarz appreciated Audit Manager Goeser's comments, stating it is always nice to hear those words of approval from an outside agency who specializes in this area.

All four motions carried, with all members voting Aye for each motion.

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

PRESENTATION BY U.S. NAVAL SEA CADET CORPS, BAND OF THE WEST (20-1-3C)

Millbrae Councilmember (and former mayor) Wayne Lee introduced the presentation, stating he was present to show his support for the U.S. Naval Sea Cadet Corps, Band of the West, to give thanks to Cañada College President Jamillah Moore for allowing them band to rehearse on the Cañada College campus and to provide an update to the Band's progress and activities. Councilmember Lee introduced Lieutenant Jo-Anne Dao of the United States Naval Sea Cadet Corps (NSCC); she is the commanding officer of the Band of the West and will be presenting.

Lieutenant Dao stated the NSCC is a youth organization sponsored by the United States Navy with no service obligation. The activities are reflecting of the Navy core values, which are honor, courage and commitment. The NSCC serves as a youth leadership program to help develop the leaders of tomorrow and they also promote healthy living through physical fitness and training. Lieutenant Dao also stated the Band of the West is the only band in the NSCC. A little over a year ago, the Band of the West found themselves without a place to drill, but through the efforts of President Moore and assistance of the Board of Trustees, the Band was given the opportunity to drill at the Flex Theater at Cañada College. Now that a year has passed, Lieutenant Dao wanted to come back to thank everyone and provide an example of the community service and support received through the District.

Currently, there are 35 sea cadets who are outstanding musicians, and there are four officers and ten instructors within the unit (which happens to be the largest unit in northern California). The cadets drill for about four to five hours every Saturday morning and there have been about 55 drills since arriving at Cañada College back in December 2018. This equates to over 200 hours, which go toward music and leadership training and community service. There have been eight public performances within the last year, including performing at both Memorial and Veteran's Day Ceremonies at the Golden Gate National Cemetery and the Navy Seal Tribute in Half Moon Bay. The Band of the West was center stage on the Marina Green in San Francisco for Fleet Week and they were invited to play at the commissioning ceremonies for the USS Tulsa and USS Oakland (later this year).

President Moore was thanked once again for allowing the Band of the West to drill on the college campus. Lieutenant Dao stated all of the support that has been shown to the Band of the West has gone right back into the community and to show the Band's appreciation and gratitude; she presented President Moore with a plaque. Councilmember Lee stated he always brings up the support the San Mateo County Community College District has shown the Band of the West and that they are based out of Cañada College.

Trustee Mandelkern thanked Councilmember Lee for bringing the possibility of assisting the Band of the West to the Board's attention a year ago. With the recent identification restrictions made to persons already in or wanting to join the armed forces, he questioned if the NSCC recruitment policy was open to all individuals, including those who identify as transgender; Lieutenant Dao stated it is open to everyone and Councilmember Lee stated aside from age, there are no limitations to joining. He also mentioned there is an awards ceremony on March 7th and everyone was invited to attend.

**CONTEMPORARY CONVERSATION REGARDING RACE, CLASS, GENDER, PRIVILEGE AND EQUITY:
SAN MATEO COUNTY COMPLETE COUNT CENSUS EFFORTS (20-1-4C)**

Vice Chancellor/Chief of Staff Mitchell Bailey introduced the report regarding the 2020 Census, stating the District has been involved in the county's complete count efforts over the last several months. One of the main goals of the county's census efforts is to get as many people as possible involved and counted so that the San Mateo County community (and beyond) can achieve the proper funding for education, preschools, healthcare, social services, transportation, housing, etc. Unfortunately, there have populations in our county that historically get undercounted, so San Mateo County aggressively working to combat this issue. Vice Chancellor Bailey then introduced Melissa Vergara, Community Outreach Specialist for San Mateo County, to discuss the steps she and her colleagues are taking to achieve this goal.

Ms. Vergara gave a brief description on what the census is, but stated she would be focusing more on what is at stake for San Mateo County and what would happen if a severe undercount was to occur. She referenced her presentation, stating the pie charts break down how California receives its federal funding and how much. As of now, the county is still operating on data collected from the last census, which was a decade ago; San Mateo County (and the Bay Area as a whole) has changed dramatically in the last ten years. California is at risk for losing a congressional seat, so an accurate census count is critical to ensure accurate political representation.

Last year, the County participated in LUPA (Local Update of Addresses) and Ms. Vergara and her colleagues were able to find 300 residences within a 1.2-mile radius in North Fair Oaks that were not marked on a list provided by the Federal Census Bureau; doing the math, this 1.2-mile radius would have equated to \$6 million in potentially lost funds for San Mateo County. Luckily, those residents are now accounted for, but this example proves that there are likely many more individuals who are in residents that are not accurately listed. Ms. Vergara stated she works closely with the PUENTE program and in 2010, PUENTE reported that the census only registered 1,500 individuals in a coastal community, but in reality, there were around 5,000 individuals living in that community. She also pointed out one of the most unfortunate aspects of this reality is that these undercounted communities are usually the communities that need the additional resources.

Ms. Vergara stated the county is ramping up their outreach program and working with all of their funded partners to get as many people counted in the census as possible. She noted that one does not need to be a citizen – just being a resident of San Mateo County – to complete the census. Ms. Vergara also stated the U.S. Census Bureau has switched to a more online-based model to collect census data. Individuals can respond via the Census Bureau website, by mailing a paper form and/or by calling in; currently, there are 12 non-English languages supported via phone and 59 non-English languages supported via the internet site. If residents do not have access to the internet, Ms. Vergara stated there will be questionnaire assistance

centers and kiosks located throughout the county for them to still complete the census. Ms. Vergara also stated the Census Bureau is hiring; the office is in Redwood City and the positions available pay around \$30 an hour.

Trustee Mandelkern thanked Ms. Vergara for her presentation and asked what the District can do, especially because we have quite a few computers connected to the internet that are readily available. Community Outreach Specialist Vergara stated the District could turn some of the areas on campus into kiosks and that Skyline College is already in the process of staff training to make this happen. She continued to state even if it was just passive outreach (posters, flyers, etc.), that would be extremely helpful. Vice Chancellor Bailey stated the District and its colleges were already in the process of setting up libraries for this kind of use. Vice Chancellor Bailey also stated since we have great relationships with our community partners, it is essential to get them involved as another means of outreach.

Trustee Holober asked if international students who are current residents of the state of California can participate in the census. Ms. Vergara stated as long as individuals have an address and a residence, then yes, they should be counted. Trustee Holober pointed out the District has over 1,000 international students and believes most of them might not be aware of the need to complete the census.

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Interim Chancellor Claire thanked Chief Financial Officer Slater, the Financial Services team, all the colleges and the KCSM unit for a “clean” audit across the board, stating it is quite an accomplishment.

Skyline College President Dr. Jannett Jackson thanked Trustee Nuris and Trustee Goodman for attending the Success Summit.

College of San Mateo Acting President Kim Lopez stated College of San Mateo is turning 100 years old in the year 2022; it is now the oldest post-secondary institution in the county of San Mateo. Acting President Lopez thanked Trustee Mandelkern for attending the first centennial committee meeting last week and mentioned there was a ribbon cutting ceremony on March 11th for Building 17 (Center for Equity, Leadership & Community).

Cañada College President Jamillah Moore extended an invitation to the Board to attend the 3rd Annual Awareness Summit on February 27th, where the topics of food insecurity and housing will be discussed.

District Academic Senate President Jeramy Wallace spoke on behalf of the faculty, stating they were all happy to be back for the Spring semester.

To present the student report, Interim Chancellor Claire introduced Karolyn Paz-Rubio and Matthew Nuez, President and Vice President (respectively) of the Associated Students of Cañada College. President Paz-Rubio and Vice President Nuez thanked everyone for their time and began their presentation by stating their student vision – community, change, mentorship and leadership. For this academic year, the Student Senate focused on four initiatives:

- Food – food surveys were sent out in Fall 2019 to address student concerns regarding the food variety/availability at the Grove and they will be reviewed this semester.
- Housing – concerns, stories and home stay experiences were collected from international students and Student Senate will work with Student Life this semester to improve the rooming and home finder programs.
- Sustainability – in Fall 2019, they wrote a zero-waste resolution, hoping to be zero-waste at Cañada College by the end of 2025 (they plan to present the resolution sometime this semester). In addition, they are pursuing the installation of more water bottle filling stations on campus, especially near the Middle College area.
- Parking – difficulties regarding the availability of parking spaces during high-traffic times has led the Student Senate to compose (and present sometime this semester) a resolution regarding the parking concerns and introduce a carpooling program to ease the burden.

President Paz-Rubio spoke about the numerous events that occurred last semester (such as Superhero Halloween, Campus MovieFest and Latinx Celebration) and stated there are many more planned for this semester. Vice President Nuez spoke

about the collaboration event with SparkPoint and how they were able to serve about 120 families with fresh produce and other groceries.

President Paz-Rubio and Vice President Nuez next spoke on Professional Development, stating members of the Student Senate attended several trainings and conferences throughout the academic year. They had a chance to collaborate with Skyline College for the first time and learn a lot about leadership. Last semester, the Student Senate also had the opportunity to collaborate with the Chicano Research Center in Stockton; they visited the organization and brought along several Bay Area community leaders to bond with the Stockton community leaders present at the event.

President Paz-Rubio and Vice President Nuez conclude by providing some of their recent highlights, including free printings, bus tokens for transportation, discounted meals and recognition by the Accrediting Commission for Community and Junior Colleges (ACCJC) for their work in Student Life.

Trustee Nuris thanked President Paz-Rubio, Vice President Nuez and the rest of the Student Senate and commended them on the great work they are doing for the college, its students and the community; he looks forward to seeing what they accomplish in the future. Both President Schwarz and Interim Chancellor Claire thanked the students as well for their outstanding report.

STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

President Schwarz asked for statements and none were presented at this time.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Dr. Michael Reiner, a member of the public, issued handouts to the Board containing data from the District's scorecard and metrics. Dr. Reiner recounted how 2012 was a significant year for California community colleges; the Student Success Act was passed to improve completion and eliminate equity gaps. He noted it had been seven years since and over a billion dollars spent, with special consideration for underserved and minoritized populations and he questioned what had been achieved. Dr. Reiner stated an article from 2019 says California community colleges show little progress in student graduation and transfers; he believes this shows that money alone is not the answer. He stated that he believes these issues have implications for taxpayers and for students who attend the colleges in the hopes of building a brighter and better future. Using three-year, first-time, full-time students as a basis, Dr. Reiner stated the District average of 18.1% is below the national average of 25%. In addition, Dr. Reiner stated he was surprised to see the low three-year graduation rates for African-American students at Skyline College.

Dr. Reiner offered data that showed on average, the District has about 1,450 new first-time full-time students each year and only about 18% (around 265) of these students graduate after three year, meaning a little over 1,100 students are left behind. He believes that at this time, not enough research has been conducted to determine the success of the 265 students from the non-graduates and no studies have been conducted on the 1,100 students to figure out why the students have not completed their courses in three years.

NEW BUSINESS

APPROVAL OF REVISION TO MISCELLANEOUS PAY RATES SALARY SCHEDULE (20-1-6A)

It was moved by Trustee Nuris and seconded by Trustee Holober to approve the revision.

Trustee Holober thanked Director of Human Services David Feune for bringing this item back before the Board and made note of the questions/concerns previously raised about the joint employer. Director Feune stated staff did look into the concern and spoke with Vice Chancellor of Auxiliary and Community Services Tom Bauer, who was present to answer any questions. Vice Chancellor Bauer stated in Community Education, corporations will contract with the District and look for certain individuals with very specific training; he continued that the District will actually go out and find those individuals and contract them with either a standard services or short-term agreement. Regardless of what category they fall into, the District supervises them.

Trustee Holober then questioned the difference in the language in the Board report brought forth today being a different than the prior report, specifically the omission of the nature of the third party. Director Feune stated he spoke with Vice

Chancellor Bauer and found out the contract of these professional experts would be solely between the District and the expert – there is no third party.

The motion carried, all members voting Aye.

APPROVAL OF PERSONNEL ITEMS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (20-1-5A)

It was moved by Trustee Holober and seconded by Trustee Goodman to approve the personnel report. The motion carried, all members voting Aye.

APPROVAL OF REVISION TO EXECUTIVE SALARY SCHEDULE (20-1-7A)

It was moved by Trustee Nuris and seconded by Trustee Holober to approve the revision.

Trustee Holober questioned if this reflects any wage increases that have been or will be implemented retroactive to July 2019. Director Feune stated the schedule does have the July 2019 rates included and the individuals affected did receive the revised pay rate.

Trustee Holober then questioned the pay rate of the eventual Chancellor and if the Board we were to hire this individual at Step One of the salary schedule, Trustee Holober indicated that he would not want that person receiving the negotiated 3% raise right off the bat in addition to their negotiated salary. Director Feune stated due to past practices, if the District was to pass a cost of living adjustment (COLA) of 3% for other positions, the Chancellor would receive that increase as well. Trustee Holober stated he is not comfortable with this.

Trustee Nuris stated since this is a new hire, he would be fine with continuing our normal practice as long as there would be specific provisions put in place; it would be an exception to the rule so that the entire schedule would not have to be reworked. Trustee Goodman stated the Board could have the person start at a lower rate with the expectation of the 3% increase. Trustee Mandelkern stated the Board could say the salary schedule would be effective July 1, 2020 and there would be no issue of the raise taking effect on July 1st. President Schwarz stated she would feel more comfortable with putting this in that person's contract and not assuming the District would have a Chancellor ready to go by July 1st. Trustee Nuris said he believes this clause does not need to be in the contract and the Board could come up with a more creative way to accommodate this one special need. President Schwarz stated this method would solve the issue raised by Trustee Holober.

Trustee Mandelkern requested clarification on the pay/step process; he assumes the individual would receive a step increase on a yearly basis, to which Director Feune said that was correct. Trustee Mandelkern then asked if a COLA was to go into effect, would that be applied on top of the already step-increased salary. Director Feune said yes and the COLA would be applied as it is with other employees in the District. Trustee Mandelkern stated he (and possibly the Board) does not necessarily anticipate that generous of a salary increase over the course of six years. Trustee Goodman, President Schwarz and Director Feune all agreed this was within the range that was discussed at a previous Board meeting; what is reflected for the first time in the draft schedule is the exact step increase amount per year. Trustee Mandelkern stated he has no problem with the range of pay, but takes issue with the individual having a baseline salary of \$375,000 (eventually) a year with possible yearly COLA increases on top of that. President Schwarz stated this has been the past practice and if the Board would make a change, it would need to modify it for all employees in the District. Trustee Holober stated in the past, there was only one step for the Chancellor position and that person would receive COLA increases on top of that amount. He said he believes the Board should allow the range to have room for negotiation. Trustee Goodman requested clarification on the understanding of both Trustee Holober and Trustee Mandelkern, asking if they were under the impression the range was for the search committee to use and not necessarily the actual salary for the Chancellor. Trustee Mandelkern stated he thought the person would get hired (and locked in) at a certain step and not receive automatic step-level pay increases each year. Director Feune stated another option is to create a separate salary schedule for the Chancellor position, but this could lead to a reporting issue with CalPERS. Trustee Nuris stated a range was defined and he has no problem with the Chancellor receiving the same raises other District employees receive; it is not out of line with the responsibility and type of work this person does.

Trustee Goodman asked what else needs to be done and if this item could wait until it gets closer to the chancellor selection date. Trustee Mandelkern agreed, stating he believes this could possibly wait until a later date. Interim Chancellor Claire asked to make a comment, stating these questions and discussion may be better suited for the Chancellor Search Committee consultant Dr. Joan Smith, as she could probably provide better answers and guidance on the issue at hand. Trustee Nuris stated he would agree with tabling the item for now; President Schwarz agreed as well, stating this item would not be voted on tonight and tabled for now. It will be brought back before the Board once the Board members who are on the search committee have had the opportunity to speak with Dr. Smith.

APPROVAL OF CHANCELLOR SEARCH SCREENING COMMITTEE NOMINATIONS (20-1-8A)

It was moved by Trustee Holober and seconded by Trustee Mandelkern to approve the nominations.

Trustee Goodman stated it was great news to see we were able to include former County Superintendent of Schools Anne Campbell and former state legislator Gene Mullin in the search committee. Trustee Holober asked if the District had publicized that the community representative positions were available. Trustee Goodman stated he spoke with Dr. Smith regarding the process. He provided those two names and they have now appeared on the committee. Trustee Holober stated that he has no problem with the selected individuals, but would have liked to have seen more diversity on the search committee and the community representative positions would have been the opportunity to do that.

The Board also discussed including one member of the Board on the committee; Trustee Holober nominated Trustee Goodman to serve on the committee and this was seconded by Trustee Mandelkern. The Board agreed.

Trustee Mandelkern also thanked CSEA President Annette Perot for listening to his concerns and moving forward with the inclusion of an AFSCME representative in the classified employee representatives.

The motion to approve the members of the chancellor search committee carried, all members voting Aye.

APPROVAL OF CONSENT AGENDA

President Schwarz stated the consent agenda consists of Board Reports 20-1-1CA, 20-1-2CA, 20-1-3CA, 20-1-4CA and 20-1-5CA. It was moved by Trustee Mandelkern and seconded by Trustee Nuris to approve the items on the consent agenda. The motion carried, all members voting Aye.

Other Recommendations

CONSIDERATION OF BOARD MEMBER COMPENSATION (20-1-104B)

It was moved by Trustee Nuris and seconded by Trustee Holober to consider an increase in Board member compensation.

Trustee Holober moved a 5% increase in Board member compensation. Trustee Mandelkern questioned what the average increase was for District employees as of July 2019; Vice Chancellor Bailey stated it was about 3.2%. Trustee Mandelkern stated he would object to the 5% increase and choose a 3.2% increase with respect to fairness for other District employees.

The motion carried, with Trustees Schwarz, Nuris, Goodman and Holober voting Aye and Trustee Mandelkern voting Nay.

ADOPTION OF RESOLUTION SUPPORTING SAN MATEO COUNTY COMPLETE COUNT CENSUS EFFORTS (20-1-105B)

It was moved by Trustee Mandelkern and seconded by Trustee Holober to adopt the resolution.

President Schwarz expressed her appreciation for the census presentation earlier.

The motion carried, all members voting Aye.

NOMINATIONS FOR MEMBERSHIP ON THE CALIFORNIA COMMUNITY COLLEGE TRUSTEES (CCCT) BOARD, 2020 (20-1-106B)

It was moved by Trustee Goodman and seconded by Trustee Holober to discuss potential nominations.

There were no nominations for any Board members to serve on the CCCT Board and no need to vote on this item.

INFORMATION REPORTS

2020 CONTRACTOR PREQUALIFICATION UPDATE (20-1-5C)

Vice Chancellor of Facilities Planning, Maintenance and Operations Jose Nuñez stated he and Interim Director of General Services Yanelly Pulido prepared the report and were readily available if the Board had any questions.

Trustee Goodman thanked them for their report stated that as a diverse community the District should expect to have as many diverse contracting companies as possible (women, people of color, etc.) and would hope to see greater diversity in the future. Interim Director Pulido stated many outreach efforts have been conducted to achieve this goal, but internal policies may need to be revised for this to be realized. Trustee Holober asked if we make special outreach efforts to attain the services of minority- and/or women-owned businesses. Interim Director Pulido stated at this moment the District complies with normal procedures by advertising and publicizing the opportunity and will consider this request when dealing with future contracting opportunities.

Trustee Mandelkern noted that the number of applicants for contracted jobs went down by about 13% and asked if there was a reason as to why; Vice Chancellor Nuñez stated he would find that information and follow up. Trustee Holober stated this is a very important process and shares Trustee Goodman's concerns regarding diversity and extending the opportunity to women- and minority-owned businesses. Vice Chancellor Nuñez explained the process of attaining services from these contracting agencies and stated the District will make special efforts to reach out to these communities in the future. Vice Chancellor Nuñez agreed to modify the outreach process, noting that if modifications to the actual policy are needed those would be brought back.

Trustee Nuris questioned if we were doing anything to discourage these types of contracting agencies from doing business with us; Vice Chancellor Nuñez stated he could not think of any deterrents the District has that would affect the decisions of these agencies. President Schwarz stated she is well aware of this issue, noting her personal work history as a woman-owned business; it is the contractors and sub-contractors who sometimes have an issue or make the decision on the contracting agency. Trustee Mandelkern requested to receive better data on the metrics of the "declining to state" agencies. Vice Chancellor Nuñez pointed out Interim Director Pulido and her team contact these agencies to find out this information and other organizations throughout the Bay Area use the District's model for securing contractors. Trustee Goodman stated that he wants to be clear that this is about setting the tone for the future and following our own guidelines. He stated he believes the District's choices should reflect our communal diversity with future hires and actions. Trustee Mandelkern stated since we know there are other school districts using our practice model, could we possibly reach out to them to see who their respondents are and then compare data. Vice Chancellor Nuñez stated he has personal knowledge of the very small pool of contractors, but has no problem sharing the received data.

BOND OVERSIGHT COMMITTEE ANNUAL REPORT TO THE COMMUNITY (20-1-6C)

The Board received the report. Trustee Mandelkern expressed his gratitude to the Bond Oversight Committee for the work they continue to do.

DISCUSSION OF POTENTIAL TOPICS FOR BOARD RETREAT AGENDA (20-1-7C)

Interim Chancellor Claire thanked the Board for their feedback from the January 8th Board meeting and provided a handout of summarized topics for Board discussion. President Schwarz stated some of the topics could most definitely be moved to a study session or just even an update would work; Trustee Goodman stated the "CSU 2+2 Update" could happen at the next Board meeting. Trustee Mandelkern stated the "ensuring student success through support in non-academic areas: food, transportation and housing" topic could be combined with the "food/housing insecurity/mental health update." President Schwarz and Trustee Mandelkern both agreed that the dual enrollment topic could be a study session. The Board agreed to keep the "quantify the gap between the District's long-term funding outlook and long-term financial needs" topic, the "what is the vision of the Board?" topic and the Title IX update on the retreat agenda. Trustee Goodman requested to keep the "environmental strategic action plan/updated Facilities master plan" topic on the agenda. Trustee Holober made note of the "systematic review of processes, policies, accountability, participatory governance, etc." topic, stating this was one of his concerns and it could be included under the "vision of the Board" umbrella topic. Trustee Goodman clarified, stating the Title IX update, the "environmental strategic action plan" and the systematic review could all be placed under the "vision of the Board" topic.

Trustee Mandelkern stated he does not want the same type of discussion held during Board meetings to occur during the retreat; he wants to see a realistic action plan moving forward. Interim Chancellor Claire stated this will be a time to talk about the vision of the Board; what is our current strategic plan and how do we align it with the Board's vision. Trustee Holober clarified his request for a systematic review, stating he would like to see details broken out to determine if we should be doing things differently. Trustee Mandelkern also requested to leave the last 30 minutes of the retreat agenda to prioritize which items could be addressed between now and when a new Chancellor is named or discussed after a permanent Chancellor has been decided on; President Schwarz agreed with this request.

Trustee Goodman addressed the environmental plan topic, stating it would be nice if Energy and Sustainability Manager Joe Fullerton and Vice Chancellor Nuñez could come in and engage the Board in a short conversation about what is happening, what it means to be "carbon neutral" by 2030 in regards to future projects, etc. It is the Board's responsibility to give them direction and we don't want to look back on a project with regret if we could steer them on the correct path now. Trustee Nuris believes the employees actually in the respective fields know what the goals of the Board are and with their input, he would like to know what our next level actions could be – essentially what is feasible at this point. Trustee Mandelkern stated he would like to know about the financial funding aspect of all the retreat agenda items.

Interim Chancellor Claire stated this should be a discussion *with* the Board, not after the fact. He continued to state that this should be the opportunity to really discuss what our next actions should be and the steps we all agree upon to make those actions a reality. Trustee Goodman stated the Board should prioritize what they want to focus on and the topics that don't make the retreat agenda should be turned into study sessions or information reports. President Schwarz is hopeful that the retreat will contain conversations instead of presentations. Trustee Mandelkern stated the Board would also appreciate in advance any materials/documents that need to be read.

COMMUNICATIONS

No communications were received at this time.

STATEMENTS FROM BOARD MEMBERS

Trustee Mandelkern congratulated Skyline College on the Success Summit. In addition to the centennial anniversary of the College of San Mateo, Trustee Mandelkern stated it is also the centennial anniversary of the District. He also recognized the birthday of Dr. Martin Luther King, Jr. and recited a quotation.

Trustee Nuris noted that he also had a great time at the Success Summit and enjoyed the various topics and speakers.

President Schwarz mentioned she received a poster about the truths on vaping from Cañada College and she would like to see this integrated throughout the whole District, not just one college.

ADJOURNMENT OF BOARD OF TRUSTEES MEETING

The Board adjourned by consensus at 8:41 p.m.

RETURN TO CLOSED SESSION

The Board returned to closed session at 8:50 p.m. to continue consideration of the closed session items listed on the printed agenda.

RECONVENE TO OPEN SESSION

The Board reconvened to open session at 9:56 p.m.

ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION

President Schwarz said the Board took no reportable action during closed session.

Submitted by

Michael Claire, Secretary

Approved and entered into the proceedings of the May 13, 2020 meeting.

Thomas A. Nuris
Vice President-Clerk