

**Minutes of the Regular Meeting of the Board of Trustees  
San Mateo County Community College District  
July 24, 2024 – San Mateo, CA**

**In-Person Location  
3401 CSM Drive, San Mateo, CA 94402**

**This meeting was conducted in person, as well as remotely via Zoom. A video recording of the meeting can be accessed at: <https://smccd.edu/boardoftrustees/meetings.php>.**

**The meeting was called to order at 5:07 p.m.**

**Board Members**

**Present:** President John Pimentel, Vice President Michael Guingona, Trustee Lisa Petrides, Trustee Richard Holober and Trustee Wayne Lee

**ANNOUNCEMENT OF CLOSED SESSION ITEMS FOR DISCUSSION**

President Pimentel stated that during Closed Session, the Board will take up items as listed on the printed agenda including: (1) Conference with Labor Negotiator - Agency Designated Representative: Randy Erickson and Julie Johnson Employee Organization: AFT; (2) Conference with Labor Negotiator - Agency Designated Representative: Randy Erickson and Julie Johnson Employee Organization: CSEA; (3) Pursuant to Gov. Code, §54957: Public Employment (Performance Auditor/Policy Analyst); (4) Pursuant to Gov. Code §54956.9 (d)(2), (d)(4), and (h): Conference with Legal Counsel - Anticipated Litigation: Significant Exposure to Litigation - Number of Potential Cases: 1; and (5) Pursuant to Gov. Code §54956.8: Conference with Real Property Negotiators; Property: Commercial Property, San Mateo County; Agency Negotiators: Richard Storti Negotiating Party: SMCCCD; Consideration of Offer and Price

**PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY**

None.

**RECESS TO CLOSED SESSION**

The Board recessed to Closed Session at 5:09 p.m.

**RECONVENE TO OPEN SESSION**

The Board reconvened to Open Session at 6:08 p.m.

**Board Members**

**Present:** President John Pimentel, Vice President Michael Guingona, Trustee Lisa Petrides, Trustee Richard Holober, Trustee Wayne Lee, and Student Trustee Johnson

**Others Present:** Acting Chancellor Richard Storti, Acting Skyline College President Newin Orante, College of San Mateo President Dr. Manuel Alejandro Perez, and Cañada College President Kim Lopez

## **ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION**

No action taken.

## **DISCUSSION OF THE ORDER OF THE AGENDA**

No changes to the agenda.

## **STATEMENTS FROM EXECUTIVES, ACADEMIC SENATE, AND STUDENT REPRESENTATIVES**

- ***Chancellor and Chancellor's Cabinet:*** Vice Chancellor Aaron McVean made a statement on behalf of Chancellor Moreno (on vacation) and Chancellor's Cabinet.
- ***District Academic Senate:*** No statements.
- ***Student Trustee and/or Associated Student Body:*** No statements.

## **STATEMENTS FROM OTHER REPRESENTATIVE GROUPS**

- ***AFT, Local 1493:*** Marianne Kaletzsky made a statement. Thanked the Board of Trustees for approving benefits for part-time faculty.
- ***CSEA, Chapter 33:*** Annette Perot made a statement.
- ***AFSCME, AFL-CIO, Local 829, Council 57:*** No statements.

## **PUBLIC COMMENTS ON NON-AGENDA ITEMS**

The following individual had a comment on a non-agenda item:

- Emery Rodriguez
- Dee
- Jomari
- Alby
- Richard Hedges
- Junpei Yamaguchi

## **APPROVAL OF MINUTES**

**Approval of Approval of Minutes from May 22, 2024 Regular Meeting of the Board of Trustees (9.1)**  
*(Time Stamp: 1:30:50)*

***Motion to Approve by:*** Trustee Holober

***Second by:*** Trustee Lee

***Action:*** Approved unanimously, with all Trustees voting aye.

*Summary of Discussion:* None.

*Public Comment:* None.

**Approval of Approval of Minutes from June 26, 2024 Regular Meeting of the Board of Trustees (9.2)**  
*(Time Stamp: 1:31:06)*

*Motion to Approve by:* Trustee Holober

*Second by:* Trustee Petrides

*Action:* Approved unanimously, with all Trustees voting aye.

*Summary of Discussion:* None.

*Public Comment:* None.

**NEW BUSINESS**

*(Time Stamp: 1:31:23)*

**Acceptance and Approval of Revised 2024 Board of Trustees Meeting Dates (10.1)**

*Motion to Approve by:* Vice President Guingona

*Second by:* Trustee Lee

*Action:* Approved unanimously, with all Trustees voting aye.

*Summary of Discussion:* The Board is looking forward to taking the board meetings out into the communities they serve and represent, so community members can attend.

*Public Comment:* None.

**Setting of Board of Trustees Meeting Dates for 2025 (10.2)**

*Motion to Approve by:* Trustee Holober

*Second by:* Vice President Guingona

*Action:* Approved unanimously, with all Trustees voting aye.

*Summary of Discussion:* None.

*Public Comment:* None.

**Approval of Salary Adjustments for FY 24-25 for Employees in the San Mateo Community College Federation of Teachers, Local 1493, AFT, AFL-CIO Bargaining Unit (10.3)**

*Motion to Approve by:* Vice President Guingona

*Second by:* Trustee Lee

*Action:* Approved unanimously, with all Trustees voting aye.

*Summary of Discussion:* None.

*Public Comment:* None.

### **Approval of Personnel Items (10.4)**

***Motion to Approve by:*** Vice President Guingona

***Second by:*** Trustee Lee

***Action:*** Approved unanimously, with all Trustees voting aye.

***Summary of Discussion:*** President Pimentel asked if the district is net up or net down with employees, after transfers, placements, etc. Acting Chancellor Storti advised the district is slightly net down.

***Public Comment:*** None.

### **APPROVAL OF CONSENT AGENDA**

***(Time Stamp: 1:34:06)***

#### **Acceptance of Gifts and Donations by the District: 2016 Nissan Leaf for the Skyline College Automotive Program (11.1)**

#### **Acceptance of \$200,000 in Grant Funds from The California Community College Chancellor's Office Institutional Effectiveness Partnership Initiative (IEPI) to Support Professional Development at Cañada College (11.2)**

#### **Approval of Contract Award for Districtwide Water Treatment Program and Chemicals for Cooling and Heating Systems (11.3)**

- ***Motion to Approve by:*** Trustee Lee
  - Second by:*** Vice President Guingona
  - Action:*** Approved unanimously, with all Trustees voting aye.
  - Summary of Discussion:*** None.
  - Public Comment:*** None.

### **OTHER RECOMMENDATIONS**

***(Time Stamp: 1:35:26)***

#### **Approval of Interim Board Policy and Administrative Procedure 3510 - Workplace Violence (12.1)**

***Motion to Approve by:*** Vice President Guingona

***Second by:*** Trustee Lee

***Action:*** Approved unanimously, with all Trustees voting aye.

***Summary of Discussion:*** Chief Human Resources Officer Julie Johnson provided a brief overview about this item. This policy and procedure need to be posted to be in compliance, until the official documents go to DPGC for review.

The Board suggested to make an edit to the Administrative Procedure.

***Public Comment:*** None.

**Approval of Contract Award for Construction Services for Skyline College Distributed Antenna System Implementation Phase 2 - Low Voltage Cabling Installation (12.2)**

***Motion to Approve by:*** Vice President Guingona

***Second by:*** Trustee Petrides

***Action:*** Approved unanimously, with all Trustees voting aye.

***Summary of Discussion:*** Dr. Richard Storti briefly provided overview on this item, and is recommending that the district go with the contract presented by the lowest responsive bidder, Helix.

***Public Comment:*** None.

**DISCUSSION ITEMS**

**[\(Time Stamp: 1:43:11\)](#)**

**Report on the Development of Workplace Violence Prevention Plan (13.1)**

***Summary of Discussion:*** Chief Human Resources Officer and Human Resources/Facilities Student Assistant Angel Glover presented briefly on the prevention plan, as it is required by the State for each employer according to SB 553: Occupational Safety: Workplace Violence.

The Board asked if there is a “hotline” or number for individuals to call to make a report, as well as a means of tracking or keeping record of reports.

The Board would like administration to follow-up with having a secure system in place to make certain the plan is effective as a whole.

***Public Comment:*** The following individuals commented on this item:

- Rika Fabian

**Update on Districtwide Student Housing at College of San Mateo (13.2)**

***Summary of Discussion:*** Acting Chancellor Storti briefly provided an update on project completion timeline, possible escalation in project cost and funding sources to cover the escalation.

The original project cost was \$65.8M, but due to the location change on CSM property, as well as supply and demand – cost escalated to \$84M for an 84,000 square foot housing facility for 310 students. The project would start summer of 2025 and finish summer of 2027, with students to move-in fall of 2027. Dr. Storti mentioned that the State passed SB 155 on June 22, 2024, which allows districts to revise project plans to reduce size up to 10%. He suggested that the plan be reduced in size/beds in order to save about \$2.6M; with that reduction \$15M is needed from the district in order to complete the project.

The Board understands that if the project is postponed, the district will lose the State funding. They advised to proceed with the getting additional funding sources to move forward with project completion.

***Public Comment:*** None.

**Update on Student Food Insecurity Support Program (13.3)**

***Summary of Discussion:*** Interim Executive Director of Community and Government Relations David McLain, along with Adolfo Leiva, Priscilla Menjivar, and Chad Thompson presented an update on the program that is managed by Spark Point staff.

The Board would like staff and administration to find additional funding sources to continue with the program, and possibly increase support to students.

*Public Comment:* None.

#### **First Read of Board Policy and Administrative Procedure 6410 - Performance Audits (13.4)**

*Summary of Discussion:* Chief Human Resources Officer Julie Johnson presented briefly on this item. The goal is to implement a BP and AP that aligns with industry or league standards and practices with having an internal audit function.

Trustee Holober suggested a few edits need to be made to the AP specifically, and needs to be reviewed more.

The Board will review the second read at the next meeting.

*Public Comment:* None.

#### **COMMUNICATIONS**

No communications.

#### **STATEMENTS FROM BOARD MEMBERS**

- Trustee Lee thanked Carina Warne for scheduling the trips to visit correctional facilities. He also mentioned there is an AAPI Board Meeting this Saturday, here at the District Office Board Room.
- President Pimentel briefly shared a letter he received from a community member that commended the Board and district. He also stated the next meeting of the Board will be a Regular Board Meeting held on August 28, 2024, at the District Office Board Room.

#### **RECESS TO CLOSED SESSION**

Did not return to Closed Session.

#### **RECONVENE TO OPEN SESSION**

#### **ANNOUNCEMENT OF REPORTABLE ACTION TAKEN IN CLOSED SESSION**

#### **ADJOURNMENT**

Meeting adjourned at 7:54 p.m.

Submitted by

Melissa Moreno, J.D., Secretary and Chancellor