



**Wednesday, August 24, 2022
REGULAR MEETING OF THE BOARD OF TRUSTEES**

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT

**Closed Session 5:00 p.m.; Open Session 6:00 p.m.
In person at 3401 CSM Drive, San Mateo, CA 94402**

**Members of the Public may also participate via Zoom.
Zoom Meeting ID - <https://smccd.zoom.us/j/88029127534>
Dial-In: 1-669-900-9128 - Webinar ID: 880 2912 7534**

NOTICE ABOUT PUBLIC PARTICIPATION AT BOARD MEETINGS

OBSERVING THE MEETING

Members of the public who wish to observe the meeting in-person or remotely by accessing the link or calling the following telephone number above at the beginning of the meeting.

For individuals who attend the meeting in person, face coverings will be required while in-doors at the District Office for all individuals, regardless of COVID-19 vaccination status.

PROVIDING PUBLIC COMMENT DURING THE MEETING ON NON-AGENDA ITEMS

To make a comment regarding a non-agenda item, members of the public:

- (1) If in person, may seek recognition at the speaker's lectern when called upon by the Board President, or
- (2) If remote, once in the Zoom meeting (via above link), can utilize the "raise hand" function on the bottom right corner of the screen. This will allow for the Board President to recognize members for comment and will allow staff to activate audio access to individual participants. Members of the public who "raise their hand" will be called upon in the order they appear.
- (3) Members of the public making comment are reminded of the 3-minute time limit for comment.

PROVIDING PUBLIC COMMENT DURING THE MEETING ON AGENDA ITEMS

To make a comment regarding an item on the agenda, members of the public:

- (1) If in person, may seek recognition at the speaker's lectern when called upon by the Board President, or
- (2) If remote, once in the Zoom meeting (via above link), can utilize the "raise hand" function on the bottom right corner of the screen. This will allow for the Board President to recognize members for comment and will allow staff to activate audio access to individual participants. Members of the public who "raise their hand" will be called upon in the order they appear.
- (3) Members of the public making comment are reminded of the 3-minute time limit for comment.

ACCOMMODATIONS

Persons with disabilities who require an accommodation or service should contact the Chancellor's Office at (650) 358-6877 at least 24 hours prior to the Board meeting.

1. CLOSED SESSION - 5:00 p.m.

Subject	1.1 Call to Order / Roll Call
Meeting	Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category	1. CLOSED SESSION - 5:00 p.m.

Access Public
Type Procedural

2. CLOSED SESSION ITEMS FOR DISCUSSION

Subject **2.1 Conference with Labor Negotiator - Agency Designated Representative: Michael Claire and Richard Storti Employee Organization: Non-Represented Employees**

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type Discussion

Subject **2.2 Pursuant to Gov. Code, §54957: Public Employee Discipline / Dismissal / Release**

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type Discussion

Subject **2.3 Conference with Legal Counsel - Potential Litigation: Initiation of Litigation Pursuant to Gov. Code, § 4956.9, Subd. (d)(4): One case**

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type Discussion

Subject **2.4 Conference with Legal Counsel - Potential Litigation: Significant Exposure to Litigation Pursuant to Gov. Code, § 54956.9, Subd. (D)(2): One Case**

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 2. CLOSED SESSION ITEMS FOR DISCUSSION

Access Public

Type Discussion

3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

Subject **3.1 Comments by Community Members**

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 3. PUBLIC COMMENTS ON CLOSED SESSION ITEMS ONLY

Access Public
Type Information

4. CLOSED SESSION

Subject 4.1 Recess to Closed Session
Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category 4. CLOSED SESSION
Access Public
Type Procedural

5. OPEN SESSION - 6:00 p.m.

Subject 5.1 Call to Order / Roll Call / Pledge of Allegiance
Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category 5. OPEN SESSION - 6:00 p.m.
Access Public
Type Procedural

Subject 5.2 Announcement of Any Reportable Action Taken in Closed Session
Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category 5. OPEN SESSION - 6:00 p.m.
Access Public
Type Information, Procedural

Subject 5.3 Discussion of the Order of the Agenda
Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category 5. OPEN SESSION - 6:00 p.m.
Access Public
Type Discussion

6. STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

7. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

Subject 7.1 AFT, Local 1493
Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category 7. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

Access Public
Type Information

Subject 7.2 CSEA, Chapter 33

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 7. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

Access Public

Type Information

Subject 7.3 AFSCME, AFL-CIO, Local 829, Council 57

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 7. STATEMENTS FROM OTHER REPRESENTATIVE GROUPS

Access Public

Type Information

8. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Subject 8.1 Comments by Community Members

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 8. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Access Public

Type Information

9. MINUTES

Subject 9.1 Approval of Minutes from the July 27, 2022 Regular Board Meeting

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 9. MINUTES

Access Public

Type

TO:

FROM:

PREPARED BY:

10. NEW BUSINESS

Subject 10.1 Approval of Personnel Items

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category 10. NEW BUSINESS
Access Public
Type Action
Recommended Action It is recommended that the Board of Trustees approve the attached Personnel Report.
TO: Members of the Board of Trustees
FROM: Michael Claire, Chancellor
PREPARED BY: Julie Johnson, Chief Human Resources Officer
David Feune, Director, Human Resources

APPROVAL OF PERSONNEL ITEMS

Staff presents in the attached report for the Board's consideration recommendations for approval of new employment; changes in assignment, compensation, and placement; leaves of absence; changes in staff allocation and classification of academic and classified personnel; retirements, phase-in retirements, and resignations; equivalence of minimum qualifications for academic positions; and short-term temporary classified positions.

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached Personnel Report.

File Attachments
[APPROVAL OF PERSONNEL ITEMS_8-24-22.pdf \(350 KB\)](#)

Subject 10.2 Ratification of Successor Collective Bargaining Agreement Between San Mateo County Community College District and Local 829, Council 57, American Federation of State, County and Municipal Employees, AFL-CIO

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category 10. NEW BUSINESS
Access Public
Type Action
Recommended Action It is recommended that the Board of Trustees accept and approve the attached agreement between the District and the American Federation of State, County and Municipal Employees (AFSCME), AFL-CIO, Local 829, Council 57, and adopt the new salary schedules included in the agreement.
TO: Members of the Board of Trustees
FROM: Michael Claire, Chancellor
PREPARED BY: Mitchell Bailey, Chief of Staff

RATIFICATION OF SUCCESSOR COLLECTIVE BARGAINING AGREEMENT BETWEEN SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT AND LOCAL 829, COUNCIL 57, AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES, AFL-CIO

Negotiations on a successor collective bargaining agreement were recently concluded with AFSCME, and a Tentative Agreement was ratified by the AFSCME membership on August 15, 2022. The Tentative Agreement (attached) is now

submitted to the Board of Trustees for approval.

RECOMMENDATION

It is recommended that the Board of Trustees accept and approve the attached agreement between the District and the American Federation of State, County and Municipal Employees (AFSCME), AFL-CIO, Local 829, Council 57, and adopt the new salary schedules included in the agreement.

File Attachments
AFSCME 2022-2025 CBA - Tentative Agreement - FINAL.pdf (2,165 KB)

11. CONSENT AGENDA

Subject	11.1 Adoption of Resolution No. 22-22 to Make Findings Allowing Continued Remote Meetings Under Brown Act
Meeting	Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category	11. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Recommended Action	It is recommended that the Board of Trustees adopt Resolution No. 22-22 finding that, as a result of the continuing COVID-19 pandemic state of emergency declared by Governor Newsom, meeting in person would present imminent risks to the health or safety of attendees.
TO:	Members of the Board of Trustees
FROM:	Michael Claire, Chancellor
PREPARED BY:	Mitchell Bailey, Chief of Staff

ADOPTION OF RESOLUTION NO. 22-22 TO MAKE FINDINGS ALLOWING CONTINUED REMOTE MEETINGS UNDER BROWN ACT

On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which rescinded his prior Executive Order N-29-20 and set a date of October 1, 2021 for public agencies to transition back to public meetings held in full compliance with the Brown Act. The original Executive Order provided that all provisions of the Brown Act that required the physical presence of members or other personnel as a condition of participation or as a quorum for a public meeting were waived for public health reasons. If these waivers fully sunsetted on October 1, 2021, legislative bodies subject to the Brown Act would have to contend with a sudden return to full compliance with in-person meeting requirements as they existed prior to March 2020, including the requirement for full physical public access to all teleconference locations from which board members were participating.

On September 16, 2021, the Governor signed AB 361, a bill that formalizes and modifies the teleconference procedures implemented by California public agencies in response to the Governor's Executive Orders addressing Brown Act compliance during shelter-in-place periods. AB 361 allows a local agency to continue to use teleconferencing under the same basic rules as provided in the Executive Orders when certain circumstances occur or when certain findings have been made and adopted by the local agency.

AB 361 also requires that, if the state of emergency remains active for more than 30 days, the agency must make findings by majority vote every 30 days to continue using the bill's exemption to the Brown Act teleconferencing rules. The findings are to the effect that the need for teleconferencing persists due to the nature of the ongoing public health emergency and the social distancing recommendations of local public health officials. Effectively, this means that local agencies must agendize a Brown Act meeting once every thirty days to make findings regarding the circumstances of the emergency and to vote to continue relying upon the law's provision for teleconference procedures in lieu of in-person meetings.

AB 361 provides that Brown Act legislative bodies must return to in-person meetings on October 1, 2021, unless they choose to continue with fully teleconferenced meetings because a specific declaration of a state or local health emergency is appropriately made. AB 361 allows local governments to continue to conduct virtual meetings as long as there is a gubernatorially-proclaimed public emergency in combination with (1) local health official recommendations for social distancing or (2) adopted findings that meeting in person would present risks to health. AB 361 is effective immediately as urgency legislation and will sunset on January 1, 2024.

Because local rates of transmission of COVID-19 are still in the "substantial" tier as measured by the Centers for Disease Control, it is recommended that the Board avail itself of the provisions of AB 361 allowing continuation of online meetings by adopting findings to the effect that conducting in-person meetings would present an imminent risk to the health and safety of attendees. A resolution to that effect, and directing staff to return each 30 days with the opportunity to renew such findings, is attached hereto.

RECOMMENDATION

It is recommended that the Board of Trustees adopt Resolution No. 22-22 finding that, as a result of the continuing COVID-19 pandemic state of emergency declared by Governor Newsom, meeting in person would present imminent risks to the health or safety of attendees.

File Attachments
[RESOLUTION NO. 22-22 - Brown Act Remote Meetings.pdf \(298 KB\)](#)

Approval of Consent Agenda All items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.

Subject	11.2 Ratification of the Disposal of Surplus Personal Property
Meeting	Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category	11. CONSENT AGENDA
Access	Public
Type	Action
Preferred Date	Aug 24, 2022
Absolute Date	Aug 24, 2022
Fiscal Impact	No
Recommended Action	It is recommended that the Board of Trustees ratify the disposal by sale of the above listed surplus personal property.

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Yanely Pulido, Director, General Services
Bob Domenici, Purchasing Supervisor

RATIFICATION OF THE DISPOSAL OF SURPLUS PERSONAL PROPERTY

In accordance with Education Code Sections 81450 and 81452, personal property that becomes surplus to the needs of the District will be declared as such by the Board with the method of disposal dictated by the value of this personal property. In accordance with Board Policy 8.31, the Board delegates to the Chancellor or designee the responsibility to identify any District property which is to be disposed of for the purpose of replacement or because it is unsatisfactory, unsuitable, or no longer required for District/College use. Such property shall be considered surplus property and will be disposed of in compliance with state or local laws and regulations.

The equipment and vehicles sold during fiscal year 2021-2022 consisted mainly of:

- Vehicles from Skyline Bookstore and Skyline Facilities
- Outdated and Non-Operational Lab Equipment from CSM and Cañada College
- Non-Operational Plotter Printer from District Office
- Furniture from Skyline College Music and Cañada College
- Athletic Equipment from Skyline College Athletics
- Facilities Equipment from Skyline College Facilities

Commodity	Surplus Sale Proceeds
Bookstore Vehicle	\$7,000.00
Facilities Landscape Vehicles	\$886.00
Lab Equipment	\$682.00
Printer	\$173.00
Furniture	\$415.00
Athletic Equipment	\$100.00
Facilities Equipment	\$2,942.00
Total	\$12,198.00

A detailed list of the surplus property is attached.

RECOMMENDATION

It is recommended that the Board of Trustees ratify the disposal by sale of the above listed surplus personal property.

File Attachments
[Surplus Details FY22_bd .pdf \(380 KB\)](#)

Subject **11.3 Disposition of District Records**

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 11. CONSENT AGENDA

Access Public

Type Action (Consent)

Preferred Date Aug 24, 2022

Absolute Date Aug 24, 2022

Fiscal Impact No

Recommended Action It is recommended that the Board approve destruction of the obsolete records as shown on the attached list.

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Yanely Pulido, Director, General Services
 Bob Domenici, Purchasing Supervisor

DISPOSITION OF DISTRICT RECORDS

District Rules and Regulations, Section 8.27 (Records Management), provides for disposition of District records, including classification, retention and destruction in accordance with the California Education Code. After its review of District records, District staff requests the Board's approval for the destruction of the records in Exhibit A. All of the listed records have outlived their usefulness and were kept for the period mandated by the Education Code.

For the Board's information, the record types are summarized as follows:

- Class 1: Permanent Records
- Class 2: Optional Records – Optional records not required to be maintained permanently, but deemed worthy of further preservation. These records shall be retained as Class 2 records until reclassified as Class 3
- Class 3: Disposable Records

RECOMMENDATION

It is recommended that the Board approve destruction of the obsolete records as shown on the attached list.

File Attachments
[List of Obsolete District Records - August 2022.pdf \(410 KB\)](#)

Approval of Consent Agenda All items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.

Subject	11.4 Approval of Agreement with Sequoia Union High School District Regarding Middle College at Cañada College
Meeting	Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category	11. CONSENT AGENDA
Access	Public
Type	Action (Consent)
Preferred Date	Aug 24, 2022
Absolute Date	Aug 24, 2022
Fiscal Impact	Yes
Dollar Amount	\$250,000.00
Budgeted	Yes
Budget Source	College One-Time funds
Recommended Action	It is recommended that the Board of Trustees approve the Agreement between Sequoia Union High School District and San Mateo County Community College District regarding the Middle College at Cañada College effective July 1, 2022, through June 30, 2023.
TO:	Members of the Board of Trustees
FROM:	Michael Claire, Chancellor
PREPARED BY:	Kim Lopez, President, Cañada College Dr. Chialin Hsieh, Interim Vice President of Instruction

APPROVAL OF AGREEMENT WITH SEQUOIA UNION HIGH SCHOOL DISTRICT REGARDING MIDDLE COLLEGE AT CAÑADA COLLEGE

The Sequoia Union High School District (High School District) entered into an agreement with the San Mateo County Community College District (College District) to establish a Middle College at Cañada College. In collaboration with the Superintendent of the High School District, the agreement permits students from the High School District to attend the Middle College at Cañada College. Middle College is an approach in which students take college classes while in high school and graduate with substantial college credits, usually one year or more, some graduating with an associate's degree at the same time as graduating from high school.

The High School District will provide one (1) full-time Middle College/College & Career Executive Director and one (1) full-time Student Success Liaison. The responsibilities of these positions are to provide leadership and support in the implementation of the Memorandum of Understanding (MOU) between Cañada College, San Francisco State University, California State University, East Bay, and the Sequoia Union High School District. This MOU includes the expansion of the high school students participating in the Middle College program. The College District will reimburse the High School District for 50% of the personnel cost. The estimated fiscal impact is \$250,000.

CA Ed Code [11300](#) supports the Middle College approach:

(a) The Legislature finds and declares that middle college high schools have proven to be a highly effective collaborative effort between local school districts and community colleges. The goal of the middle college high school is to select at-risk high school pupils who are performing below their academic potential and place them in an alternative high school located on a community college campus in order to reduce the likelihood that they will drop out of school before graduation.

(b) Each middle college high school shall be structured as a broad-based, comprehensive instructional program focusing on college preparatory and school-to-work curricula, career education, work experience, community service, and support and motivational activities.

(c) The specific design of a middle college high school may vary depending on the circumstances of the community college or school district. The basic elements of the middle college high school shall include, but not be limited to, the following:

- (1) A curriculum that focuses on college and career preparation.
- (2) A reduced adult-student ratio.
- (3) Flexible scheduling to allow for work internships, community service experience, and interaction with community college student role models.
- (4) Opportunities for experiential internships, work apprenticeships, and community service.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Agreement between Sequoia Union High School District and San Mateo County Community College District regarding the Middle College at Cañada College effective July 1, 2022, through June 30, 2023.

File Attachments

FY 22-23 Services Agreement _ SUHSD - Middle College _WORD - 2022 0819_Final.pdf (206 KB)

Approval of Consent Agenda All items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.

12. OTHER RECOMMENDATIONS

Subject

12.1 Approval of Contract Award for Districtwide Shuttle Transportation Services to WeDriveU (5 Minutes)

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 12. OTHER RECOMMENDATIONS

Access Public

Type Action

Preferred Date Aug 24, 2022

Absolute Date Aug 24, 2022

Fiscal Impact Yes

Budgeted Yes

Budget Source College Funds

Recommended Action It is recommended that the Board of Trustees award RFP 86875 for Districtwide Shuttle Transportation Services to WeDriveU. It is also recommended that the Board of Trustees authorize the Chancellor, or his designee, to negotiate an agreement with WeDriveU for an initial term of two (2) years with three optional one-year renewals, with a final agreement to be presented to the Board for its consideration and approval.

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Yanelly Pulido, Director, General Services

APPROVAL OF CONTRACT AWARD FOR DISTRICTWIDE SHUTTLE TRANSPORTATION SERVICES TO WEDRIVEU

The purpose of this Request for Proposal (RFP) was to solicit proposals from qualified well-established, qualified, responsible and responsive transportation providers to provide safe, convenient, and reliable shuttle transportation services. The shuttle transportation services will be scheduled between various community pick-up points and the District's three colleges: Cañada College, College of San Mateo and Skyline College. The colleges intend for the shuttle program to create convenient connections for students and the community at no charge. The shuttle(s) will be open to students, faculty, staff and community members who utilize the services available on all three campuses during fall, spring and summer classes. In addition, the shuttles will be available to those who come to campus to attend athletic, performing arts or other college events.

On April 26, 2022, the District issued RFP 86875 for a multi-year shuttle transportation services contract. An announcement for this business opportunity was released through the District's online bid portal and a formal Advertisement to Bid was published in a local newspaper for two consecutive weeks on April 26, and May 3, 2022. On June 1, 2022 the District received four (4) proposals from the following firms which were reviewed and evaluated using the following criteria: Firm qualifications and experience; vehicle types, safety, licensing and drivers; optional add-ons; claims, litigation, debarment and default history; and price based upon assumed routes, daily hours and schedules provided as part of the RFP:

The RFP Evaluation Committee was comprised of representatives from each college's Administrative Services office, and CSM's Student Life & Leadership Office. The committee evaluated the four proposals and invited the three highest ranked firms; Code 3 Entertainment Services, SP Plus Corporation and WeDriveU, to present to the committee. The three firms were formally interviewed on June 13, 2022 and were provided the opportunity to respond to additional requests for information to clarify and further explain their proposal.

At the conclusion of the evaluation and interview process, the committee determined that WeDriveU demonstrated to be the most qualified firm with the best understanding of the District's goals and objectives, thus providing the best value to the District. The selection of WeDriveU was made for the following specific reasons; WeDriveU presented a comprehensive, well-organized and financially sound proposal for the District. The firm, an industry leader that specializes in shuttle service for hospitals, corporations, and universities, provided transportation to more than 7 million annual passengers in 2019. In addition, WeDriveU is headquartered locally, has been in operation since 1988, and has extensive experience operating institutional shuttle service in San Mateo County and the Bay Area. The firm offers technological capabilities to develop sophisticated client dashboards to track real-time shuttle operating performance, which will allow the colleges to make data-driven decisions to enhance the service's safety, efficiency and reliability.

WeDriveU's state-of-the-art technology will also facilitate better communication with District passengers, advising of service availability, modifications, or potential delays in real time. Lastly, WeDriveU understands the important role that sustainability has in the colleges' shuttle program and this vendor is committed to transitioning its fleet of vehicles to electric and alternative fuel sources as new vehicles replace existing equipment.

RECOMMENDATION

It is recommended that the Board of Trustees award RFP 86875 for Districtwide Shuttle Transportation Services to WeDriveU. It is also recommended that the Board of Trustees authorize the Chancellor, or his designee, to negotiate an agreement with WeDriveU for an initial term of two (2) years with three optional one-year renewals, with a final agreement to be presented to the Board for its consideration and approval.

Subject	12.2 Appointment of Members to Chancellor Search Screening Committee (20 Minutes)
Meeting	Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category	12. OTHER RECOMMENDATIONS
Access	Public
Type	Action
Recommended Action	It is recommended that the Board of Trustees make appointments of community members to serve on the Chancellor search screening committee.
TO:	Members of the Board of Trustees
FROM:	Michael Claire, Chancellor
PREPARED BY:	Mitchell Bailey, Chief of Staff

APPOINTMENT OF MEMBERS TO CHANCELLOR SEARCH SCREENING COMMITTEE

At its meeting on August 10, 2022, the Board of Trustees outlined a process for the selection of a new District Chancellor. The Board determined that there will be a screening committee, consisting of various stakeholder groups, including two community members, who will evaluate applications and conduct initial interviews. The Board also determined individual Trustees will make recommendations to the search consultant of community members and the consultant will contact all nominees to determine interest and availability. To adhere to the revised search schedule, the Board will make appointments of the community members to serve on the screening committee at its August 24, 2022 meeting.

RECOMMENDATION

It is recommended that the Board of Trustees make appointments of community members to serve on the Chancellor search screening committee.

13. INFORMATIONAL REPORTS

Subject	13.1 Discussion of Chancellor Search Process (20 Minutes)
Meeting	Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category	13. INFORMATIONAL REPORTS
Access	Public
Type	Discussion
TO:	Members of the Board of Trustees

FROM: Michael Claire, Chancellor
PREPARED BY: Mitchell Bailey, Chief of Staff

DISCUSSION OF CHANCELLOR SEARCH PROCESS

At its meeting on August 10, 2022, the Board of Trustees outlined a process for the selection of a new District Chancellor and discussed position announcement, timeline and screening committee composition. The Board will continue the discussion of the Chancellor search process with the search consultant.

Subject **13.2 Review of Potential New Policies Relating to SB893 Implementation (20 Minutes)**

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 13. INFORMATIONAL REPORTS

Access Public

Type Discussion

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Dr. Aaron McVean, Vice Chancellor for Educational Services and Planning

REVIEW OF POTENTIAL NEW POLICIES RELATING TO SB893 IMPLEMENTATION

Senator Josh Becker (13th CA Senate District) introduced Senate Bill 893 ([SB 893](#)), co-authored by Assembly members Kevin Mullin and Marc Berman, on behalf of the San Mateo County Community College District (SMCCCD) on January 31, 2022. SB 893 worked its way through the legislative process and has been passed by the State Senate (with amendments from committees) and is pending approval by the Assembly (with amendments from committees), which is expected in the coming days. After approval by the Assembly, the bill will return to the Senate for concurrence and then to the Governor for signature.

The bill is a five-year pilot program, and requires reporting to the California Community Colleges Chancellor's Office, the California Department of Finance and the appropriate committees of the legislature of how the District has determined to use local unrestricted general funds to support implementation of the California College Promise, assist students with total cost of attendance, the fiscal impact of the pilot program and demographic information on the students served by the funds allowable under the Bill. Assuming passage by the legislature and approval by the governor, the Bill would be effective January 1, 2023.

Anticipating passage of the bill, the District is continuing the conversation with the Board of Trustees regarding considerations to inform policy development in order to have local policies ready for implementation of the bill's provisions upon its effective date.

Subject **13.3 Update on District Final Budget Preparation for FY 2022-2023 (15 Minutes)**

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 13. INFORMATIONAL REPORTS

Access Public

Type Discussion

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

UPDATE ON DISTRICT FINAL BUDGET PREPARATION FOR FY 2022-2023

In accordance with State law, the Board of Trustees adopted the 2022-23 Tentative Budget on June 22, 2022. The Tentative Budget serves as the official budget until the final Adopted Budget is approved by the Board of Trustees. The Tentative Budget is revised during the summer to reflect the needed changes resulting from passage of the State Budget and from the 2021-22 year-end close activities. The Tentative Budget is also revised to reflect other revisions that occur up to the time that the 2022-23 Adopted Budget is presented to the Board of Trustees for approval on September 8, 2022.

File Attachments
[Budget Slides 2022-23 August Budget Update.pdf \(1,145 KB\)](#)

Subject **13.4 Discussion of Potential Revisions to Board Policy 1.15 – Officers of the Board (10 Minutes)**

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 13. INFORMATIONAL REPORTS

Access Public

Type Discussion

TO: Members of the Board of Trustees

FROM: Richard Holober, Board President

DISCUSSION OF POTENTIAL REVISIONS TO BOARD POLICY 1.15 – OFFICERS OF THE BOARD

At its meeting on August 10, 2022, the Board President expressed interest in revising the Board's policy on election/rotation of officers. Suggested revisions are attached for the Board's consideration.

File Attachments
[Draft Revisions to Board Policy 1_15.pdf \(140 KB\)](#)

Subject **13.5 Report on the Use of Public Agency Contracts for the Purchase of Materials, Equipment, Supplies and Services**

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 13. INFORMATIONAL REPORTS

Access Public

Type Informational

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Yanelly Pulido, Director, General Services
 Bob Domenici, Purchasing Supervisor

REPORT ON THE USE OF PUBLIC AGENCY CONTRACTS FOR THE PURCHASE OF MATERIALS, EQUIPMENT, SUPPLIES AND SERVICES

California Public Contract Code Section 20652 authorizes the Board of Trustees, without advertising for bids, to contract for the lease or purchase of materials, supplies, equipment, automobiles and other personal property through contracts let by other public agencies (commonly referred to as "piggybacking" contracts) when it finds it is in the best interest of the District. Additionally, PCC sections 20653 and 20653.5 authorize the Board to purchase materials, equipment, supplies, or services under the same terms and conditions as are specified in contracts lawfully awarded by the Department of General Services pursuant to Section 14814 of the Government Code and the University of California or the California State University.

In accordance with District AP 8.15.3 (5), the attached list reflects this activity for the fiscal year ending June 30, 2022.

PIGGYBACKABLE CONTRACTS		
VENDOR	AGENCY	COMMODITY
Apple	Glendale Unified School District	Computers, Licenses
Aruba Networks (Dasher)	NASPO	Network
B&H Photo	Foundation for CCC	Audio & Visual
BSN Sports	Omnia	Sports Apparel
CALCARD	California Department of General Services	Procurement Card Services
CDWG	Foundation for CCC	IT Hardware, Audio/Visual Equipme
Carahsoft	Quilt	Software
Carolina Biological	Sourcewell	Lab Supplies and Equipment
Computerland	NASPO	IT Hardware and Software
Deere & Company	Sourcewell	Industrial Vehicles
Dell	NASPO	Computers, Hardware
DHE Computer	NCPA	Computers
Digital Sceptor	NASPO	IT Firewall Hardware & Software
Downtown Ford	CMAS	Purchased Vehicles
Grainger	Foundation for CCC	Facilities Equipment, Tools & Parts
Grey Wall Software, LLC	UC/CSU	Emergency Management & Busines
Home Depot U.S.A, Inc.	US Communities	Janitorial Supplies
iParq	Foundation for CCC	Parking Permit
IT Solutions	Omnia	Hardware/Software
KI	Foundation for CCC	Furniture
KYA Services LLC	Foundation for CCC	Athletic Equipment
Laerdal Medical	Foundation for CCC	Medical Equipment
Leslie Pool	Omnia Partners	Pool Chemicals
Life Fitness	Sourcewell	Athletic Equipment
Linguabee	CMAS	Interpreting Services
Lyft, Inc.	UCLA	Transportation Connection Network
Maverick Networks	NASPO	Phone Licenses
Mitel Business Systems	Sourcewell	Communications Network

Motorola Solutions	Sourcewell	Video & Telecommunication
Office Depot	Foundation for CCC	Office Supplies
One Diversified (formerly Compview)	CMAS	Audio/Visual Equipment
Parchment LLC	Foundation for CCC	Diploma/Certificate Services (Digit
Presido Network Solutions	NASPO	Server Service
Pure Storage	NASPO	Modular Building
Sharp Electronics	NASPO	Printer Maintenance

SHI International	Foundation for CC	PIGGYBACKABLE CONTRACTS	Ware/Software
VENDOR /One Workplace LLC	AGENCY	COMMODITY	Installation Services
Toyota Material Handling	NJPA		Industrial Vehicles
Turf and Industrial	US Communities		Facilities Utility Vehicles
Turf Star	Omnia		Synthetic Turf
Tymco	Sourcewell		Industrial Vehicle
Verizon	CALNET		Hotspot Devices, Cell Phone & Serv
Xerox	UCOP		Copiers & Papercut Licenses

Subject 13.6 Report on Proposed Agenda Items for Future Meetings

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 13. INFORMATIONAL REPORTS

Access Public

Type Informational

TO: Members of the Board of Trustees

FROM: Michael Claire, Chancellor

PREPARED BY: Mitchell Bailey, Chief of Staff

REPORT ON PROPOSED AGENDA ITEMS FOR FUTURE MEETINGS

For planning purposes and to allow for Trustee engagement, below is a running list of known and potential agenda items for upcoming Board of Trustees meetings.

SEPTEMBER

- Final Adoption of Annual District Budget
- Discussion of Student Housing Grant Application
- Update on CRM

OCTOBER

- Discussion of Modifications to District COVID-19 Policies, Procedures and Protocols

NOVEMBER

DECEMBER

- Swearing-in of Newly Elected Trustees
- Election of Board Officers
- Adoption of Annual Meeting Calendar
- Presentation of Annual Audits

UNASSIGNED

- Discussion of Employee Housing Program and Construction of More Units

Subject 13.7 Report of Public Information Requests for July 2022

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Category 13. INFORMATIONAL REPORTS

Access Public

Type Informational

TO: Members of the Board of Trustees
FROM: Michael Claire, Chancellor
PREPARED BY: Mitchell Bailey, Chief of Staff

REPORT OF PUBLIC INFORMATION REQUESTS FOR JULY 2022

Attached for the Board's information is a report on public information requests through the Public Records Act (PRA), media requests, and communications from the public for the Board received in the month of July 2022.

File Attachments
[Public Information Report - July 2022.pdf \(162 KB\)](#)

14. COMMUNICATIONS

15. STATEMENTS FROM BOARD MEMBERS

16. RECONVENE TO CLOSED SESSION (if necessary)

Subject 16.1 Reconvened to Close Session
Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category 16. RECONVENE TO CLOSED SESSION (if necessary)
Access Public
Type Procedural

17. RECONVENE TO OPEN SESSION (if necessary)

Subject 17.1 Reconvened to Open Session
Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category 17. RECONVENE TO OPEN SESSION (if necessary)
Access Public
Type Procedural

17.2 Announcement of Reportable Action Taken In Closed Session (if necessary)

Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category 17. RECONVENE TO OPEN SESSION (if necessary)
Access Public
Type Procedural

18. ADJOURNMENT

Subject 18.1 Adjourn
Meeting Aug 24, 2022 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Category 18. ADJOURNMENT

Access

Public

Type

Procedural