



**RIO HONDO COMMUNITY COLLEGE DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
MINUTES – WEDNESDAY, MAY 8, 2019, 6:00 P.M.**

- Location:** Rio Hondo College Board Room
3600 Workman Mill Road, Whittier CA 90601
- Members Present:** Mr. Gary Mendez, President
Mr. Oscar Valladares, Vice President
Ms. Rosaelva Lomeli, Clerk
Ms. Norma E. García, Member
Ms. Vicky Santana, Member
- Staff Members:** Ms. Teresa Dreyfuss, Superintendent/President
Mr. Henry Gee, Vice President, Student Services
Dr. Laura Ramirez, Vice President, Academic Affairs
Mr. Yulian Ligioso, Vice President, Finance & Business
Ms. Michelle Bean, President, Academic Senate
Ms. Jill Pfeiffer, President, RHCFA
Ms. Sandra Hernandez, President, CSEA
Mr. Matthew Mangoba, President, ASRHC
Ms. Reneé Gallegos, (Recorder)

I. CALL TO ORDER

A. Call to Order (6:00 p.m.)

Mr. Mendez called the meeting to order at 6:00PM.

B. Pledge of Allegiance

Ms. Diana Laureano led the pledge of allegiance.

C. Roll Call

All members were present.

D. Approval of Minutes: April 10, 2019; April 24, 2019

90.

On the motion of Mr. Valladares, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and approved the minutes of April 10, 2019 as presented. The Student Trustee Advisory vote was aye.

91. On the motion of Ms. Lomeli, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and approved the minutes of April 24, 2019 as presented. The Student Trustee Advisory vote was aye.

E. Open Communication for Public Comment

No public comments were made.

F. Commendations

- **Classified Retirement – William Harry Ashburn (*Facilities*)**
- **Faculty Retirements**
 - Gary Halvorsen (*CTE*)**
 - Dr. Lynette Nyaggah (*Communications & Languages*)**
- **Distinguished Faculty Award 2019 – John C. Frala (*CTE*)**
- **RHC Leadership Academy Co-hort #7- Kelly Lynch**
- **2019 Forensics & Debate Team National Champions- Grant Tovmasian**

BREAK

Mr. Mendez recessed the meeting for a 15-minute break at 6:28PM. Mr. Mendez reconvened the meeting at 6:45PM.

G. Presentation

- **Sabbatical Leave Presentation – Blanca De Los Santos (*Communications & Languages*)**
- **Vision for Success - Dr. Caroline Durdella**
- **Board Self-Evaluation – Dr. Caroline Durdella**

II. CONSENT AGENDA

92. On the motion of Ms. Santana, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] to approve the Consent Agenda, ***with the exclusion of items II.A.11 - Resolution No. 050819 Authorizing the Procurement of District-Wide Waste/Trash Handling Services Without Competitive Bidding, II.A.14 - Approve Acceptance of Allocation: 2018-2019 Hunger Free Campus Fund – California Community Colleges Chancellor’s Office , and II.A.30 - Design Services for Music/Wray Theater Renovation/Remodel – tBP Architects, as presented.*** The Student Trustee Advisory vote was aye.

A. FINANCE & BUSINESS

1. Finance and Business Reports

a. Purchase Order Report

Approved the Purchase Order Report containing purchases for the preceding month.

b. Payroll Warrant Report

Approved the Payroll Warrant report for the month of April 2019.

c. CCFS-311Q Quarterly Report

Approved the CCFS-311Q period ending March 31, 2019.

2. Authorization for Out of State Travel and Conferences

Michaela Brehm to attend the NSF S-STEM Workshop/Conference, June 5-7, 2019 in Reno, NV.

Sheila Lynch to attend Miksang Photography Workshops: Levels 1 & 2, June 13-23, 2019 in Halifax, Nova Scotia, Canada.

Robert LoParo to attend the Registry of Interpreters for the Deaf (RID) National Conference, July 7-12, 2019 in Providence, RI.

Angela Rhodes to attend the Teaching Professor Conference, June 7-9, 2019 in New Orleans, LA.

Jana Schmidt to attend the Conference on the Student Movements of 1968/9, August 15-17, 2019 at Dartmouth College, New Hampshire.

Chelsea Martinez, to attend the National Conference for Advanced POGIL Practitioners (NCAPP), June 24-26, 2019 in St. Louis, MO.

Tanja Baum, to attend 2019 INACSL Conference, June 20-21, 2019 in Phoenix, AZ.

Brenda Beza to attend BLUMEN Training, Aug 8-9, 2019 in Houston, TX.

Michael Dighera and Eric Olson to attend Honda PACT Conference, July 15-19, 2019 in Birmingham, AL.

John C. Frala to attend the NEVTEX 2 Annual National Science Foundation Meeting, May 23-25, 2019 in Redmond, OR.

Rosaelva Lomeli and Oscar Valladares to attend the NALEO 36th Annual Conference, June 19-22, 2019 in Miami, FL.

3. Acceptance of Donation: Police Vehicle – Vernon Police Department

The Vernon Police Department has offered to donate one (1) police vehicle, unit no. 80, 2003 Ford Crown Victoria, License 054041 Exempt, VIN No. 2FAHP71W63X160938, 173,000 miles and with estimated value of \$2,000.00 to be used for police academy training at Rio Hondo Police Academy.

The Board of Trustees accepted the donation of one (1) police vehicle from Vernon Police Department and authorized the Administration to execute appropriate documents on behalf of the District.

4. **Approve Household Hazardous and Electronic Waste Collection Program Sitting Liability Agreement – County of Los Angeles and County Sanitation District No. 2 of Los Angeles County**

The County of Los Angeles (County) and the County Sanitation District No. 2 of Los Angeles County (Sanitation District) is co-sponsoring a Household Hazardous and Electronic Waste Collection Event (Roundup) to provide Los Angeles County residents an environmentally safe means and place to dispose of household hazardous waste and electronic waste.

Rio Hondo College is supporting this worthwhile project by offering use of Rio Hondo College Fire Training Academy located at 11400 Greenstone Ave., Santa Fe Springs for the Roundup, which is scheduled for June 29, 2019.

The Board of Trustees approved the agreement with County and Sanitation District for the Roundup and authorized the Administration to sign the appropriate documents on behalf of the District.

5. **Approve Classroom Training Agreement – Peace Officer Standards and Training (POST) Course: City of Burbank**

Rio Hondo College Public Safety Department is requesting an Agreement with City of Burbank to provide a Peace Officer Standards and Training (POST) course to City of Burbank Police Officers. The POST course is designed to keep Peace Officers informed of new First Aid and CPR techniques, current Federal and State Laws and recent requirements which affect current law enforcement procedures, refresher training and meet mandated POST training requirements. The curriculum follows the recommended refresher training by the California Commission on Peace Officer Standards and Training.

District will charge a rate of \$50.00 per student per 8-hour course.

It is estimated that there will be 200 students for the term July 1, 2019 through June 30, 2020.

The Board of Trustees approved the Classroom Training Agreement with City of Burbank and authorized the Administration to execute appropriate documents on behalf of the District.

6. **Memorandum of Understanding (MOU): Dental Assistant Program – Tri-Cities Regional Occupational Program (TCROP) 2019-2022**

The Continuing Education Department would like to have an MOU with Tri-Cities Regional Occupational Program (TCROP) to co-sponsor a Dental Assistant Program. Under the MOU TCROP will:

- Provide classroom facilities located at Pioneer High School, 10800 Ben Avon Street, Unit E, Whittier, California, 90606, for a Dental Assistant course which will be offered to Rio Hondo Community College (RHCC) students as well as to TCROP adult students.
- Provide the Dental Assistant course of 420 hours (per school year), as authorized by the State of California Dental Board.
- Provide an instructor(s) for the Dental Assistant course who holds the appropriate

teaching credential issued from the California Commission on Teacher Credentialing and is also certified and licensed by the State of California as an RDA.

- Provide the necessary dental equipment in proper working order for students to complete the program.
- Provide a certificate of course completion for those students who successfully complete the Dental Assistant course.
- Provide free parking to students during class times. Students are responsible for any citations received from parking off campus.
- Provide the following, provided the student successfully completes the requirements:

State of California Radiation Safety Certificate
State of California Infection Control Certificate
American Heart Association CPR Certificate

Under the MOU Rio Hondo College (RHC) will:

- Collect tuition from its students and will pay TCROP \$1,200.00 less the partnership fee of \$100.00 for each enrollee.
- Retain all records related to the Dental Assistant course in their original form indefinitely.

Term is from August 1, 2019 through June 30, 2022.

The Board of Trustees approved the MOU with Tri-Cities Regional Occupational Program as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

7. Approve Memorandum of Understanding (MOU): California Virtual Campus – Online Education Initiative: Foothill De Anza Community College District

Rio Hondo Academic Affairs Office is requesting approval of an MOU with Foothill De Anza Community College, as fiscal agents, for the California Virtual Campus (CVC) - Online Education Initiative.

The CVC Online Education Initiative provides \$15,000.00 per institution to plan and develop an Online Education proposal.

The term begins May 13, 2019 through June 1, 2019.

The Board of Trustees approved the MOU with Foothill De Anza Community College District as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

8. Approve Clinical Training Affiliation Agreement: Orthopedic Technologist Program – St. Joseph Heritage Healthcare

The Health Science Nursing Department is requesting approval of a Clinical training affiliation agreement with St. Joseph Heritage Healthcare, Anaheim, CA to provide clinical training for students enrolled in the Orthopedic Technologist Program.

The term begins May 10, 2019 and continues through May 9, 2022.

The Board of Trustees approved the Clinical training affiliation agreement with St. Joseph Heritage Healthcare as presented above and authorized Administration to execute the appropriate documents on behalf of the District.

9. Approve Acceptance of Award – OSHA Basic Safety Training: Southern California Regional Transit Training Consortium (SCR TTC)

The Southern California Regional Transit Training Consortium (SCR TTC) has awarded Rio Hondo College Career & Technical Education in the amount of \$8,000.00 to provide Two 2-day Training OSHA Basic Safety Courses.

Location	Dates	Amount
Santa Clarita Transit Santa Clarita, CA	June 19 & 20, 2019	\$4,000.00
San Luis Obispo Regional Transit Authority San Luis Obispo, CA	August 7 & 8, 2019	\$4,000.00
Total Amount		\$8,000.00

The Board of Trustees approved acceptance of the award as described above and authorized the Administration to execute appropriate documents on behalf of the District.

10. Payroll Warrant – Lydia M. Corrales

Payroll Warrant dated September 10, 2018 issued to Lydia M. Corrales in the amount of \$1,103.01 is a Stale Dated Warrant.

Lydia M. Corrales is requesting the District to issue a replacement warrant. Board approval is necessary in order to issue a replacement warrant based upon L.A. County Education Procedures.

The Board of Trustees approved replacement warrant to Lydia M. Corrales in the amount of \$1,103.01.

11. Resolution No. 050819 Authorizing The Procurement of District-Wide Waste/Trash Handling Services Without Competitive Bidding

This item was pulled for discussion and separate action.

12. Approve Education Subscription Agreement – McGraw-Hill Higher Education

The Office of Student Success & Retention has selected ALEKS Prep software offered by McGraw-Hill to use during the annual two-week Rio Hondo College Summer Bridge Math Academy.

ALEKS is an adaptive learning software that provides students with individualized course preparation customized according to their unique strengths and weaknesses. This software will target each participant's pre-requisite knowledge gaps and ensure mastery of math skills critical to success in the Fall semester.

The cost of this software is \$20.00 per student to be paid from Basic Skills Initiative Fund. This includes license fee per user, scoring and electronic reporting, and ongoing customer support.

The term will begin on May 11, 2019 and continue through June 30, 2022.

Total cost of licenses to be purchased will not to exceed \$36,000 (see breakdown below):

2019-2020: \$12,000.00 (\$20.00 X 600 students)

2020-2021: \$12,000.00 (\$20.00 X 600 students)

2021-2022: \$12,000.00 (\$20.00 X 600 students)

Total: \$36,000.00

The Board of Trustees approved the education subscription agreement with McGraw-Hill and authorized the Administration to execute the appropriate documents on behalf of the District.

13. Articulation Agreement for Bachelor of Science in Nursing – University of Phoenix

Rio Hondo Community College Health Science and Nursing and University of Phoenix (UOP) would like to create this Articulation Agreement to assist associate degree students to complete their Associate's Degree from Rio Hondo College and to continue their education in a bachelor's degree program at University of Phoenix.

There will be no fees for the articulation services provided by UOP to Rio Hondo College.

The Board of Trustees approved the Articulation Agreement with University of Phoenix as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

14. Approve Acceptance of Allocation: 2018-2019 Hunger Free Campus Fund – California Community Colleges Chancellor's Office

This item was pulled for discussion and separate action.

15. Approve Revenue Agreement: Spent Brass Ammunition Casing Salvage – Ammo Brothers

The Public Safety Department requires removal and disposal of spent/used brass ammunition casings from the weapons firing range.

Ammo Brothers will pay the District \$900.00 for each 55 - gallon drum of spent/used brass ammunition casings during the period May 9, 2019 through May 8, 2020.

The Board of Trustees approved the revenue agreement with Ammo Brothers as summarized above and authorized the Administration to sign the appropriate documents on behalf of the District.

16. Surplus Property

Below is a list surplus equipment that are non-operational and/or no longer needed for the operation of the Departments.

Qty.	Description	Make/Model	Serial No. / RHC Tag	Department
1	Copier	Gestetner 725	K8565602183 / 0012583	Career Center
1	Copier	Konica C280	A0ED012013167	EOP&S
1	Indoor Cycling Bike	Freemotion #S11.9	12642	KDA
1	Indoor Cycling Bike	Freemotion #S11.9	12628	KDA
1	Indoor Cycling Bike	Freemotion #S11.9	12631	KDA

Education Code Section 81452 states that if the board, by a unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be disposed of in the local public dump on order of any employee of the District empowered for that purpose by the board.

The Board of Trustees, determined that the above referenced property is surplus and of insufficient value to defray the cost of arranging a sale, or it may be disposed of in the local public dump on order of any employee of the District empowered for that purpose by the Board.

17. Change in Name: Facilities Use Agreement – Vertical UAV Solutions Inc. dba Drone University USA

On April 10, 2019, the Board of Trustees approved Consent Agenda item II.A.4 for a Facilities Use Agreement with Vertical UAV Solutions Inc. dba Drone University USA to conduct Drone Classes at the Fire Academy.

Vertical UAV Solutions Inc. dba Drone University USA sent request to change their name in the Agreement to:

Dronitek Group LLC dba Dronitek Drone Flight Academy.

The Board of Trustees approved the change in name in the Facilities Use Agreement with Vertical Solutions Inc. dba Drone University USA and authorized the Administration to execute appropriate documents on behalf of the District.

18. Approve Use of San Bernardino County Superintendent of Schools Bid No. 17/18-0955 Furniture: Systems and Stand Alone – Culver-Newlin, Inc.

Per Public Contract Code Section 20652 the governing board of any community college district without advertising for bids, and when that board has determined it to be in the best interests of the district, may authorize by contract, lease, requisition, or purchase order, any public corporation or agency, including any county, city, town, or district, to lease data-processing equipment, purchase materials, supplies, equipment, automotive vehicles, tractors, and other personal property for the district in the manner in which the public corporation or agency is authorized by law to make the leases or purchases.

The District can utilize the contract awarded by San Bernardino County Superintendent of Schools to Culver-Newlin, Inc. for Bid #17/18-0955 Furniture: Systems and Stand Alone for purchase of furniture (chairs and desk) with cost not to exceed \$107,677.92 to be paid from Basic Skills Pilot Partnership Grant Funds.

The Board of Trustees determined that use of the San Bernardino County Superintendent of Schools Bid #17/18-0955 is in the best interest of the District and authorized the Administration to execute the appropriate documents on behalf of the District.

19. Approval of Agreement: Fire Related Training – Pacific Road USA, Inc.

The Department of Public Safety is requesting to have an Agreement with Pacific Road USA, Inc. to provide Fire Related Training (hose and ladder evolutions, fire extinguisher training, physical abilities tests) and a fire station tour for up to 25 Japanese Citizens.

The training and tour will take place on October 20 & 21, 2019.

The District will be paid \$3,000.00 for the 2-day training plus any additional cost (if needed) for supplies.

The Board of Trustees approved the Agreement with Pacific Road USA Inc. as described above and authorized the Administration to execute the appropriate documents on behalf of the District.

20. Approval of Agreement Number 19112311: Law Enforcement Driving Simulator (LEDS) and/or Force Option Simulator (FOS) Course – Commission of Peace Officer Standards and Training (POST)

The Department of Public Safety is requesting approval of Agreement 19112311 with the Commission of Peace Officer Standards and Training (POST) to provide four (4) hour Law Enforcement Driving Simulator (LEDS) and/or Force Option Simulator (FOS) Course for up to 1,454 students.

The District will be compensated a not to exceed amount of \$159,940.00 (\$110.00 per student X 1,454).

Term is from July 1, 2019 through June 30, 2020.

The Board of Trustees approved Agreement Number 19112311 with POST in the amount not to exceed \$159,940.00 and authorized the Administration to execute the appropriate documents on behalf of the District.

21. Approve Clinical Affiliation Agreement: Whittier Hills Healthcare Center

The Health Science Nursing Department is requesting approval of a Clinical Affiliation Agreement with Whittier Hills Healthcare Center in providing field experience for students.

The term begins August 1, 2019 and continues through September 30, 2022.

The Board of Trustees approved the Clinical Affiliation Agreement with Whittier Hills Healthcare Center as presented above and authorized Administration to execute the appropriate documents on behalf of the District.

22. Bid #2060 AJ Annex Beam Replacement Project – Change Order #1 – Fast Track Construction

On April 11, 2018, the Board of Trustees awarded a contract for Bid # 2060 AJ Beam Replacement to Fast Track Construction Inc. in the amount not to exceed \$792,600. A change order for additional work is now requested for the following:

Change Order #1 – Unforeseen Lead containing wood beams. During the demolition of the existing wood beams, it was discovered that the beams contained a very high content of lead material embedded within the wood. In order to properly remove and dispose of the existing beams, special handling was required in order to meet the AQMD requirements for lead removal. The cost to have a hazardous material contractor remove and dispose of the existing beams was negotiated for an amount, not to exceed \$76,500.00.

The Board of Trustees approved Change Order #1 to Fast Track Construction, Inc. in the amount of \$76,500.00 for a total not to exceed contract value of \$869,100.00 from Scheduled Maintenance Funds and authorized the Administration to execute appropriate documents on behalf of the District.

23. Additional Fees for “L” Tower Seismic Upgrade Project – Division of the State Architect (DSA) Inspections Services – Massadi Enterprises, Inc.

On November 9, 2016, the Board of Trustees approved Massadi Enterprises, Inc. for DSA Inspection services for the “L” Tower Seismic Upgrade Project in the amount of \$217,500.00. Inspection Services are required by the Division of the State Architect (DSA) to ensure that the general contractor follows each detail of the DSA approved plans and specifications. The Project Inspector is required to keep detailed logs tracking all materials and labor used in the building and is the official representative of DSA on the job Site.

Due to many unforeseen conditions during the construction of the project, additional fees are now being required for inspection services in the amount of \$187,500. to complete the project. The revised contract amount for Massadi Enterprises, Inc. is \$405,000.00.

The proposal has been reviewed by the Program Management staff and the College administration and has deemed the proposal to be acceptable for additional Inspection Fees.

The Board of Trustees authorized an increase to the contract value of Massadi Enterprises, Inc. for additional DSA inspection services in the amount not to exceed \$187,500.00 for a revised total contract amount of \$405,000.00 from Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

24. New Plumbing at the AJ Annex Administration Building Men's Showers – Alhambra, Backflow, Plumbing & Heating – Lue Plumbing Service

Currently, at the AJ Annex Building is being refreshed with new paint throughout the interior building, new VCT flooring in the 3 classrooms, new carpet in lobby area, and the remodel of the existing restrooms. Unfortunately, the existing Men's showers are in need of being remodeled with new showerheads, valves, two new sinks in the drying area, and all the necessary plumbing. Four proposals were received to complete this work from the following contractors below;

- 1.) Alhambra, Backflow, Plumbing & Heating / Lue Plumbing Service \$13,000.
- 2.) SGroup Builders, \$14,500.
- 3.) Boomer Construction, \$16,800.
- 4.) GDL, Best Contractors, Inc. \$32,000.

The Program Management Team and Rio Hondo staff has reviewed the proposals and concluded the cost proposal from Lue Plumbing Service is adequate to complete the necessary work in the amount not to exceed \$13,000.00

The Board of Trustees approved the proposal to install new showerheads, new sinks with new plumbing at the AJ Annex Admin. Building from Alhambra, Backflow, Plumbing & Heating/ Lue Plumbing Service in the amount of \$13,000.00 from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District

25. Purchase of Used DSA Approved Modular Building – Nursing Program HS 11 Classroom Building – SKC Company

On November 9, 2016, the Board of Trustees approved the leasing of a DSA approved used building for the Nursing program in the amount not to exceed \$48,000. The building is currently used to accommodate the Nursing Program swing space during the construction of the L Tower seismic upgrade project. \$48,000.00. The leasing agreement has now expired and a renewal of the lease agreement is being required. Due to the many unforeseen conditions that has occurred for the L Tower seismic upgrade project the lease agreement will need to be extended. In discussion to review the current options to either extend the lease agreement or purchase the building. A proposal has been received from SKC Company to purchase the 36 x 40 modular building in the amount not to exceed \$77,550.00.

The Program Management Team and Rio Hondo staff has reviewed the proposal and concluded the cost proposal from SKC Company to purchase the used DSA approved building in the amount not to exceed \$77,550.00 to be appropriate. The Board of Trustees approved the purchase of a used DSA approved 36x40 modular classroom building in the amount of \$77,550.00 from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

26. Additional Architectural Fees for “L” Tower Seismic Upgrade Project – Westberg & White Architects

On January 14, 2015, the Board of Trustees approved Westberg & White Architects for Architectural services for the “L” Tower Seismic Upgrade Project in the amount of \$1,785,000., paid through state and bond funds.

Additional services are required to address unforeseen conditions that required additional design from Westberg & White and their consultants in order to submit to the Division of State Architect for review and approval. There are a total of (5) separate Construction Change Directives that have been generated and submitted to DSA for review.

Westberg & White has provided proposals for the additional architectural services needed in order to submit CCD's to DSA to address the unforeseen conditions in the amount of \$18,200.

The proposals have been reviewed by the Program Management staff and the College administration and has deemed the proposals to be acceptable for additional architectural fees.

The Board of Trustees authorized an increase to the contract value of Westberg & White, for additional architectural services in the amount not to exceed \$18,200.00 for a revised total contract amount of \$1,803,200.00 from State and Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

27. Bid #2047 – Pico Rivera Education Center Project – Deductive Change Order #1 – GDL Best Contractors, Inc.

On April 19, 2016, the Board of Trustees awarded a contract for Bid # 2047 Pico Rivera Education Center Project to GDL Best Contractors, Inc. in the amount not to exceed \$1,397,688. A deductive change order for the unused allowance amount of \$154,420.65. is being issued to finalize the final contract amount for this project is \$1,243,267.35

The Board of Trustees approved the Deductive Change Order #1 to GDL Best contractors, Inc. in the amount of purchase of \$154,420.65 for a total not to exceed contract value of \$1,243,267.35 from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District.

28. Approve Off Campus Project Agreement – Federal Work-Study Program: East Whittier City School District

The Financial Aid, Scholarships and Veteran Services Department would like to have an Off Campus Project Agreement with East Whittier City School District to enable Rio Hondo students, who qualified for the Federal Work-Study Program, to provide tutoring to East Whittier City School District students in Math, Reading, English and Science subjects.

Rio Hondo students will be paid \$11.00 - \$11.50 per hour from the Work Study Program Grant; as authorized by the U.S. Commission of Education pursuant of Title 1, Part C, of the Economic Opportunity Act of 1964, public Law 88-452, 78 Stat. 573.

Term is from May 9, 2019 through June 30, 2020.

The Board of Trustees approved the Off Campus Project Agreement with East Whittier City School District and authorized the Administration to execute contracts on behalf of the District.

29. Approval of Agreement: Capital Program Planning – Facilities Planning & Program Services, Inc.

The Administration would like to have an Agreement with Facilities Planning & Program Services, Inc. (FPPS) to provide Capital Program Planning Services. Scope will include (a) a review/confirmation with Facilities and Campus Personnel on current Facilities Assessment as written in FUSION and (b) conduct a Facilities Condition Assessment.

Term of performance is from May 9, 2019 through June 26, 2019 with a not to exceed amount of \$110,000.00 to be paid from Bond Fund.

The Board of Trustees approved the agreement with FPPS as described above and authorized the Administration to execute the appropriate documents on behalf of the District.

30. Design Services for Music/Wray Theater Renovation/ Remodel-tBP Architects

This item was pulled for discussion and separate action.

31. Prepare the Final Project Proposal (FPP) for the Fine Arts Center Project as Required by the State Chancellor's Office – QDG Architects

The State Chancellor's Office has informed the college to move the project from the Initial Project Proposal (IPP) phase to the Final Project Proposal (FPP) format. The scope of work includes review and assessment of the current IPP (including cost budgets), meetings with College stakeholders for input, draft the FPP for College review, communications with the Chancellor's Office, and the preparation of the FPP for Board approval prior to submission to the State Chancellor's Office.

QDG Architects have presented a proposal in the amount of \$78,897.00 to prepare the Final Project Proposal (FPP) for Board approval and submission to the Chancellor's Office for the Fine Arts Center.

The Board of Trustees approved the proposal of \$78,897.00 to prepare the Final Project Proposal (FPP) for the Fine Arts Center new construction as required by the State Chancellor's Office by QDG Architects to be paid from Bond Funds and authorized the Administration to execute appropriate documents on behalf of the District

32. Continuing Education

- a. Bobbi Mendoza – To provide a class “From Design to Create: Cricut® and Design Space® and Basics” to make DIY projects easier of the Cricut® machine. Students learn to design images using the Design Space software and how to make your own personalized coasters and wine glasses. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to consultant.
- b. George Diaz – To provide an introductory course to guitar chords, notes scales and improvisation. Moreover, emphasis will be on teamwork, creativity and appreciation of this instrument. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to consultant.
- c. Quayum Abdul – To prepare participants to design and install solar panels and learn how to make your own home essentials, such as bath bombs, candle making, soap making and body butter classes. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- d. Amanda Bosson – To provide classes to help students in “Kids College” help strengthen skills through reinforcement and repetition for math, reading, writing, public speaking. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- e. Sheena Monique Castillo – To present “Introduction to Ballet” and enhancement in coordination, balance & flexibility. Students will learn proper form in basic ballet positions, steps and terminology through exercise performed at the barre & center floor consistent with traditional ballet training. Dates of service: July 1, 2019- June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- f. Robert Cullen – To provide expertise in helping families cope successfully with healthcare financial crisis, this class helps guide families through the perils of caring for elderly people during their last years, by teaching consumers how to obtain government assistance to pay for long-term care without having to go broke fast. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- g. Deborah Diaz – To provide a class where students learn the art of Mosaic Art, creating unique art by cutting stained glass, plates, tile and other materials such as pebbles, old jewelry and much more. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- h. Janelle Gonzalez – To provide a dance class where students learn Danza Movimiento, a dance class that combines 4 styles of dance techniques. Class will be accompanied by contemporary and traditional music, as well as, live drumming to keep both rhythms and timing of body movement, positions and steps Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- i. Kathleen Hannah – To instruct Reiki Courses for nursing students. Instruction on Usui Healing System, demonstration of hand placement, a level of attunement and channeling of Reiki energy and practicing in giving a Reiki

healing treatment. Kathleen has been teaching with Continuing Ed since 2010. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.

- j. Timothy Hawkins – To provide a class designed to give wrestlers an opportunity to improve upon their wrestling skills along with enhancing their tactical understanding of the sport of collegiate wrestling. The goal of improving the overall health and well-being is also visited. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 20% to the consultant.
- k. Valeree P. Lee – To provide a class “The Art of Staying Employed in an Age of Change. Staying employed means adopting and maintaining efficient and productive habits with a dash of can do attitude. Learn how you can succeed. Find out what skills and training are needed to land and keep a job. Dates of service: July 1, 2029 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- l. Jose Maldonado – To provide a class designed to give wrestlers and opportunity to opportunity to improve upon their wrestling skills along with enhancing their tactical understanding of the sport of collegiate wrestling. The goal of improving the overall health and well-being is also visited. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 20% to the consultant.
- m. Erica Mata/Apex Education Group – To provide a class for students to learn how to become an official Live Scan Fingerprint Provider for the State of California and also become an Official Wedding Officiant, learning how to perform wedding ceremonies and become a certified ordained officiant. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- n. Notary Public Seminars – To provide a class for students to learn how to become a Legal Document Assistant, work for a law firm or become an Alternative Legal Service Provider preparing legal documents for clients who want to represent themselves in court. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- o. Notary Public Seminars – To provide a course that will equip the student with all the skills to be an effective notary, this is a Notary Renewing Course. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- p. Dov Simens, Hollywood Film Institute, Inc. – To provide a 2-Day Film School – students will learn how to make their first feature film on a budget, how to write, direct, shoot and edit. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- q. Carolyn Simon – To provide a Make Up Artistry Courses/Certifications for students to learn how to apply make up to yourself and others with live demonstrations and hands-on experience. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- r. Voices for All LLC – To provide “Intro to Voiceovers”: Explore the voice over industry, discover current trends in the industry and how they make it easy and affordable for you. You will learn about different types of voiceovers and the tools you need to find success. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and a40% to the consultant.

- s. Yi-Ping Wang – To provide a “Digital Camera & Smart Phone Workshop” Students will learn the basic photography theory and understand how cameras work with a simple logical way to make the most out of its settings. Topics include photo-composition, close up, built in flash, white balance, depth of field and many more. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- t. Akemi Welsh; Polynesian Paradise Dancers – To provide a class where students will learn the Hula, Tahitian Drumming and the Ukulele. They will learn the exotic dances & music of the Hawaiian Islands. This low impact activity is great for children through adults. This is a great way to stay active by learning the measure behind those graceful hand gestures and move to the music of the islands. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.
- u. Ronald Wayne Williams, Trust Auto Sales – To provide a class for students to learn how to make money by buying and selling wholesale cars from home, or simply buying cars for your friends, family or yourself at wholesale prices. A step-by-step guide on how to get a DMV auto dealer license to operate a license and operate a profitable used car business. DMV approved course. Dates of service: July 1, 2019 – June 30, 2020. Payment will be split 60% to Rio Hondo College and 40% to the consultant.

33. Consultants

- a. Center for Transportation and the Environment – To provide consultant services to the NSF Grant #1700708. This grant was previously submitted on April 10, 2019 with incorrect amount. Grant payment over three years not to exceed \$40,680.00 as per grant. Year one 2018 not to exceed \$15,605.00; Year 2019 not to exceed \$13,250.00, Year three 2020 not to exceed \$11,825.00. Date of service: February 1, 2018 to December 31, 2020. Cost not to exceed \$40,680.00 from NSF Consultant Grant.
- b. Career and Technical Education Services – To provide Project Manager for Rio Hondo College led Strong Workforce Round 2 Regional Project “Energy Construction & Utilities – Sustainability”. Dates of service: August 1, 2018 to December 31, 2019. Cost not to exceed \$50,000. Requesting amended amount of consultant agreement to be increased by \$40,000 to not to exceed \$90,000. Original approved July 11, 2018; Agenda Minutes Pg. 16 #38-a from Strong Workforce Regional Round 2 – Energy Grant.
- c. Education4Work – To develop and deliver presentation related to Work Place Learning Strategies at Career Pathway as Specialists Training provide the keynote speech for the Work Based Learning Training Retreat for the Career Pathways Specialists. Dates of service: May 15-27, 2019. Cost not to exceed \$2,000 from Round 2 Strong Workforce Regional – Career Pathways Specialists Grant.
- d. The Leadership Consultancy – to assess staff strengths and development needs in the delivery of financial programs and services to students emphasizing best practices. Dates of service: May 10, 2019 – September 30, 2019. Cost not to exceed \$3,800 from Title V Grant.

- e. NFTE-LA Regional Office – to provide curriculum development to integrate entrepreneurship content and instructional support for three (3) existing tracks to be used as part of CAMP Rio programming: Coding, Electronic Music, and Photography. NFTE will work directly with the three Rio faculty implementing these courses. Dates of service: May 15, 2019 – December 31, 2019. Cost not to exceed \$2,100.00 from US Dept. of ED Title V Grant-Supplemental Funding: CAMP Rio.
- f. NFTE-LA Regional Office – To develop and implement BizCamp, a one-week entrepreneurship camp for high school students. Dates of service: May 11, 2019 – August 15, 2019. Cost not to exceed \$6,500.00 from US Dept. of ED Title V grant-supplemental funding.
- g. On Course, Inc. – To provide a two-day training that will provide faculty and “Success Coaches” with a multitude of strategies to enable them to engage students in active learning in the classroom across all disciplines. Dates of service: August 13-14, 2019. Cost not to exceed \$7,945.37 from BSI Grant.
- h. Lynn Wang – To provide a workshop titled “Financial Habitudes” (Three workshop sessions) students will actively sort out cards from the money habitudes deck. These cards are being used to help students understand everyone’s underlying financial biases and motivations. This workshop will help improve financial literacy for students during Summer Bridge program. The goal is to get students talking openly about money, to discover their own underlying habits and attitudes about money, and gain insight into how these influence financial, relationships, career and personal decisions. Dates of service: July 9, 2019, July 18, 2019 and August 1, 2019. Cost not to exceed \$300.00 from Title V Grant.
- i. Eligio Martinez – To lead assessment of the LEGACIE Mentor Program. He will outline recommendations for program in improvement and help the LEGACIE steering committee form goals, objectives and program structure will be identified to support the growth of the program into the second year. Dates of service: May 9, 2019 – June 30,2019. Cost not to exceed \$3,500.00 from Student Equity Grant.
- j. Hilda Franco – To present, facilitate and advise for Social Justice Leadership Institute as well as Queer Pride Initiative Events. Consultant will develop and lead culturally specific and appropriate services for student leaders and queer students as part of established Student Life programs. Consultant will assist in coordination of training and development for all incoming student leaders as part of summer training initiatives. Dates of service: May 10, 2019 – June 30, 2019. Cost not to exceed \$750.00 from Student Equity Grant.
- k. Frank Harris III – To facilitate two (2) days of Rio Teaching and Learning Institute for adjunct and new instructors. Participants will learn about culturally responsive teaching as a pedagogy and a practice. Dates of service: June 13-14, 2019. Cost not to exceed \$7,500.00 from Student Equity Grant.

B. PERSONNEL

1. Academic

a. Special Assignments, Spring 2019

The following instructor to be paid a \$450 stipend, paid out of Basic Skills Initiative funds, to prepare workshop materials and provide orientation trainings for English faculty who will be facilitating Summer Bridge English workshops.

KOGER, Michael

Comm. & Languages

The following instructors to be paid a \$250 stipend, paid out of Basic Skills Initiative funds, for participating in a Summer Bridge Math faculty orientation. Training will include utilizing ALEKS Math software and overview of supplemental activities to facilitate during Summer Bridge Math workshops.

ARCHAMBAULT, Alan	MSE
DAMMENA, Dimetros	MSE
GARCIA, Nancy	MSE
HERNANDEZ-SAUL, Cynthia	MSE
MIYAHARA, Jeffrey	MSE
OKELBERRY-GONZALEZ, Lydia	MSE
RYAN, Mutsuno	MSE

The following instructor to be paid a \$450 stipend, paid out of Basic Skills Initiative funds, to coordinate set-up of ALEKS software student licenses and provide orientation trainings for Math faculty who will be facilitating Summer Bridge Math workshops.

PITASSI, Matthew	MSE
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The following Math faculty members will participate in a one-day Metacognitive Student Support Training. This training provides resources and professional development for math faculty who will be teaching corequisite support classes for transfer level math courses in the fall, specifically to be prepared to teach the study skills, time-management, mindset, reading strategies and self-assessment topics on the corequisite course outlines. Faculty members will earn a \$150 stipend, paid out of Basic Skills Pilot Partnership funds, for participating in the training and completing a reflection on how they will incorporate these resources and strategies into their classes.

ARIAS, Adriana	MSE
CHOI, Ying	MSE
ENGLISH, Cameron	MSE
FUNG, Hank	MSE
GARCIA, Nancy X.	MSE
GRIFFITH, Leah	MSE
GUO, Dan	MSE
HE, Fendi	MSE
HOLBROOK, Veronica	MSE
HSIAO, Jupei	MSE
IRWIN, Erin	MSE
JOHNSON, Johnny	MSE
LOW, Joyce	MSE
LY, Hoa	MSE
RAMIREZ, Claudia	MSE
RYAN, Mutsuno	MSE
SIERRA, Mayra	MSE
TRAN, Lynn	MSE
TRESS, Marguerite	MSE
TSENG, Kelly	MSE
WONO, Katrina	MSE

The following Math faculty members will participate in a one-day Statistics Activities Training. This will be a hands-on training for activities and online resources for a transfer-level Statistics class, with or without a corequisite support class. Faculty members will earn a \$150 stipend, paid out of Basic Skills Pilot Partnership funds, for participating in the training and completing a reflection on how they will incorporate these resources and strategies into their classes.

ARIAS, Adriana	MSE
CHOI, Ying	MSE
FUNG, Hank	MSE
GARCIA, Nancy X.	MSE
HE, Fendi	MSE
HSIAO, Jupei	MSE
JOHNSON, Johnny	MSE
JUNG, Duhwa	MSE
LOW, Joyce	MSE
LY, Hoa	MSE
MAYER, Krysia	MSE
RAMIREZ, Claudia	MSE
RYAN, John K.	MSE
RYAN, Mutsuno	MSE
SIERRA, Mayra	MSE
TRESS, Marguerite	MSE
WONO, Katrina	MSE

The following instructor will be paid a stipend, not to exceed \$3,600, paid out of Student Equity funds, for participating in the Statistics Support Lab. The Stipend includes the delivery of one-on-one and small group tutoring lessons. This instructor was previously approved on February 20, 2019 for the amount of \$2,100. This is to request an increase of \$1,500 for additional hours of service provided.

PITASSI, Matt	MSE
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The following instructor will be paid a stipend in the amount of \$1,000, paid out of Staff Development funds, for updating/maintaining the FLEX Reporter software for Rio Hondo College during the 2018-19 Academic Year.

KOUTROULIS, Matt	MSE
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Each of the following instructors will be paid a stipend, not to exceed \$150, paid out of Basic Skills Initiative funds, for participation in a one-day “Project-Based Learning: Sustained Support” professional development workshop for follow-up coaching on their project-based learning design and implementation.

KOWALSKI, Vic	MSE
VALDIVIA, Irma	Behavioral & Social Science

Each of the following instructors will be paid a stipend, not to exceed \$150, paid out of Title 5 grant, for participation in a one-day “Project-Based Learning: Sustained Support” professional development workshop for follow-up coaching on their project-based learning design and implementation.

LYNCH, Sheila	Arts & Cultural Programs
MADRIAGAL, Ea	Behavioral & Social Science
MARKOSSIAN, Marina	Comm. & Languages

Each of the following instructors will be paid a stipend, not to exceed \$450, paid out of Basic Skills Initiative funds, for participation in “Project-Based Learning 101 Institute,” a three-day professional development training to design, support, and evaluate collaborative and experiential learning experiences for improved student success.

BASE, Melissa	Comm. & Languages
BENZAHERA, Sidi	MSE
CHANG, Chiu Chin	Comm. & Languages
DALLA DEA, Ariane	Behavioral & Social Sciences
DAZA, Igor	Counseling
GARICA-RIOS, Fatima	Comm. & Languages
GRAHAM, Lynne	MSE
HE, Fendi	MSE
HERNANDEZ-SAUL, Cynthia	MSE
JENSEN, Zachary	Comm. & Languages
MARTINEZ, Chelsea	MSE
MOLINA, Claudia	MSE
MOSLEY, Kimberly	CTE
OLDHAM, Carolyn	Library
OLIVAS, Sally	Comm. & Languages
PEREZ VILLANUEVA, Norma	Comm. & Languages
RODRIGUEZ, Jasmine	Comm. & Languages
ROMO, Claudia	Counseling
VELASQUEZ, Kelly	Behavioral & Social Sciences

Each of the following instructors will be paid a stipend, not to exceed \$450, paid out of Title 5 grant, for participation in “Project-Based Learning 101 Institute,” a three-day professional development training to design, support, and evaluate collaborative and experiential learning experiences for improved student success.

ALMENA, Miguel	Arts & Cultural Programs
ARAGUNDI, Karl	KDA
BECK, Karen	Behavioral & Social Sciences
COOMBS, Kimberly	MSE
ENGLISH, Cameron	MSE
GARG, Garima	MSE
GRIFFITH, Leah	MSE
HOLBROOK, Veronica	MSE
IRWIN, Erin	MSE
JAVANMARD, Mike	Behavioral & Social Science
LEE, Young	Library
RHODES, Angela	Comm. & Languages
SOTELO, Angela	Counseling
TIEU, David	Counseling
VALENZUELA, Javier	Arts & Cultural Programs

The following instructor will be paid a stipend in the amount of \$300, paid out of Online Education funds, for participation in the Peer Online Course Review via @One. The instructor completed a subsequent evaluation and reflection of the training.

PFEIFFER, Jill	Behavioral & Social Sciences
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b. Part-time, Summer 2019

Communications and Languages

MASSIMINO, Brian

c. Hourly as Needed, Summer 2019

Adult Education

DIAZ, Sandy

CALWORKs

SILVA, Diego

Career and Technical Education

ANDERSON, Jill

DIGHERA, Michael

DORNEAN, Marius

FRALA, John

HERZFELD, Shari

LINDY, David

OLSON, Eric

ROMO, Claudia

TOMROY, Steve

(Strong Workforce Program Regional Fund Round II)

BLOD, Lisa Counselor

ROGERS, Hsin-Neh Counselor

Communications and Languages/LAC

AGACER, Adrian

MATA, Moises

HERNANDEZ-SAUL, Cynthia

Counseling

ALVARADO, Guadalupe

BARRIOS, Christina

BERNTHAL, Wyatt

CASTANEDA, Arely

CUEVAS, Victoria

DAZA, Igor

DE LEON, Maribel

MARTINEZ, Angelica

PICHARDO-DIAZ, Dorali

RAMIREZ, Elizabeth

RIVERA, Mary

RODARTE, David

SANDOVAL, Flor

SOTELO, Angela

ESTRADA, Reasey

FLORES, Julio

FLORES-OLSON, Troy

HART, Jeremy

HERNANDEZ, Monica

HERNANDEZ, Yunior

HUINQUEZ, Jorge

LARA, Jose

LOPEZ-MORENO, Nadia

LUCERO, Andreina

THOMAS, Julius

TIEU, David

TORRES, Anacany

VALLADARES, Diana

VILLANUEVA, Viviana

VU, Irene

WAUGH, Christine

Disabled Students Programs and Services

GAW, Rose
LAMPERT, Katherine

EOPS

CAMACHO, Tammy
CLARK, Mary Dennyse
GARCIA, Yvette
O'BRIEN, Katie
REYES, Dianna
RODRIGUEZ, Jose
SAIKALI, Leina

GUARDIANS SCHOLARS

SAENZ, Marisela

Health Science and Nursing (HWI Grant)

HERZFELD, Shari

Library

ARENAS-VELLANOWETH, Vivian
BABOU, Robin
BEELER, Gabriel
GARCIA, Patricia
GUTER, Bruce
LEE, Young
OLDHAM, Carolyn
PALACIOS, Cynthia
RIVAS, Claudia
SINGH, Gina
TRUONG, Irene
YOUNG, Brian

Math, Sciences and Engineering

SPIELER-PERSAD, Gisela

PASS

SANDOVAL, Flor
WAUGH, Christine

Public Safety

CARLSON, Kenneth	NUNES, FRANK
HARMANN, James	ODONNELL, Kevin
JONES, Timothy	RAMIREZ, Eugene
LEE, Michael	VARON, Deborah

Student Health and Psychological Services

CHAVEZ, Daniela
HEAP, Glenn
SANCHEZ, Denna

Student Success

BARRIOS, Christina
CASTADENA, Arely
DAZA, Igor
ESTRADA, Reasey
LOPEZ MORENO, Nadia
LUCERO, Andreina
SANDOVAL, Flor
SOTELO, Angela
TORRES, Anacany
WAUGH, Christine

Student Success and Retention

ARCHAMBAULT, Alan - Math, Science, and Engineering
BARRIOS, Christina – Counseling
DAMMENA, Dimetros - Math, Science, and Engineering
ESTRADA, Reasey – Counseling
GARCIA, Nancy – Math, Science, and Engineering
JENSEN, Zachary – Communications and Languages
KEAWE, Gloria - Communications and Languages
HERNANDEZ-SAUL, Cynthia - Math, Science, and Engineering
LARA, Jose – Counseling
LOPEZ, Nadia – Counseling
LUCERO, Andreina – Counseling
LYNCH, Sheila – Arts and Cultural Programs
MIYAHARA, Jeffrey - Math, Science, and Engineering
O'BRIEN, Katie – EOP&S
OKAMOTO, Tyler – Communications and Languages
OLIVAS, Sally - Communications and Languages
OKELBERRY-GONZALEZ, Lydia - Math, Science, and Engineering
PARSEGHIAN, Levon – Communications and Languages
PEREZ-VILLANUEVA, Norma - Communications and Languages
PITASSI, Matt – Math, Science, and Engineering
ROMO, Claudia - Counseling
RYAN, Mutsuno - Math, Science, and Engineering
TIEU, David – Counseling
TORRES, Anacany – Counseling
WAUGH, Christine - Counseling

Veterans Services

CASTANEDA, Arely

d. Resignation

MAKI, Lauren, Full-Time Counselor, Counseling. Her last day of employment was April 18, 2019.

e. Retirement

NYAGGAH, Lynette, Full-Time Faculty, Communications and Languages. Her last day of employment will be May 23, 2019, with her first day of retirement being May 24, 2019.

2. **Classified**

a. Employment, 2018- 2019

ENRIQUEZ, Matthew, Tool Room Attendant, 25%, 11 months, Career and Technical Education, effective April 15, 2019

GRAHAM, Christine, Physical Education and Athletic Equipment Attendant, 45%, 8 months, Kinesiology, Dance and Athletics, effective April 29, 2019

OREJEL, Jose, Clerk Typist II, 100%, 11 months, South Whittier Educational Center, effective April 24, 2019

Promotion

ARRIAGA, Francine, International Student Specialist, 100%, 12 months, International Student Program, effective May 6, 2019

ROMO, Araceli, Senior Secretary, 100%, 12 months, Student Success, effective May 1, 2019

Substitutes, 2018 – 2019

SANCHEZ, Lorena, Clerk Typist II, EMEC, effective April 29, 2019

b. Resignation

FLORES, Eder, Student Services Assistant, 100%, 12 months, Counseling. His last day of employment was April 17, 2019.

3. **Unrepresented, (AP 7130), 2018-19**

a. Employment, 2018–2019

Continuing Education

Lecturers

ALVA, Jessica

VARKATZAS, Nick

DUSATKO, Larry

Communications and Languages/LAC

Tutor II

LI, Yanping

Math, Sciences and Engineering

Tutor II

LEUNG, Joshua

TRIO/Student Support Services

MEDINA, Maria

Student Success Coach II

ALVAREZ, Pedro

Student Success and Retention

FREEBORN, Cristina

Student Success Coach II

ANAYA, Laura

ESPINOZA, Anthony

Students, 2018 – 2019

AGUIRRE, Jesus, Student Life and Leadership

APODACA, Joyce, Student Life and Leadership

BALDERRAMA, Lauryn, First Year Success Center

FLORES, Brandon, Admissions and Records

HERRERA, Danielle, Math, Science and Engineering

MENDOZA, Griselda, Student Life and Leadership

RODRIGUEZ, Alejandra, First Year Success Center

4. **Declaration of Indefinite Salaries for Retroactive Pay for 2019-2020 for Managers, Faculty, Confidential, and Classified Employees**

Although Education Code Section 45032, 45162, and 87806 provides that salaries can be set at any time during the year, Education Code does not permit retroactive pay. The California Constitution (Article 11, Section 10) prohibits officers or employees from receiving additional compensation for services already rendered. However, courts have generally allowed retroactive pay increase within the constitution, if salaries were legally “indefinite”. In order to do so, since salaries for 2019-20 for Faculty, Administrators, Confidentials and Classified employees may not be set before the school year begins, the Board must take action declaring salaries as “indefinite” for 2019-20.

C. **ACADEMIC AFFAIRS**

1. **Curriculum Items**

a. **New Credit Course that is Part of an Existing Program**

The following credit courses have been recommended for inclusion in our offerings and the catalog:

HET 125: Introduction to Diesel Engines, Fuel Systems and Emissions
(Career & Technical Education)
Degree Applicable; (3.0 Units)

Justification: This course is one of the five courses required for the new Certificate of Achievement in Heavy Equipment Maintenance Technician that is currently under development at the recommendation and approval of the heavy equipment advisory committee members. Its purpose is increasing the employment opportunities of those students that will successfully complete all five courses, which could be accomplished in one year. Heavy equipment machinery is used in a variety of industries such as material handling, construction, transportation, and power generation, and in places such as municipalities, counties, fire

departments, contractor's warehouses, rental equipment yards, parks and recreation, and many others. The students acquiring the skills necessary to service this kind of equipment will be prepared for employment as a maintenance technician in the heavy equipment field.

HMLD 200: Foundations of Critical Infrastructure Protection
(Public Safety)

Degree Applicable; (3.0 Units)

Justification: This is a new course that will be a part of the HMLD degrees and certificate of achievement.

b. New Non-Credit Course

The following non-credit courses have been recommended for inclusion in our offerings and the catalog:

NAJ 001: Public Safety Careers

(Public Safety)

8 Lecture Hours

Justification: Inquirers who have a general interest in the field of Public Safety need guidance in navigating the diverse careers in the field, potential pathways to entry-level positions, and the training requirements and opportunities. Additionally, Pre-Academy inquirers' commitment to training towards a pathway goal is enhanced by orientations to the dynamic responsibilities, challenges, rewards of the Public Safety profession, to the expectations of personal integrity, and to the network of instructors, field trainers, and supervisors who serve various mentoring capacities.

NAJ 002: Public Safety Officer Employment Readiness: Oral Interview and Personal History

(Public Safety)

8 Lecture Hours

Justification: The job application process in public safety fields is multifaceted, and access to orientation and guidance from field professionals and recruitment managers will help ensure a successful application process. The Personal History Statement and Oral Interview are key components of the background investigation in application process for careers in Public Safety.

NAJ 003: Public Safety Officer Lifetime Wellness and Stress Management I

(Public Safety)

8 Lecture Hours

Justification: Public Safety officers need to know how to apply methods for evaluating and managing their physical fitness for a healthy lifestyle necessary for safety and effectively performing duties; must recognize that physical fitness and proper nutrition are critical to maintaining body composition, physical conditioning, and reducing their risk of illness or injury; must learn to recognize the causes of stress and how to manage it effectively in order to protect their personal health and ensure their ability to perform their duties.

NAJ 004: Introduction to Laws of Arrest/Search and Seizure
(Public Safety)

4 Lecture Hours

Justification: Public Safety officers must have an understanding of the amendments to the U.S. Constitution, and similar sections of the California Constitution that are related to the authority, liability, and responsibility they have in making arrests and in executing searches and seizures.

NAJ 005: Fundamentals of Report Writing
(Public Safety)

8 Lecture Hours

Justification: A Public Safety officer's ability to clearly document the facts and activities of an investigation not only reflects on the officer's own professionalism, but also on the ability of the justice system to prosecute the criminal case.

NAJ 006: Public Safety Officer Lifetime Wellness and Stress
Management II
(Public Safety)

6 Lecture Hours

Justification: Public Safety officers need to know how to apply methods for evaluating and managing their physical fitness for a healthy lifestyle necessary for safety and effectively performing duties; must recognize that physical fitness and proper nutrition are critical to maintaining body composition, physical conditioning, and reducing their risk of illness or injury; must learn to recognize the causes of stress and how to manage it effectively in order to protect their personal health and ensure their ability to perform their duties.

NAJ 007: PELLETB: Exam Preparation
(Public Safety)

4 Lecture Hours

Justification: The passing of the PELLETB test is a common obstacle for those seeking admission to the Police Academy. This course supports students in a comprehensive preparation of the multiple components of the written exam and provides resources for self-study.

NVOC 021: OSHA 10 for General Industry
(Career & Technical Education)

14 – 18 Lecture Hours

Justification: The Occupational Safety and Health Administration (OSHA) requires most employers across all industries to educate and train workers regarding their rights to a healthy and safe workplace. While some employers do meet OSHA expectations for worker safety training for task specific work activities many employers fail to meet expectations for increasing worker understanding and awareness of various hazards in the workplace. This course increases employment opportunity for anyone seeking to enter into the workforce, changing or moving into another occupation/job, or just seeking to better understand the role of health and safety in the workplace.

NVOC 027: OSHA 10 for Construction
(Career & Technical Education)
14 – 18 Lecture Hours

Justification: The Occupational Safety and Health Administration (OSHA) requires most employers across all industries to educate and train workers regarding their rights to a healthy and safe workplace. While some employers do meet OSHA expectations for worker safety training for task specific work activities many employers fail to meet expectations for increasing worker understanding and awareness of various hazards in the workplace. This course increases employment opportunity for anyone seeking to enter into the workforce in the construction trades, meets current expectations for existing construction workers or contractors wishing to access construction sites, or for those just seeking to better understand the role of health and safety in the workplace.

This course will offer a non-credit alternative to TCED044 OSHA-10 for the Workplace which will focus on workplace safety for Construction Industry. An equivalent non-credit course with focus on Safety Standards in General Industry can be taken along with this course for credit for TCED044.

c. Unit/Hour Change

The following courses have been recommended for a unit/hour change to reflect an increase/decrease in course content.

FAC 043: Advanced Fire Course
Unit Change: From: .074 to 1.482
To: .148 to 2.962

FTEC 150: Truck Academy Operations
Unit Change: From: 2.0 to 2.5
Hour Change: From: 20 Lecture/60 Lab
To: 25 Lecture/60 Lab

d. New Program

The following degrees/certificates have been recommended for Inclusion in our offerings and catalog.

**Certificate of Achievement – Health Science
Preparation**
(21.5 Units)

11. Resolution No. 050819 Authorizing The Procurement of District-Wide Waste/Trash Handling Services Without Competitive Bidding (See Attachment)

This item was pulled for discussion and separate action. President Dreyfuss reviewed this item with legal counsel and clarified for the Board that this is the first step to approve the resolution and then go out through the RFP process.

Trustee Mendez requested that the District's RFP specify that vendors be union shop and also support environmental efforts.

93.

On the motion of Ms. Lomeli, seconded by Ms. Laureano, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved Resolution No. 050819 authorizing the District to procure District-Wide Waste/Trash Handling Services **without competitive bidding** and authorized the Administration to execute the appropriate documents on behalf of the District. The Student Trustee advisory vote was aye.

The Board of Trustees approved Resolution No. 050819 authorizing the District to procure District-Wide Waste/Trash Handling Services without competitive bidding and authorized the Administration to execute the appropriate documents on behalf of the District.

14. Approve Acceptance of Allocation: 2018-2019 Hunger Free Campus Fund – California Community Colleges Chancellor’s Office

This item was pulled for discussion and separate action.

The Board commended staff on the District’s response to assist students with additional services to address food insecurity. The Board requested that the data analysis be shared on social media to alert students and the community as well.

94.

On the motion of Ms. Santana, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved acceptance of the allocation as described and authorized the Administration to execute the appropriate documents on behalf of the District. The Student Trustee advisory vote was aye.

The California State Legislature approved \$2.5 million dollars of one-time funding in the 2017-18 State Budget for California Community Colleges willing to provide particular services that address the food security of their students. The 2018-19 State Budget allocated \$10 million of additional funds. In order to receive these funds, and pursuant to EC Section 66027.8 (c), colleges must facilitate the activities listed below:

- (1) Designating campus employees to help ensure that students have the information they need to enroll in Cal Fresh.
- (2) Hosting a food pantry or regular food distributions on campus. The campus may partner with a local food bank or food pantry to support this activity.

The Hunger Free Campus funds are being distributed through standard apportionment processes and the amount each college is eligible to receive is based on total student enrollment per the final 2016-17 Recalculation FTES Report and is contingent on facilitating the activities identified above. The allocations are attached and will be issued in P1. Colleges have until June 30, 2020 to expend the funds. Colleges will be required to submit a Mid-Term Expenditure Report by July 15, 2019, and a Final Expenditure Report due July 30, 2020.

The Chancellor's Office allocated \$100,757.00 to Rio Hondo College.

30. Design Services for Music/Wray Theater Renovation/ Remodel-tBP Architects

This item was pulled for discussion and separate action.

Trustee Mendez elaborated that this is going to be a large project and the Board will monitor as appropriate.

95.

On the motion of Ms. Garcia, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved the architectural contract with tBP Architects for design services for the Music/Wray Theater renovation/remodel in the amount not to exceed \$1,788,000 from State and local Bond Fund and authorized the Administration to execute appropriate documents on behalf of the District. The Student Trustee advisory vote was aye.

In 2016, California voters approved Proposition 51, a facilities bond, providing a \$2 billion infrastructure investment in California's community colleges. While only five projects were initially funded in 2018-19, the proposed 2019-2020 budget funds an additional 27 capital outlay projects, including Rio Hondo College's Music/Wray Theater Renovation.

The approximately \$24 million Music/Wray Theater renovation is supported with State funds of \$11.5 million with the remainder to be funded through the college's Bond. The Chancellor's Office expects to notify districts in mid-June of funding for the preliminary and working drawings, amounting to \$2.2 million as per the State Chancellor's Office approved Final Project Proposal (FPP).

tBP Architects have presented a proposal in the amount of \$1.788 million to prepare preliminary and working drawings for the Wray/Music Theater remodel. This fee includes services provided by the Civil, Structural, Mechanical, Electrical, Plumbing, AV/IT, Landscape, Fire Protection, Theater and FF&E Consultants. From a functional perspective, such architectural services will cover all phases of the project from the design process starting with the preliminary plan submittal, through DSA submittals and approvals, the bidding phase as well as construction phases, and the final project close out.

tBP Architects bring extensive design experience in the community college arena, with over 450 renovation/modernization and 300 major new construction projects at 78 California community colleges, totaling \$1.5 billion. Additionally, tBP Architects possess unparalleled and specialized experience having completed 28 Performing Arts/Theater buildings, including Performing Arts/Theater complexes at nearby Cerritos, Citrus, Cypress, Mira Costa, Palomar, Saddleback, and Santiago Canyon Colleges.

III. ACTION ITEMS

A. PRESIDENT'S OFFICE

1. Revision of Board Policies (Final Adoption)

Trustee Garcia stated for the record that there was no public discussion on Board Policy 6323 – Debt Management. She specifically spoke about the process of getting policy to the Board and requested that this topic be visited at a future Board Study Session. While Bond Legal Counsel recommends this policy, the Board of Trustees has a fiduciary responsibility to the District, the residents and should discuss this issue.

96. On the motion of Ms. Santana, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved the revision of Board Policies 4020, 4025, 4030, 4100, 4300, 6326 for final adoption. The Student Trustee advisory vote was aye.

- **BP 4020 Program, Curriculum and Course Development**
- **BP 4025 Philosophy and Criteria for Associate Degrees and General Education**
- **BP 4030 Academic Freedom**
- **BP 4100 Graduation Requirements for Degrees and Certificates**
- **BP 4300 Field Trips and Excursions**
- **BP 6323 Debt Management (New)**

2. **Revision of Board Policies (First Reading)**

97. On the motion of Mr. Valladares, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved the revision of Board Policies 4106, 4220, 4225, 4240, 4250, 4260 for first reading. The Student Trustee advisory vote was aye.

- **BP 4106 Nursing Programs**
- **BP 4220 Standards of Scholarship**
- **BP 4225 Course Repetition**
- **BP 4240 Academic Renewal**
- **BP 4250 Probation, Dismissal, and Readmission**
- **BP 4260 Pre-Requisites and Co-Requisites**

3. **Resolution Declaring Classified School Employees Week**

98. On the motion of Ms. Santana, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved the resolution declaring Classified School Employees Week, the week of May 19-24, 2019. The Student Trustee advisory vote was aye.

IV. INFORMATION ITEMS

1. **Revision of Administrative Procedures**

The following Administrative Procedures were submitted for review below;

- **AP 4260 Prerequisites and Corequisites**
- **AP 4102 Career and Technical Education Programs**
- **AP 4220 Standards of Scholarship**
- **AP 4225 Course Repetition**
- **AP 4250 Probation**
- **AP 4021 Program Discontinuances**
- **AP 4025 Philosophy and Criteria for Associate Degree and General Education**
- **AP 4227 Repeatable Courses**

- AP 4231 Grade Changes
- AP 4232 Pass/No Pass
- 2. Building Program Update
- 3. Special Events Planning Schedule (See attachment)
- 4. Discussion on the Activities for Board Goals
- 5. Board Calendar of Events 2019 (See attachment)

V. **STAFF AND BOARD COMMENTS**

- Board Development Reporting

VI. **CLOSED SESSION**

After reading the items listed under Closed Session, Mr. Mendez recessed the meeting to Closed Session at 10:15PM. The meeting was reconvened at 11:44PM and the following action was reported;

Pursuant to Section 54957:

- **PUBLIC EMPLOYEE EMPLOYMENT**

- **Full-Time, Tenure Track, Music/Voice Instructor**

99. On the motion of Ms. Santana, seconded by Ms. Lomeli, the Board voted by the five members present [García-Yes, Lomeli-Yes, Mendez-Yes, Santana-Yes, Valladares-No] and the Board of Trustees approved Joanne Choe as a Full Time, Tenure Track, Music/Voice Instructor, effective 8/17/19.

- **Full-Time, Temporary, Psychology Instructor (One Year Contract)**

100. On the motion of Ms. Santana, seconded by Mr. Valladares, the Board voted by the five members present [García-Yes, Lomeli-No, Mendez-Yes, Santana-Yes, Valladares-No] and the Board of Trustees approved Nicholas Nardi as a Full Time, Non-Tenure Track, Psychology Instructor, effective 8/17/19.

- **Interim Director, Financial Aid, Scholarships and Veteran's Services**

101. On the motion of Ms. Santana, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved David Levy as the Interim Director, Financial Aid, Scholarships, and Veteran Services. Effective date to be determined.

- **PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE**

No action taken on this item.

- **PUBLIC EMPLOYEE APPOINTMENT**

- ***Superintendent/President***

No action taken on this item.

Pursuant to Section 54957.6:

- **CONFERENCE WITH LABOR NEGOTIATOR**

Agency Negotiator: Teresa Dreyfuss

Employee Organization: CSEA

No action taken on this item.

VII. ADJOURNMENT

Mr. Mendez adjourned the meeting at 11:48PM. The date of the next Regular Board Meeting is Wednesday, June 12, 2019, 6:00PM.

**BEFORE THE GOVERNING BOARD OF THE
RIO HONDO COMMUNITY COLLEGE DISTRICT**

**RESOLUTION AUTHORIZING THE PROCUREMENT OF DISTRICT-WIDE WASTE/
TRASH HANDLING SERVICES WITHOUT COMPETITIVE BIDDING**

RESOLUTION NO. 050819

WHEREAS, the Governing Board of the Rio Hondo Community College District (“District”) has a need to procure solid waste handling and trash services with a qualified vendor; and

WHEREAS, the District’s Governing Board of Trustees (“Board”) has determined that notwithstanding any other provision of law, aspects of solid waste handling including, but not limited to, frequency of collection, means of collection and transportation, level of services, charges and fees, and nature location, and extent of providing solid waste handling services are of a local concern; and

WHEREAS, the District’s Board has determined that it is in the best interest of the District to procure solid waste/ trash handling services by contract without competitive bidding; and

WHEREAS, Public Resources Code section 40059 states that the District may, upon determining that aspects of solid waste/ trash handling are of a local concern, may authorize the procurement of solid waste/ trash handling services by means of a contract without competitive bidding; and

WHEREAS, the District intends on procuring solid waste/ trash handling services in accordance with Public Resources Code section 40059 by requesting and evaluating responses to a Request for Proposals from various qualified vendors, and selecting a vendor that meets the District’s needs and requirements that it determines are in the best interests of the District.

NOW, THEREFORE, the District hereby finds, determines, declares and resolves as follows:

Section 1. All of the recitals set forth above are true and correct, and the District Board so finds and determines.

Section 2. The District intends on procuring solid waste/ trash handling services as allowed and in accordance with Public Resources Code section 40059.

Section 3. The District will request and evaluate responses to a Request for Proposals from various qualified vendors and award a contract to a vendor that meets the District’s needs and requirements that it determines are in the best interests of the District.

Section 4. This resolution shall be effective as of date of its adoption.

APPROVED, PASSED AND ADOPTED by the Governing Board of the Rio Hondo Community College District this 8th day of May, 2019, by the following vote:

AYES:	5
NOES:	0
ABSENT:	0
ABSTAINED:	0

I, Gary Mendez, President of the Rio Hondo Community College District Governing Board, do hereby certify that the foregoing is full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in office of said Board.



President of the Board of Trustees
Rio Hondo Community College District

I, Rosaelva Lomeli, Clerk of the Board of Trustees of the Rio Hondo Community College District Governing Board, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Board of Trustees of the Rio Hondo Community College District Governing Board at a regular meeting thereof held on the 8th day of May, 2019, by the above described vote of the Governing Board;

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Rio Hondo Community College District Governing Board this 8th day of May, 2019.



Clerk of the Board of Trustees
Rio Hondo Community College District