

**MENDOCINO-LAKE COMMUNITY COLLEGE DISTRICT  
MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES**

A regular meeting of the Mendocino-Lake Community College District Board of Trustees was convened on Wednesday, August 11, 2021, using ZOOM remote meeting technology.

**GENERAL MATTERS**

*Call to Order*                    Trustee Pinoli, Board President, called the meeting to order at 4:30 PM.

<i>Board Members</i>	President	Robert Jason Pinoli	present
	Vice President	Marie L. Myers	present
	Clerk	Ed Nickerman	present
	Trustee	Xochilt Martinez	present
	Trustee	John Tomkins	present
	Trustee	TeMashio Anderson	absent
	Trustee	Noel O’Neill	present
	Student Trustee	Leonardo Rodriguez	present

*Secretary*                    Timothy Karas, Superintendent/President (absent)

*Support Staff*                Mary Lamb, Executive Assistant to the Superintendent/President

*Staff Representatives*      Eileen Cichocki, Assistant Superintendent/Vice President of Administrative Services (present)  
Debra Polak, Vice President of Academic Affairs (present)  
Ulises Velasco, Vice President of Student Services (present)  
Nicole Marin, Director of Human Resources (present)

<i>Constituent Representatives</i>	Academic Senate	Catherine Indermill, President (present)
	Classified Senate	Lauren Simmonds, President (present)
	Management Team	Janet Daugherty, President (present)

*Agenda Approval*            M/S (Nickerman/Tomkins) to approve the agenda as presented. The matter was approved via the following vote:

Ayes	Nickerman, O’Neill, Martinez, Myers, Tomkins and Pinoli
Noes	None
Abstentions	None
Absent	Anderson
Advisory Vote	Rodriguez – aye

*Approval of Minutes*      M/S (Nickerman/Tomkins) to approve the minutes of the regular board meeting held on June 9, 2021, as amended. The amendment being the additions and/or changes to first and second paragraphs under the Big Picture Item. The matter was approved with the following vote:

Ayes	Martinez, Nickerman, O’Neill, Myers, Tomkins, and
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	Pinoli
Noes	None
Abstentions	None
Absent	Anderson
Advisory Vote	Rodriguez – aye

Board President Pinoli informed the meeting participants that Superintendent/President Karas is not present at tonight’s meeting due to a family emergency he needed to address, and it is anticipated he will be returning to campus next week.

*Public Comment on  
Closed Session Items*

There were no comments made on closed session items.

**CLOSED SESSION**

The Board adjourned to Closed Session at 4:37 PM with Board President Pinoli stating items 2.1, 2.2 and 2.3 would be discussed in closed session.

**OPEN SESSION**

*Report of Action  
Taken in Closed  
Session*

The Board returned to open session at 5:08 PM with Board President Pinoli reporting the following from closed session:

There was no action taken by the Board on items 2.1 and 2.2. On item #2.3, the board took the following action:

“In closed session on June 10, 2021, the Board of Trustees unanimously took action to terminate a Facilities Specialist. The District has not received an appeal, and so the Board’s action is final.”

*Public Comments*

There following members of the public addressed the board at this time:

Lois O’Rourke, President of SEIU 1021 at the college addressed the board. Initially, she addressed the board regarding Board Policy 718 and spoke in opposition of deleting it.

She also addressed the current budget. She stated we currently have the largest reserve in college history and shared that now is the time for the Board to show its support of the staff especially in the area of a cost-of-living adjustment.

**PRESIDENT AND ADMINISTRATION REPORT**

A written report was presented by Superintendent/President Karas. Assistant Superintendent/Vice President of Administrative Services Cichocki added the following information:

Assistant Superintendent/Vice President of Administrative Services extended an invitation to the trustees to attend the college’s inservice meeting which will be held this Friday beginning at 9:00 AM using a virtual format.

**CONSENT AGENDA**

M/S (Tomkins/Nickerman) Board of Trustees does hereby approve the Consent Agenda as presented. The consent agenda was approved with the following vote:

Ayes	Martinez, Myers, O’Neill, Tomkins, and Pinoli
Noes	None
Abstentions	None
Absent	Anderson and Nickerman
Advisory Vote	Rodriguez - aye

Items with an asterisk \* were approved by one motion as the Consent Agenda.

**Personnel**

*Consideration to approve Personnel List – Short Term Non-Continuing Employees*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby ratify the employment of the short-term non-continuing (STNC) employees as submitted and presented at the meeting pending receipt of all necessary employment eligibility requirements.

*Consideration to approve personnel List – Part-Time Faculty*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the employment of the Part-Time Faculty for the Fall 2021 semester as presented pending receipt of all necessary employment eligibility requirements.

*Consideration to approve the List of Volunteers*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby approve the list of volunteers as presented.

*Consideration to approve Employment – Classified*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby employs Nicholas Orloff as Instructional Technology Specialist, effective August 1, 2021; and Amber Shrum as Learning Center Assistant, effective September 1, 2021; pending receipt of all necessary employment eligibility requirements.

*Consideration to approve Employment – Full-Time Faculty*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby employs Mr. Michael Pratt as a tenure-track full-time instructor in Automotive Technology, effective August 13, 2021; and Maria (Meztli) Avina Patino as a tenure-track full-time counselor in EOPS/CARE effective September 1, 2021, pending receipt of all necessary employment eligibility requirements.

*Consideration to approve Transfer - Classified*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the transfer of Beatriz Sanchez, Administrative Assistant II, effective October 1, 2021, as presented.

*Consideration to approve Working Out of Class Compensation*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the working out of class compensation for Amy Nelson and Jana Rauch as presented.

*Consideration to ratify the Mendocino-Lake Community College Part Time Faculty Bargaining Unit/MPFA 2021-24 Tentative Agreement*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby ratifies the 2021-2024 Tentative Agreement between the Mendocino-Lake Community College District and the Mendocino-Part Time Faculty Association (MPFA) as presented.

**Other Items**

*Fiscal Report as of June 30, 2021*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby accepts the fiscal report as of June 30, 2021, as presented.

*Donation*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby accepts the donation to Mendocino College by Dave and Lisa Williams.

*2021/2022 Mendocino College Catalog Addendum*

\*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the 2021/2022 Mendocino College catalog addendum.

**ACTION ITEMS**

*Contracts and Agreements – Quarterly Ratification*

After reviewing the information presented and subsequent discussion, the board took the following action:

M/S (Myers/Tomkins) that the Mendocino-Lake Community College District Board of Trustees does hereby ratify the list of contracts and agreements as provided on the compilation with the following vote:

Ayes	Myers, O’Neill, Tomkins, and Pinoli
Noes	None
Abstentions	None
Absent	Anderson, Martinez, Nickerman
Advisory Vote	Rodriguez - aye

*2021/2022 Appropriation Limit – Resolution No 08-21-01*

After reviewing the information presented and discussion, the board took the following action:

M/S (O’Neill/Myers) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt Resolution No. 08-21-01 establishing the Mendocino-Lake Community College District’s Appropriation Limit for fiscal year 2021/2022 at \$27,000,243 with the following vote:

Ayes	Martinez, Nickerman, Myers, O’Neill, Tomkins, and Pinoli
Noes	None
Abstentions	None
Absent	Anderson
Advisory Vote	Rodriguez - aye

*Child Development*

After reviewing the information presented, the board took the following action:

*Center Contract –  
Resolution 08-21-02*

M/S (Nickerman/Myers) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt Resolution 08-21-02, California Department of Education Contract Number CCTR-0148 in the amount of \$223,908.00 with the following vote:

Ayes	Martinez, Nickerman, Myers, Anderson, O’Neill, Tomkins, and Pinoli
Noes	None
Abstentions	None
Absent	Anderson
Advisory Vote	Rodriguez - aye

*Child Development  
Center Contract –  
Resolution 08-21-03*

After reviewing the information presented, the board took the following action:

M/S (Nickerman/Myers) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt Resolution 08-21-03, California Department of Education Contract Number CSPP-1295 in the amount of \$249,209.00 with the following vote:

Ayes	Martinez, Nickerman, Myers, Anderson, O’Neill, Tomkins, and Pinoli
Noes	None
Abstentions	None
Absent	Anderson
Advisory Vote	Rodriguez - aye

*Board Policy  
Deletion – Second  
Reading*

After reviewing the information presented and discussion, the board took the following action:

M/S (Nickerman/Tomkins) that the Mendocino-Lake Community College District Board of Trustees does hereby approve deletion of Board Policy 718 as presented with the following vote:

Ayes	Martinez, Nickerman, Myers, Anderson, O’Neill, Tomkins, and Pinoli
Noes	None
Abstentions	None
Absent	Anderson
Advisory Vote	Rodriguez – aye

**INFORMATIONAL REPORTS**

*Mendocino College  
Foundation, Inc.*

A written report was submitted by the Mendocino College Foundation staff. Joe Atherton, Director of Fiscal Services stated he had nothing to add.

*Constituents Group  
Reports*

**Academic Senate**

A written report was submitted by Academic Senate President Indermill who stated she had nothing to add.

### **Classified Senate**

A written report was submitted by Classified Senate President Lauren Simmonds who stated she had nothing to add.

### **Management Team**

A written report was submitted by Management Team President Janet Daugherty who stated she had nothing to add.

### **TRUSTEE COMMUNICATION**

#### *Establishment of Board Policies and Procedures Ad-Hoc Committee*

The following board members were appointed to the board policies and procedures ad-hoc committee which will be responsible for reviewing the policies and procedures in section two prior to submission to the full board for final approval.

- Trustee O'Neill and Trustee Martinez will be working with the Superintendent/President on the policies and procedures in section two throughout the year. Superintendent/President Karas will reach out to them to finalize the next steps in the process.

#### *Trustee Decorum*

Board President Pinoli lead the discussion on trustee decorum.

Trustee Pinoli outlined the process in which he was involved regarding the paramedic program. He outlined how the initial discussion came about, how he presented the topic for discussion at the board meeting, and then talked about the college approval process which can be very lengthy.

He asked that when any trustee has something they would like to have introduced, please be sure to take it through the appropriate steps and don't take it upon yourself to work outside the process.

#### *Trustee Reports*

Trustees commented orally on their recent college-related activities.

Trustee Martinez stated she had nothing to report at this time.

Trustee Myers added she had nothing to report.

Trustee Nickerman informed the board he had nothing to report.

Trustee O'Neill had nothing to report at this time.

Trustee Tomkins stated he had nothing to report.

Trustee Pinoli had nothing to add.

Student Trustee Rodriguez stated he had nothing to report.

#### *Future Agenda Items*

The current list of future agenda items includes the following with additional comments from members of the Board of Trustees:

- Diversity training for Board members – Trustee Martinez requested this item and feels it needs to be either a workshop or special meeting. It should not be a lecture but more of a reflection and participation by members of the board. For this reason, she feels it needs to be when we are once again able to meet in person.
- Essential needs for Trustee onboarding
- Outreach to the community and the various tribes
- A workshop or presentation on the next phase plans for the three centers
- A big picture presentation similar to the presentation with the Lake County Superintendent of Schools.
- Site visits at all the sites including courses offered and equipment available.

Board President Pinoli informed the board we will have a big picture item presented at September's meeting.

The September regular meeting will be held on September 8<sup>th</sup> beginning at 4:00 PM in room 4210. Participants can still join this meeting via zoom if they prefer but this will be the last meeting date covered under the Governor's Executive Order.

In addition, future meetings will include a digital component which will allow others to participate without physically being on campus.

*Adjournment*

With agenda business concluded, Board President Pinoli declared the meeting adjourned at 5:45 PM.

Submitted by:

Eileen Cichocki, Assistant Superintendent/President and Vice President of  
Administrative Services  
Acting Secretary, Board of Trustees