

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, November 10, 2021, at Mendocino College, 1000 Hensley Creek Road, Ukiah, CA and also using ZOOM remote meeting technology.

GENERAL MATTERS

Call to Order Trustee Pinoli, Board President, called the meeting to order at 4:00 PM.

<i>Board Members</i>	President	Robert Jason Pinoli	present
	Vice President	Marie L. Myers	present
	Trustee	Ed Nickerman	present
	Clerk	Xochilt Martinez	Arrived at 4:24 pm
	Trustee	John Tomkins	present
	Trustee	TeMashio Anderson	present
	Trustee	Noel O’Neill	present
	Student Trustee	Leonardo Rodriguez	Arrived at 4:06 PM

Secretary Timothy Karas, Superintendent/President (present)

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

Staff Representatives Eileen Cichocki, Assistant Superintendent/Vice President of Administrative Services (absent)
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 (Tomkins/Nickerman) to approve the agenda as presented. The matter was approved via the following vote:

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

Approval of Minutes M/S (Tomkins/Nickerman) to approve the minutes of the regular board meeting held on October 13, 2021, as presented. The matter was approved with the following vote:

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

Public Comment on Closed Session Items There were no comments made on closed session items.

CLOSED SESSION

The Board President Pinoli announced there would be no closed session discussions held this evening.

Public Comments There were no comments from the public

PRESIDENT AND ADMINISTRATION REPORT

A written report was presented by Superintendent/President Karas who added the following information:

Over the weekend, the Mendocino College Repertory Dance Company performed for an outdoor audience on the Ukiah campus.

Superintendent/President Karas informed the board he recently had the privilege of giving the welcome for the Native American Heritage Month kick-off event where Trustee Anderson performed the Native blessing.

He also had the opportunity to meet with several of our faculty members at the local AAUW meeting last evening in Ukiah.

The men’s and women’s soccer and women’s volleyball seasons have now completed and we are starting the men’s and women’s basketball season.

We recently reviewed the student trustee privileges which were granted by the Board in May 2021. Upon review, we realized the board has awarded our student trustee with the highest level of privileges which can be granted.

CONSENT AGENDA

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

Ayes	Myers, O’Neill, Tomkins, Anderson, Nickerman and Pinoli
Noes	None
Abstentions	None
Absent	Martinez
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 Employment – Classified

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby employs Jennifer Lombardi as Accounting Specialist effective November 15, 2021; Samantha Barrera-Stanford as Human Resources Technician effective December 1, 2021; Bonnie Lockhart as Student Equity and Achievement Specialist, effective January 21, 2022; and Augusto Calderon as Programmer Analyst, Sr., effective January 1, 2022; pending receipt of all necessary employment eligibility requirements.

Consideration to approve Employment – Full-Time Temporary Faculty

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby employs Debra Summit, Full-Time Temporary Faculty, Nursing, effective January 14, 2022; pending receipt of all necessary employment eligibility requirements.

Consideration to approve Employment – Temporary Classified Administrator

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby ratifies the employment of Alyson Bailey-Blair, Temporary Director of COVID-19 Response, effective November 1, 2021.

Consideration of Transfer – Classified

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby approves the transfer of Manuel Galicia, Outreach and Support Specialist (HEP), effective January 1, 2022.

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 Jana Rauch as presented.

Consideration of the Mendocino-Lake Community College District Reopens to Mendocino-Lake Community College Classified Bargaining Unit/SEIU, Local 1021 (MLCCCBU) 2022/23

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby receives the initial 2022/23 collective bargaining proposal from Mendocino-Lake Community College District and directs the Superintendent/President to receive related public comments prior to the December Board meeting.

Other Items

*Fiscal Report as of
September 30, 2021*

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

*Quarterly Fiscal
Status Report –
AB2910*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby accepts the Quarterly Fiscal Status Report as presented.

*Authorization for
Remote
Teleconference
Meetings –
Resolution 11-21-01*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees hereby adopt Resolution #11-21-01 and authorizes the continuation of virtual meetings pursuant to the conditions outlined in Assembly Bill 361 as presented.

*Sale of Surplus
Property*

*RESOLVED, That the Mendocino-Lake Community College District Board of Trustees does hereby authorize the sale of the surplus property as listed on Attachment A and further authorizes staff to dispose of property with an insufficient value to defray the costs of arranging a sale in a manner consistent with the College's commitment to recycling.

ACTION ITEMS

*Award of Contract –
North County Center
HVAC Project*

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

M/S (Nickerman/Myers) that the Mendocino-Lake Community College District Board of Trustees does hereby award the contract for the North County Center HVAC Project to Matrix HG, Inc. for \$92,244 with the following vote:

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

*Board Policy
Additions and
Revisions – Second
Reading*

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

M/S (Nickerman/O'Neill) that the Mendocino-Lake Community College District Board of Trustees does hereby adopt Board Policy 2010- Board Membership; Board Policy 2200 – Board Duties and Responsibility; Board Policy 2431 – Superintendent/President Selection and Board Policy 2432 – Superintendent/President Succession as presented with the following vote:

Ayes	Nickerman, Myers, O'Neill, Tomkins, Anderson and Pinoli
Noes	None
Abstentions	None
Absent	Martinez

Big Picture

A presentation entitled “Big Picture/Big Projects at MLCCD” was made by Director of Facilities Lojowsky.

Every June, the 5-year plan comes before the board for approval. We have now begun making some movement on those projects.

The District Priorities established by the Board of Trustees in October 2021 includes a priority which states “Demonstrate purposeful allocation of resources, make strategic investments in technology, infrastructure, facilities, and strengthen sustainable and resilient practices to create a supportive and collaborative 21st Century learning environment.” Some of the projects currently in the works include the following:

Self-Generation Incentive Program (SGIP) – This is a \$1.5 million dollar grant project which utilizes a battery storage system to capture excess electrical production during peak daylight times and deploys the production back to the District during times of peak electrical demand. Sunpower was awarded this project which includes a guaranteed savings of \$145,000 pr year for 15 years and is currently scheduled for installation in August 2022.

Emergency Access Road – Hensley Creek Road has one-way in and one-way out. The College Foundation began purchasing neighboring properties in 2015 with the goal of establishing an emergency access road. Establishment of an access road was a primary recommendation which came out of the active shooter drill held in conjunction with the Mendocino County Sheriff’s Department in 2016. With this in mind, we applied for the Community Foundation of Mendocino County resiliency Grant to help fund this project. Currently 30% of the plans are complete with a ROM estimate at \$1.5 million. Anticipated construction is slated for summer 2022.

North County Center Phase 2 – We submitted our initial project proposal in 2017 based on our enrollments at that time. We scored well at that time. The ACBO facilities task force changed the scoring metrics to align with Visions for Success from the Chancellor’s Office in 2019-20. With this change in mind, we resubmitted our proposal in 2020 and scored even better than our previous submission. We are now working on a Formal Project Proposal for submission in July 2022. The proposal would add an additional 12,000-15,000 square feet of space to the Center and the district would need to pay 50% of the total cost of the project. If approved, the additional space would open to students in the fall 2028.

Fine Woodworking at the Coast – This program is currently housed in an old warehouse building built in early 1980s. It is approximately 4,000 square feet in size and is located four miles away from the Coast Center campus. Our plan would be to move the Fine Woodworking program to the Coast Center which would create flexible maker space and would bring the woodworking students to the Coast Center and its culture.

Lake Center Parking Lots – Phase 2 – The parking lots need resurfacing. Phase 2 has not yet defined but enrollments are not yet ready to support the expansion. A 2018 study determined a 160 kWh solar carport system was feasible.

Ukiah Campus – The parking lots are in worse shape than the Lake Center and are deteriorating. Currently, it is estimated there are 5-10 years useful life remaining. Current costs would equate to approximately \$1-\$2 million and no State funding can be used. We may need to possibly consider a parking fee in the future to cover these costs.

Trustee Anderson asked about the possibility of a microgrid as part of the SGIP project. Director Lojowsky stated we are definitely interested but when we applied for it as part of the grant, we did not receive that portion. Trustee Anderson added the Lake Center also only has one-way in and one-way out. Director Lojowsky replied the Lake Center does not currently have the enrollments to support an alternative plan. Trustee Anderson then asked about the plan to increase enrollments. Vice President Polak addressed the enrollment question by stating enrollments began to decline with the fires in Lake County and was exacerbated with the COVID pandemic but we are currently working with dual enrollment as well as mapping a 4-year plan so students can see a pathway to meet their educational goals.

Trustee Myers asked about the access road and whether the neighbors are in agreement with this? Director Lojowsky stated he has spoken with the neighbor closest to the college and he agrees. He added there will be no additional traffic or congestion as the access road will be blocked by gates and will be used for emergency access only.

Trustee Nickerman stated the construction program in Fort Bragg should build their own building.

Trustee O'Neill stated he is in support of all the projects and finds the upcoming changes very exciting.

Trustee Tomkins asked which of these projects is the most important? Director Lojowsky stated each project has its own benefits and all of the projects are important and have all gone through the participatory governance process.

Student Trustee Rodriguez added that all of these are great projects and we should look at matching the human infrastructure with the facilities.

Trustee Pinoli thanked Director Lojowsky for the information and the presentation. He added he would like to see the Superintendent/President draft a capital budget and bring to the board as an action item that could be used to fund some of these projects. This draft would then become part of the board budget priorities in the spring.

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

*Board Policies
Additions and
Revisions – First
Reading*

Board policy 2015 – Student Member; Board Policy 2110 – Vacancies on the Board; Administrative Procedure 2110.1 – Vacancies on the Board; Board Policy 2305 – Annual Organizational Meeting; Board Policy 2310 – Regular Meetings of the Board; Board Policy 2315 – Closed Sessions; Board Policy 2320 – Special and Emergency Meetings; Administrative Procedure 2320.1 – Special and Emergency Meetings; Board Policy 2330 – Quorum and Voting; Board Policy 2340 – Agendas and Board Policy 2360 - Minutes were presented for review and discussion. Additional discussion and/or adoption of these policies will take place at the December 2021 board meeting.

*Board Policy
Deletion – First
Reading*

Board Policy 317 – Political Activity on Campus is presented for deletion. Additional discussion and/or action on this policy will take place at the December 2021 board meeting.

*College and Careers
Access Pathways
(CCAP) Partnership
Agreement – First
Reading*

A copy of a new College and Careers Access Pathways (CCAP) partnership agreement with the Leggett Valley Unified School District is presented as information for review. This agreement will be presented at the December 2021 board meeting for further discussion and action by the Board of Trustees

Trustee Reports

Trustees commented orally on their recent college-related activities.

Trustee Anderson informed the board he met with Lake Center Director Flores and Dean Xu regarding input he had received from the communities in Lake County regarding the college.

Trustee Martinez stated she had nothing to report

Trustee Myers informed the board she was able to attend the plant sale and met the new Agriculture instructor Kurt Voigt. She added the Classified FunRaiser is always a great event and encouraged the other trustees to participate.

Trustee Nickerman stated he had nothing to report.

Trustee O'Neill informed the other board members his participation on the Board Policy ad-hoc committee has been and continues to be very informative.

Trustee Tomkins stated he had nothing to add.

Student Trustee Rodriguez stated he is excited to be back on campus next spring and is wondering about any welcome back events. He added the ASMC would be anxious to participate and help in any way they can.

Trustee Pinoli informed the board about the possibility of holding a joint meeting with the Foundation during a meeting in January. He also added that trustees need to be thinking about who they would like to see as officers for the next year as the elections will be taking place at the December meeting.

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 – move to try and find a date for a workshop – wants to wait a little longer in order to have outside presenters, etc.
- 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 workshop for board members regarding the process and how we handle the public as a board
- An ongoing conversation about the role Student Trustees can have in their individual districts. Discussion would include what it would mean for the board. Trustee Martinez would also like to have more information about the role of the student trustee.

Adjournment

With agenda business concluded, Board President Pinoli declared the meeting adjourned at 5:00 PM.

Submitted by:

Tim Karas, Superintendent/President
Secretary, Board of Trustees