



AGENDA
MEETINGS OF THE GOVERNING BOARD
CHAFFEY COMMUNITY COLLEGE DISTRICT
Thursday, August 27, 2020

Pursuant to Governor Newsom's Executive Order N-29-20, dated March 17, 2020, members of the Governing Board of the Chaffey Community College District, staff, and the public will participate in the May 28, 2020 meeting via videoconference. To avoid exposure to COVID-19, this meeting will be held via videoconference and can be accessed at the following link: <https://www.chaffey.edu/leadership/governingboard.php>

Public comments for this meeting will only be accessible via email and should be sent to presidents.office@chaffey.edu. Submissions must be received prior to the posted start time of the Board meeting. Please include in the email subject line: *Public Comments for the Governing Board Meeting of August 27, 2020*. Please indicate in your email if you are addressing a specific agenda item or if you are making a comment regarding an item not on the agenda. All submissions received will be considered a public record under the Public Records Act and are therefore subject to public disclosure. Submissions will be read into the record at the Board meeting and must comply with the three-minute time limit.

- I. **REGULAR SESSION**
 - A. CALL TO ORDER (2:00 p.m.)
- II. **CLOSED SESSION**
 - A. PUBLIC COMMENTS ON CLOSED SESSION AGENDA
 - B. RECESS TO CLOSED SESSION
- III. **STUDY SESSION**
 - A. CONVENE IN OPEN SESSION
 - B. AGENDA
 1. Distance Education/Remote Learning for Fall 2020
- IV. **REGULAR SESSION**
 - A. RECONVENE IN REGULAR SESSION
 1. Pledge of Allegiance
 - B. PUBLIC COMMENTS
 - C. COMMUNITY LINKAGES
 1. Governing Board
 2. Legislative Update
 3. Presentations
 4. Foundation
 - D. REPORTS
 1. Closed Session Actions
 2. Monitoring
 - a. Quarterly Investment Report

E. PUBLIC HEARINGS

1. Human Resources
 - a. Public Virtual Hearing Joint Proposal/Preliminary Agreement of the Chaffey College Faculty Association and Chaffey Community College District
 - b. Joint Proposal/Preliminary Agreement of the Chaffey College Faculty Association and Chaffey Community College District for Consideration by the Governing Board for Adoption

F. CONSENT AGENDA

1. Governance Process
 - a. Approval of Minutes, July 23, 2020
2. Business/Fiscal Affairs
 - a. Designation of Newspaper for Publication Notice of the 2020-2021 Budget Public Virtual Hearing and Dates and Times for Public Virtual Inspection and Public Virtual Hearing
 - b. Disposal of District Property: Electronic Equipment and Miscellaneous Materials
 - c. Inland Southern California United Way COVID-19 Relief Fund Grant
 - d. Lease Extension: Chaffey College Chino IT Building
3. Human Resources
 - a. Management Personnel Plan/Employment Contract
 - b. Management Temporary Assignment

G. ACTION AGENDA

1. Business/Fiscal Affairs
 - a. Approval to Enter into a Land Use Agreement with Biane Brothers
 - b. Contract, Purchase Order, and Warrant Lists

H. CEO/STAFF REPORTS

1. Superintendent/President
2. Faculty Senate
3. Classified Senate
4. California School Employees Association (CSEA)
5. Chaffey College Faculty Association (CCFA)
6. Child Development Center Faculty Association (CDCFA)

I. BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

V. **ADJOURNMENT**

The next regular meeting of the Governing Board will be Thursday, September 24, 2020.

Complete agenda may be viewed at [www.chaffey.edu/governing board](http://www.chaffey.edu/governing%20board)

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

(Information)

August 27, 2020
Board Meeting Date

TOPIC QUARTERLY INVESTMENT REPORT

Communication No. IV.D.2.a

SUPPORTS BOARD POLICY

Board Policy 6320 Investments - The Superintendent/President is responsible for ensuring that the funds of the District are invested that are not required for the immediate needs of the District. Investments shall be in accordance with law.

PROPOSAL

To present the quarterly investment report for the quarter ended June 30, 2020, for information only.

BACKGROUND

As recommended in Government Code 53646, the district investment reports may be presented to the board quarterly. The quarterly investment report for the period ended June 30, 2020 is attached.

BUDGET IMPLICATIONS

Funding Source – All funds

Status of Funds – N/A

Future Implications – N/A

RECOMMENDATION

To review the quarterly investment report for the quarter ended June 30, 2020, as presented.

| | |
|-----------------|-----------------------------------------------------------------------------------|
| Prepared by: | Anita D. Undercoffer, Executive Director, Budgeting and Fiscal Services |
| Reviewed by: | Lisa Bailey, Associate Superintendent, Business Services and Economic Development |
| Recommended by: | Henry D. Shannon, Superintendent/President |

Chaffey Community College District Investment Report



Governing Board

Gloria Negrete McLeod, President
Gary C. Ovitt, Vice President
Lee C. McDougal, Clerk
Katherine Roberts, Member
Kathleen R. Brugger, Immediate Past President

Lauren Sanders, Student Trustee

Dr. Henry D. Shannon, Superintendent/President

June 30, 2020

Chaffey Community College District

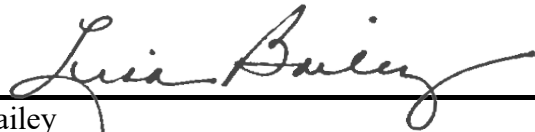
Investment Report

Summary

For The Period Ended June 30, 2020

| General Portfolio | Fund Value | Market Value |
|--------------------------------------------------------------------|-----------------------|-----------------------|
| General Portfolio | | |
| District Funds Investment Pool | \$ 305,027,113 | \$ 310,242,874 |
| Other Investments | 1,493,049 | 1,493,174 |
| Irrevocable Trusts | 8,629,091 | 10,739,237 |
| Chaffey District Funds with Financial Institutions - Bank Deposits | 1,997,683 | 1,997,683 |
| Total General Portfolio | \$ 317,146,935 | \$ 324,472,968 |

1. I hereby certify that the investments are in compliance with the investment guidelines statement adopted by the Governing Board.
2. The District has the ability to meet its budgeted expenditures for the next six months.
3. The market values for funds held in checking accounts and money market funds does not change.
4. The fiscal agent provided the market values for investments held in their accounts.
5. The checking accounts include Associated Student Body and other District cash funds.
6. This report meets the requirement of Government Code Sections 16481, 53646, and 53601.

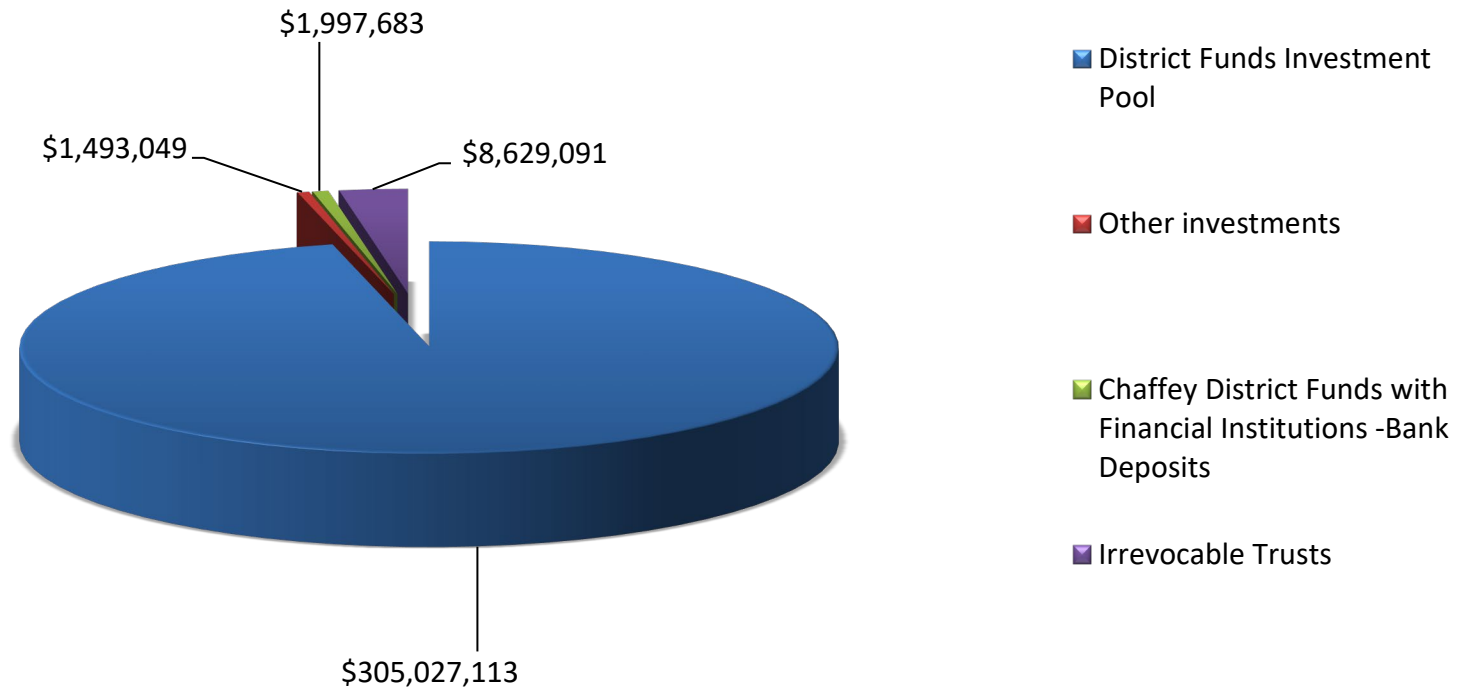


Lisa Bailey

Associate Superintendent, Business Services & Economic Development

Chaffey Community College District
Investment Report

Summary
For The Period Ended June 30, 2020



Chaffey Community College District

Investment Report

Chaffey District Funds in San Bernardino County Investment Pool

For The Period Ended June 30, 2020

| Funds/Accounts in County Investment Pool | Fund Number | Account Number | Fund Total | |
|----------------------------------------------|----------------|-------------------|----------------|----------------|
| General Fund | 10 | 9110 | \$ 55,699,155 | |
| Bond Debt Service Fund | 21 | 9110 | 37,537,784 | |
| Children's Center | 33 | 9110 | 2,619,584 | |
| Bond Fund - Measure L | 40 | 9110 | 8,239,711 | |
| Capital Projects | 41 | 9110 | 13,828,012 | |
| Scheduled Maintenance | 42 | 9110 | 51,173 | |
| Bond Fund - Measure P | 43 | 9110 | 170,707,239 | |
| Bond Fund - Measure L: Series D | 45 | 9110 | 3,774 | |
| Bond Fund - Measure L: Series E | 46 | 9110 | 6,357 | |
| Bond Fund - Measure P: Taxable | 47 | 9110 | 14,982,899 | |
| Self-Insurance Fund | 61 | 9110 | 837,479 | |
| Vacation Liability | 69 | 9110 | 513,946 | |
| Total Funds in County Investment Pool | | | \$ 305,027,113 | \$ 310,242,874 |
| Annualized Yield for Quarter Ended | 3/31/2020 | 1.83% | | |
| Annualized Yield for Quarter Ended | 6/30/2020 | 1.44% | | |

| Other Investments | Fund Total | Market Value |
|-----------------------------------|--------------|--------------|
| US Bank/Payden & Rygel - Series E | 1,493,049 | 1,493,174 |
| Total Other Investments | \$ 1,493,049 | \$ 1,493,174 |

| Irrevocable Trusts | Fund Total | Market Value |
|---------------------------------------------------------------|--------------|---------------|
| Benefit Trust Company - Other Post Employment Benefits (OPEB) | 7,439,716 | 9,200,986 |
| Benefit Trust Company - Pension Stabilization Trust (PST) | 1,189,375 | 1,538,251 |
| Total Irrevocable Trusts | \$ 8,629,091 | \$ 10,739,237 |

*Note 1: Market value share equates to the District's pro-rata share of the market value of the entire County Pool.

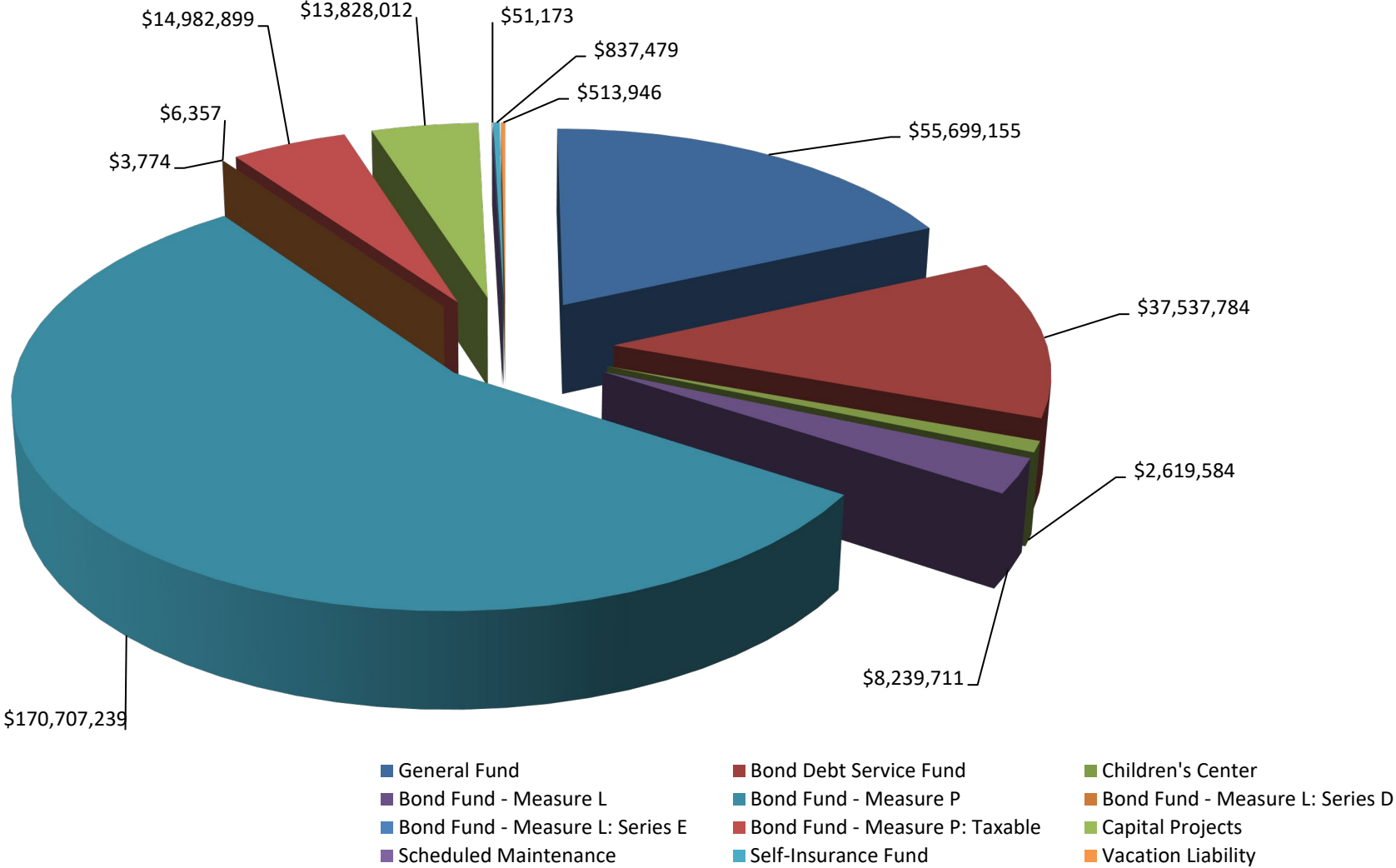
*Note 2: See County Pool Summary on page 5 for further details of County Treasury Investments.

Chaffey Community College

Investment Report

Chaffey District Funds in San Bernardino County Investment Pool

For The Period Ended June 30, 2020



Chaffey Community College District

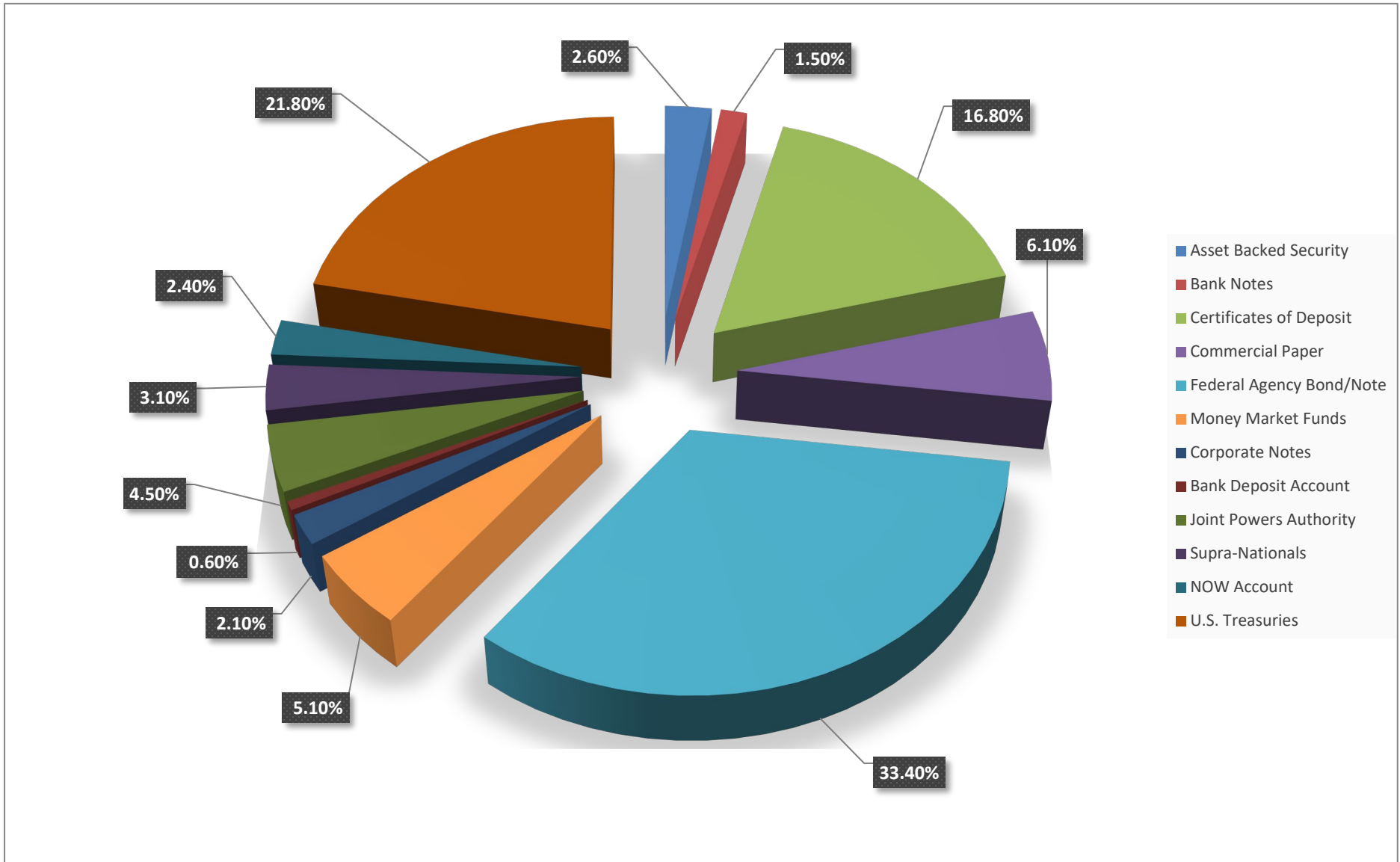
Investment Report

San Bernardino County Pool Summary

For The Period Ended June 30, 2020

| Security Type | Par(\$) | Amortized Cost | Market Value | Yield to Maturity |
|--------------------------|--------------------------------|--------------------------------|--------------------------------|----------------------|
| Asset Backed Security | \$ 214,821,924 | \$ 214,996,613 | \$ 218,651,278 | 2.03% |
| Bank Notes | 121,470,000 | 121,438,881 | 123,194,418 | 2.29% |
| Certificates of Deposit | 1,400,000,000 | 1,400,000,000 | 1,401,144,963 | 0.94% |
| Commercial Paper | 515,000,000 | 514,402,092 | 514,672,115 | 0.87% |
| Corporate Notes | 168,590,000 | 168,211,381 | 171,704,069 | 2.18% |
| Federal Agencies | 2,727,335,000 | 2,731,131,131 | 2,787,790,095 | 1.62% |
| Supre - National | 250,000,000 | 250,205,529 | 256,897,475 | 2.31% |
| Money Market Funds | 433,000,000 | 433,000,000 | 433,000,000 | 0.07% |
| Bank Deposit Account | 50,000,000 | 50,000,000 | 50,000,000 | 0.20% |
| Joint Powers Authority | 375,000,000 | 375,000,000 | 375,000,000 | 0.48% |
| NOW Account | 200,000,000 | 200,000,000 | 200,000,000 | 0.35% |
| U.S. Treasuries | 1,750,000,000 | 1,746,280,954 | 1,816,902,350 | 2.06% |
| Total Securities | <u><u>\$ 8,205,216,924</u></u> | <u><u>\$ 8,204,666,581</u></u> | <u><u>\$ 8,348,956,762</u></u> | <u><u>1.44%</u></u> |
| Cash Balances | <u>\$ 206,991,414</u> | <u>\$ 206,991,414</u> | <u>\$ 206,991,414</u> | |
| Total Investments | <u><u>\$ 8,412,208,338</u></u> | <u><u>\$ 8,411,657,995</u></u> | <u><u>\$ 8,555,948,176</u></u> | |
| Accrued Interest | | <u>26,692,006</u> | <u>26,692,006</u> | |
| Total Portfolio | <u><u>\$ 8,412,208,338</u></u> | <u><u>\$ 8,438,350,002</u></u> | <u><u>\$ 8,582,640,182</u></u> | |

Chaffey Community College District
Investment Report
San Bernardino County Pool Summary Distribution
For The Period Ended June 30, 2020



Chaffey Community College District
Investment Report

Chaffey District Funds with Financial Institutions - Bank Deposits
For The Period Ended June 30, 2020

| Institution | Account Name | Collateralized Deposits | Total Deposits | Interest Rate | Maturity Date |
|---------------------------------------|--------------------------------------------------------------|-------------------------|---------------------|---------------|---------------|
| Citizen's Business Bank | Associated Student Body Bus. Analyzed Public Funds Acct. | 410,522 | 410,522 | * | N/A |
| Citizen's Business Bank | Associated Student Body Insured Money Market Public Acct. | 150,328 | 150,328 | 0.21% | N/A |
| Citizen's Business Bank | Revolving Cash Fund Bus. Analyzed Public Funds Acct. | 24,401 | 24,401 | * | N/A |
| Citizen's Business Bank | Clearing Account Bus. Analyzed Public Funds Acct. | 1,412,432 | 1,412,432 | * | N/A |
| Total All Banking Institutions | | <u>\$ 1,997,683</u> | <u>\$ 1,997,683</u> | | |

*Chaffey College's contract with Citizen's Business Bank includes Account Analysis, which applies interest income to account fees.

All funds are collateralized and fully insured.

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 27, 2020

Board Meeting Date

TOPIC **PUBLIC VIRTUAL HEARING JOINT PROPOSAL/PRELIMINARY AGREEMENT OF THE CHAFFEY COLLEGE FACULTY ASSOCIATION AND CHAFFEY COMMUNITY COLLEGE DISTRICT**

Communication No. IV.E.1.a

SUPPORTS BOARD ENDS STATEMENT/POLICY

Board Policy 7130 Compensation – Salary schedules, compensation and benefits, including health and welfare benefits, for all classes of employees and each contract employee shall be established by the Governing Board.

PROPOSAL

It is recommended that a public virtual hearing be held on the joint proposal/preliminary agreement of the Chaffey College Faculty Association and the Chaffey Community College District.

BACKGROUND

As a result of the collaborative bargaining process between the District and the Association, a joint proposal/preliminary agreement was reached and was approved by the Association on August 17, 2020. Section 3547 of the Government Code requires that the public be given an opportunity to express itself regarding the joint proposal/preliminary agreement at a public meeting of the public school employer. Copies of the proposed preliminary agreement will be available on the Chaffey College website.

BUDGET IMPLICATIONS

Funding Source – Unrestricted or restricted funds, as appropriate
Status of Funds – 2020-21 total estimated cost of \$689,952 for one-time compensation will be included in the 2020-21 proposed adopted budget.
Future Implications – The estimated cost of \$589,688 and \$309,901 for years 2021–22 and 2022–23 will be included in future year budgets.

RECOMMENDATION

It is recommended that a public virtual hearing be held on the joint proposal/preliminary agreement of the Chaffey College Faculty Association and the Chaffey Community College District.

A proposal to adopt the joint agreement with the Chaffey College Faculty Association is Communication IV.E.1.b on this agenda.

| | |
|-----------------|-----------------------------------------------------------------------------------|
| Submitted by: | Laura Hope, Associate Superintendent, Instruction and Institutional Effectiveness |
| Reviewed by: | Lisa Bailey, Associate Superintendent, Business Services and Economic Development |
| Recommended by: | Henry D. Shannon, Superintendent/President |

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 27, 2020
Board Meeting Date

TOPIC **JOINT PROPOSAL/PRELIMINARY AGREEMENT OF THE CHAFFEY COLLEGE FACULTY ASSOCIATION AND CHAFFEY COMMUNITY COLLEGE DISTRICT FOR CONSIDERATION BY THE GOVERNING BOARD FOR ADOPTION**

Communication No. IV.E.1.b

SUPPORTS BOARD POLICY

Board Policy 7130 Compensation – Salary schedules, compensation and benefits, including health and welfare benefits, for all classes of employees and each contract employee shall be established by the Governing Board.

PROPOSAL

It is recommended that the Governing Board adopt the joint proposal/preliminary agreement between the Chaffey College Faculty Association (CCFA) and the Chaffey Community College District.

BACKGROUND

As a result of the collaborative bargaining process between the District and the Association, a joint proposal/preliminary agreement was reached and was approved by the Association on August 17, 2020. Section 3547 of the Government Code requires that the public be given an opportunity to express itself regarding the joint proposal/preliminary agreement at a public meeting of the public school employer. A public virtual hearing was held earlier in this meeting. Copies of the proposed preliminary agreement will be available on the Chaffey College website.

BUDGET IMPLICATIONS

Funding Source – Unrestricted or restricted funds, as appropriate
Status of Funds – 2020-21 total estimated cost of \$689,952 for one-time compensation will be included in the 2020-21 proposed adopted budget.
Future Implications – The estimated cost of \$589,688 and \$309,901 for years 2021–22 and 2022–23 will be included in future year budgets.

RECOMMENDATION

It is recommended that the Governing Board adopt the proposed joint proposal/agreement between the Chaffey College Faculty Association (CCFA) and the Chaffey Community College District.

| | |
|-----------------|-----------------------------------------------------------------------------------|
| Submitted by: | Laura Hope, Associate Superintendent, Instruction and Institutional Effectiveness |
| Reviewed by: | Lisa Bailey, Associate Superintendent, Business Services and Economic Development |
| Recommended by: | Henry D. Shannon, Superintendent/President |

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 27, 2020

Board Meeting Date

TOPIC **APPROVAL OF MINUTES, JULY 23, 2020**

Communication No. IV.F.1.a

SUPPORTS BOARD POLICY

Board Policy 2360 Minutes – The minutes shall record all actions taken by the Governing Board. The minutes shall be public records and shall be available to the public.

PROPOSAL

To approve the minutes of the July 23, 2020, regular meeting.

BACKGROUND

It is the practice of the Board to approve the minutes of the Board meeting(s) held the previous month. Those minutes are then made available to the public in the Chaffey College Library and on the college website.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

Approval of the minutes of the July 23, 2020, regular Board meeting.

| | |
|-----------------|--------------------------------------------|
| Submitted by: | Henry D. Shannon, Superintendent/President |
| Recommended by: | Henry D. Shannon, Superintendent/President |

**OFFICIAL PROCEEDINGS
OF THE GOVERNING BOARD
CHAFFEY COMMUNITY COLLEGE DISTRICT**

A regular meeting of the Chaffey Community College District Governing Board was held on Thursday, July 23, 2020, virtually via videoconference. Board President Ovitt called the meeting to order at 2:00 p.m.

Members present: Ms. Brugger, Mr. McDougal, Ms. McLeod, Mr. Ovitt,
Ms. Roberts, Ms. Sanders (Student Trustee)

Members absent: none

CLOSED SESSION

The public was given an opportunity to address the Governing Board regarding the posted closed session agenda.

No comments were made.

The Board convened in closed session at 2:03 p.m. Closed session was adjourned at 2:56 p.m.

STUDY SESSION

Alumni Partnership Report – Alisha Rosas, interim vice president student services and executive director, equity, outreach and communications, introduced Dr. Janeth Rodriguez, director, alumni and community relations, who presented the alumni partnership report. The presentation included: alumni, community, and high school outreach through the years; traditions – tailgate and grad fest celebration; and virtual commencement activities. Heather Nishioka, manager, community partnerships and advancement, presented on alumni and community partnership – alumni engagement, community business engagement, and community non-profit engagement; Chaffeyans – membership, social gatherings, monthly meetings, and college support. Dr. Rodriguez also presented on: high school outreach tours and Grad Guru, impact, ambassadors, keeping students connected, and looking forward.

REGULAR SESSION

The regular session reconvened at 3:10 p.m., and President Ovitt led the Pledge of Allegiance to the Flag.

PUBLIC COMMENTS

Julie Sanchez, executive assistant to the Superintendent/President and Governing Board, read the public comments received via email from the following individual(s):

Candice Brock, classified staff member, thanked the Governing Board, President Shannon, and the Chaffey College management team for all they have done during the pandemic to ensure the safety of students, faculty and staff. Ms. Brock also expressed her appreciation for the opportunity to work remotely. (This email has been made a part of the meeting minutes.)

COMMUNITY LINKAGES GOVERNING BOARD

Student Trustee Lauren Sanders reported the following activities: attended her second Governing Board meeting of the 2020-2021 academic year; participated in Region IX Executive Board meetings as treasurer; Region IX Delegate Assembly; attended Chaffey Vigil for George Floyd; attended Women's Caucus meeting as treasurer; attended four grade grievance panels; approved a resolution in support of the international students for spring 2021; will participate in the Institutional Success for People of Color Taskforce Zoom meeting; will vote on CCSG vice president of administration and director of activities at meeting on August 3; planning for CCSG Week of Welcome – August 24-28, 2020; and planning for Black Caucus California Community Colleges Leadership Conference – February 26-28, 2021 in Merced.

Trustee McLeod reported that she has no report as she has been confined to her home.

Trustee McDougal also had no report.

Trustee Roberts had no report.

Trustee Brugger reported that she has continued to make her monthly donations to Wignall Museum, Panther Care and Classified Senate's Backpack Program.

Board President Ovitt reported attending the following: First 5 Commission meeting; Boy Scouts of America Distinguished Citizen planning meeting; YMCA Governance Committee meeting; Children's Fund Development Committee meeting and golf tournament planning committee meetings; Children's Fund Giveaway with West Valley Water District; Chaffey College agenda review; and Children's Fund Executive Committee meeting. Mr. Ovitt also announced that on July 12 his new grandson, Carter Grey Bolcombe, was born.

LEGISLATIVE UPDATE

Dr. Janeth Rodriguez provided a presentation which included updates on AB-2910, Governing Board Membership – Student Members; AB-2388 – Basic Needs of Students; and AB-2884 – California State Lottery – Revenue Allocation.

PRESENTATIONS

Board President Ovitt presented Immediate Past President McLeod with a gift in appreciation of her service as president of the Board.

FOUNDATION

Lisa Nashua, executive director of the Foundation, provided a written report which included: planning for 2020-21 scholarships; Southern California Edison; Kaiser Scholarships; Donor Stewardship; Private Funders – Inland Empire Community Foundation, San Manuel Band of Mission Indians, Wells Fargo, and HowMet Foundation; and postponement of the golf tournament.

REPORTS

CLOSED SESSION ACTIONS

Board Secretary Henry Shannon announced that the Board took action in closed personnel session this evening to approve the following by a unanimous (5:0) vote.

Employment or Ratification of:

Jasmine Magallon Miclat to the temporary, one-year position of counselor, Nextup, 1.0 FTE, 11-month, effective August 3, 2020, through June 30, 2021, for the 2020-21 academic year.

Pilar Olid to the temporary, one-year position of instructor, mathematics (statistics), 1.0 FTE, effective August 12, 2020, through May 19, 2021, for the 2020-21 academic year.

Jamie Buchanan to the temporary, one-year position of instructor, psychology, 1.0 FTE, effective August 12, 2020, through May 19, 2021, for the 2020-21 academic year.

Dillon Li to the position of programmer analyst, 1.00 FTE, 12 months, range 43, step A of the CSEA salary schedule, effective August 3, 2020.

Hourly personnel including adjunct faculty, contract faculty overload, and short-term workers.

CONSENT AGENDA

A motion was made by Mr. McDougal, seconded by Ms. McLeod, to approve the consent agenda as presented.

Yeas: Ms. Brugger, Mr. McDougal, Ms. McLeod, Mr. Ovitt,
Ms. Roberts, Ms. Sanders (advisory)

Nays: None

Through this action, the following were approved (Approval of Minutes, June 25, 2020, through Interjurisdictional Exchange Agreement).

GOVERNANCE PROCESS

The minutes of the June 25, 2020, regular Board meeting were approved as presented.

The Governing Board authorized the Governing Board clerk to attest to actions taken by the Governing Board whenever such certification or attestation is required for any purpose.

BUSINESS/FISCAL AFFAIRS

The Governing Board approved the revised District authorized signature list to be effective July 23, 2020.

The Governing Board approved two new members to serve on the Chaffey College Bond Citizens' Oversight Committee.

The Governing Board adopted Resolution 72320, which delegates authority to the superintendent/president or his designee to sell or otherwise dispose of the electronic equipment and miscellaneous materials listed in Exhibit A of the resolution, and to execute all documents in connection therewith, in accordance with the terms and conditions of the resolution. (This resolution has been made part of the minutes of this meeting.)

The Governing Board approved the Budget Transfer Board Report for the period of April 1, 2020 through June 30, 2020.

The Governing Board approved the transfer of \$80,000 from the Self-Insurance Fund budget reserve for the 2019-2020 fiscal year for increased retiree benefit costs.

HUMAN RESOURCES

The Governing Board approved the interjurisdictional exchange agreement with the California Virtual Campus Online Education Initiative (CVC-OEI) and Foothill-De Anza CCD for the period of August 12, 2020 through May 19, 2021.

ACTION AGENDA

BUSINESS/FISCAL AFFAIRS

The contract, purchase order, and warrant lists were ratified on the motion of Ms. Brugger, second of Mr. McDougal. (These lists have been made part of the minutes of this meeting.)

Yeas: Ms. Brugger, Ms. McLeod, Mr. McDougal, Mr. Ovitt,
Ms. Roberts, Ms. Sanders (advisory)
Nays: None

CEO/STAFF REPORTS

Dr. Henry Shannon, superintendent/president, presented the Board with copies of his monthly report. The report highlighted: international students, 2021 Aspen Prize finalists, Safe Campus Reopening Workgroup, Fall 2020 Convocation, and an update from the Office of Student Services.

Faculty Senate President Baron Brown provided Board Members with the Senate's monthly report. He highlighted the following faculty members: William O'Neill, industrial electrical technology and mechatronics; Dr. Marc Meyers, anthropology; Pamela Valfer, art; Renee Decter, sociology; Dr. Luke Gunderson, history; and Christa Havenhill, theatre arts. Mr. Brown also stated his goals for Faculty Senate.

Classified Senate Vice President Sarah Schmidt submitted a report highlighting Nate Akin, athletic trainer, KNA; and Ray Austin, special populations and equity programs. Ms. Schmidt read a document titled, "Statement and Resolution of the California Community Colleges Classified Senate Board" which is in support of the Black community.

CSEA President Monica Han provided a statement requesting the Governing Board's support of CSEA's petition to allow classified staff to continue working remotely until the spring semester. (This statement has been made a part of the meeting minutes.)

CCFA President Jonathan Ausubel reported that contract negotiations have concluded, and that CCFA will be holding elections the week of August 7-14 via mail and electronically.

CDCFA had no report.

BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

None.

ADJOURNMENT

The meeting was adjourned at 3:59 p.m. in memory of Carmer Andrew "Andy" Dannelley, former faculty member at Chaffey College and husband of Jenny Dannelley, retired Chaffey director, transfer center and international students.

The next regular meeting of the Chaffey Community College District Governing Board will be Thursday, August 27, 2020, via videoconference.

President

Clerk

Good afternoon President Ovitt, Dr. Shannon, and Members of the Governing Board,

I wanted to take a moment to thank the Leadership and Management Teams for all they have done over the past 4 ½ months to ensure the safety of the staff, faculty, and students of Chaffey College. It amazed me that within two weeks the entire college went online, students were given the option of checking out Chrome books, and the staff and faculty were given the opportunity to work remotely. I for one am very grateful and thankful for the opportunity to work remotely and truly appreciate all that has been done.

Thank you-

Candice Brock

Administrative Assistant II

Intersegmental Programs, Adult Education and High School Partnerships

Dear Board of Trustees,

As you know, Chaffey made the transition to remote learning and because of classified staff, services to students remain uninterrupted.

Together, Chaffey College made it through an unprecedented Spring semester and continues to thrive in Summer Session. Over the past several months, classified employees, district leaders, and faculty went above and beyond to protect our community and continue educating our students.

While working remotely, classified employees have found ways to facilitate meaningful contact between students and staff. We have successfully continued our work in support of student success. This new arrangement allowed classified employees to stay safe and keep our families safe as well. It has required not only extraordinary resilience and a willingness to adapt, but also an investment in the necessary equipment to work from home. Classified employees working remotely bore this burden in order to support the college and protect their health. We have proven that working remotely can be effective.

In order to protect the health of students and faculty, the vast majority of Chaffey's courses will remain online until 2021 and most faculty will continue providing instruction remotely. We urge you to allow the classified employees working remotely to continue doing so. Together, we have demonstrated that this works. We have invested in our equipment and adapted to circumstance. If the campus is not safe for faculty or students, it is not safe for classified employees. Consider the impact possible illness could have on our members, and the effect an outbreak could have on the College's operations and our community. Even one asymptomatic employee could easily cause an outbreak.

Dr. Shannon has convened a Reopening Task Force. As of yesterday, July 22, 2020, the college has not implemented changes that would ensure a safe reopening. How can the college ensure safe working conditions for classified employees and move forward with an August 17 reopening date? How can this Governing Board justify allowing classified employees return when neighboring districts have decided to remain online? Should classified employees be placed in a situation where they need to make a choice between returning to Chaffey campus to keep their job or protecting their young children that would otherwise be left alone? This doesn't need to happen. CSEA classified employees have proven we can continue to provide quality, uninterrupted services while working remotely in a safe environment.

Almost every department that has been called into work on Chaffey campus during this period has had at least one employee test positive for COVID-19. Thankfully, the impact has been mitigated because the vast majority of employees are working remotely. That mitigation will certainly be compromised if we are directed to return to work.

CSEA submitted a petition to Dr. Shannon expressing much of the same sentiments shared with you today. In just three days, over 1,000 people – staff, students, faculty and members of the community signed the petition in support.

As California has now surpassed all other states in COVID-19 cases, CSEA asks you, the Board of Trustees, to continue to support us in our efforts to keep Chaffey employees and students safe by extending our remote work agreement. Returning in August comes with a great risk to everyone while there is no apparent gain. One death is too many.

Classified employees would like to continue working remotely, along with faculty and students, until the spring semester or when the campus fully reopens to the college community.

When this is over, we will never know if the precautions we took were too much, if we waited too long to return. However, we will certainly know if they were not enough and we returned too soon.

Board of Trustees, please direct Dr. Shannon to extend the remote working MOU with classified employees so that all Chaffey staff are kept safe in this pandemic.

Respectfully,

A handwritten signature in cursive script, appearing to read 'Monica Han', written in black ink.

Monica Han
Chapter President
CSEA 431

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 27, 2020
Board Meeting Date

TOPIC **DESIGNATION OF NEWSPAPER FOR PUBLICATION NOTICE OF THE 2020-2021 BUDGET PUBLIC VIRTUAL HEARING AND DATES AND TIMES FOR PUBLIC VIRTUAL INSPECTION AND PUBLIC VIRTUAL HEARING**

Communication No. IV.F.2.a

SUPPORTS BOARD POLICY

Board Policy 6200 Budget Preparation – Each year, the Superintendent/President shall present a budget or plan, prepared in accordance with Title 5 and the California Community Colleges Budget and Accounting Manual to the Governing Board.

PROPOSAL

To approve:

- a. The designation of the *Inland Valley Daily Bulletin* as the newspaper for the publication of notice of the public virtual hearing on the 2020-2021 budget.
- b. September 21, 22, and 23, 2020 as the dates the 2020-2021 budget will be available for public inspection on the Chaffey Community College website.
- c. September 24, 2020, at 2:00 p.m. as the date and time of the budget public virtual hearing.

BACKGROUND

Pursuant to California Administrative Regulations, Title 5, section 58301, this item designates the *Inland Valley Daily Bulletin* as the newspaper that notifies the public of the dates when the proposed final budget may be inspected and the date, time, and location of the public hearing on the adoption of the final budget for 2020-2021. The notification for the proposed budget will be published in the *Inland Valley Daily Bulletin*, a newspaper of general circulation in the district, at least three days prior to the availability of the proposed budget for public inspection.

BUDGET IMPLICATIONS

Funding Source – Unrestricted general fund.

Status of Funds – The cost for the advertisement is an annually budgeted item.

Future Implications – N/A

RECOMMENDATION

It is recommended the Governing Board approve:

- a. The designation of the *Inland Valley Daily Bulletin* as the newspaper for the publication of the notice of public virtual hearing on the 2020-2021 budget.
- b. September 21, 22, and 23, 2020 as the dates the 2020-2021 budget will be available for public inspection on the Chaffey Community College website.
- c. September 24, 2020, at 2:00 p.m. as the date and time of the budget public virtual hearing.

| | |
|-----------------|-----------------------------------------------------------------------------------|
| Prepared by: | Anita Undercoffer, Executive Director, Budgeting and Fiscal Services |
| Submitted by: | Lisa Bailey, Associate Superintendent, Business Services and Economic Development |
| Recommended by: | Henry D. Shannon, Superintendent/President |

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 27, 2020

Board Meeting Date

TOPIC **DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS**

Communication No. IV.F.2.b

SUPPORTS BOARD POLICIES

Supports and complies with Policies: 2710 Conflict of Interest, 6100 Delegation of Authority, 6330 Purchasing, 6340 Contracts, and 6550 Disposal of Property.

PROPOSAL

To adopt attached Resolution 82720, which delegates authority to the superintendent/president or his designee to sell or otherwise dispose of the electronic equipment and miscellaneous materials listed in Exhibit A of the resolution, and to execute all documents in connection therewith, in accordance with the terms and conditions of the resolution.

BACKGROUND

The Chaffey Community College District is owner of the electronic equipment and miscellaneous materials listed on Exhibit A, attached to the resolution. The listed items have exceeded their useful life and are no longer suitable for district purposes and may be disposed of through auction sale.

Pursuant to California Education Code Section 81450 et seq., the resolution must be adopted by majority vote of those members present to be valid.

In accordance with the District's Governing Board Policy 6550 and California Education Code Section 81450 et seq., Resolution 82720 delegates authority to the superintendent/president or his designee to sell or otherwise dispose of the listed items and to execute all documents in connection therewith, subject to the terms and conditions of the resolution.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

It is recommended that the Governing Board adopt Resolution 82720, which delegates authority to the superintendent/president or his designee to sell or otherwise dispose of the electronic equipment and miscellaneous materials listed in Exhibit A of the resolution, and to execute all documents in connection therewith, in accordance with the terms and conditions of the resolution.

Attachment: Resolution 82720

| | |
|-----------------|-----------------------------------------------------------------------------------|
| Prepared by: | Kim Erickson, Executive Director, Business Services |
| Submitted by: | Lisa Bailey, Associate Superintendent, Business Services and Economic Development |
| Recommended by: | Henry D. Shannon, Superintendent/President |

RESOLUTION NO. 82720

**A RESOLUTION OF THE GOVERNING BOARD OF CHAFFEY
COMMUNITY COLLEGE DISTRICT AUTHORIZING THE DISPOSAL OF
ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS**

WHEREAS, the Chaffey Community College District (“District”) is owner of the electronic equipment and miscellaneous materials listed on the attached Exhibit A; and

WHEREAS, the listed items have exceeded their useful life and are no longer suitable for district purposes and may be disposed of through auction sale; and

WHEREAS, pursuant to California Education Code Section 81450 et seq., this resolution must be adopted by majority vote of those members present to be valid; and

WHEREAS, in accordance with the District’s Governing Board Policy 6550, this resolution delegates authority to the superintendent/president, or his designee, to sell or otherwise dispose of the listed items, and to execute all documents in connection therewith, in accordance with Education Code Sections 81450 and 81452.

NOW, THEREFORE, BE IT RESOLVED BY CHAFFEY COMMUNITY COLLEGE DISTRICT, AS FOLLOWS:

Section 1. The Governing Board finds and determines that all of the recitals set forth above are true and correct.

Section 2. The Governing Board approves the delegation of authority to the district’s superintendent/president, or his designee, to sell or otherwise dispose of the electronic equipment and miscellaneous materials listed in the attached Exhibit A, and to execute all documents in connection therewith, in accordance with Education Code Sections 81450 and 81452.

Section 3. That this delegation of authority shall be valid for the sale or disposal of the items listed in the attached Exhibit A, or until rescinded by the Governing Board.

Section 4. That this resolution shall become effective upon its adoption.

PASSED AND ADOPTED by the Governing Board of the Chaffey Community College District at Rancho Cucamonga, California, this 27th day of August 2020, at a regular meeting by the following vote:

Ayes:
Noes:
Abstentions:
Absent:

I, Kathleen Brugger, Clerk of the Governing Board of the Chaffey College Community College District of San Bernardino County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly adopted by said board at the regular meeting thereof at the date and place and by vote stated, which resolution is on file and of record in the office of said board.

Kathleen Brugger
Clerk, Governing Board

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 27, 2020
Board Meeting Date

TOPIC INLAND SOUTHERN CALIFORNIA UNITED WAY COVID-19 RELIEF FUND GRANT

Communication No. IV.F.2.c

SUPPORTS BOARD POLICY

Board Policy 3280 Grants – The Governing Board shall be informed about all grant awards received by the District. The Superintendent/President shall establish procedures to assure the timely application and processing of grant proposal applications and awards, and that the grants that are submitted directly support the purposes of the District.

PROPOSAL

To approve the partnership agreement between United Way in the Southern California region and Chaffey Community College District in the amount of \$7,500.

BACKGROUND

The United Way in Inland Southern California are working closely with our funding partners to ensure that funding is available and awarded to meet the critical needs in communities disproportionately impacted. As part of their ongoing efforts to support 501(c)(3) non-profit agencies in Inland Southern California, Chaffey College has been awarded a grant in the amount of \$7,500.

BUDGET IMPLICATIONS

Funding Source – Inland Southern California United Way Coalition COVID-19 Relief Fund

Status of Funds – Funds of \$7,500 for this grant will be included in the proposed 2020-2021 restricted general fund adopted budget.

Future Implications – N/A

RECOMMENDATION

It is recommended that the Governing Board approve the partnership agreement between United Way in the Southern California region and Chaffey Community College District in the amount of \$7,500.

| | |
|-----------------|-------------------------------------------------------------------------------------------------------------------|
| Prepared by: | Alisha Rosas, Acting Vice President of Student Services/Executive Director of Equity, Outreach and Communications |
| Submitted by: | Jim Fillpot, Dean, Institutional Research, Policy and Grants |
| Reviewed by: | Lisa Bailey, Associate Superintendent, Business Services and Economic Development |
| Recommended by: | Henry D. Shannon, Superintendent/President |

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 27, 2020

Board Meeting Date

TOPIC LEASE EXTENSION: CHAFFEY COLLEGE CHINO IT BUILDING

Communication No. IV.F.2.d

SUPPORTS BOARD ENDS STATEMENT/POLICY

Supports and complies with policies: 2710 Conflict of Interest/Principles, 6100 Delegation of Authority, 6330 Purchasing, 6340 Contracts, and 6700 Civic Center and Other Facilities Use.

PROPOSAL

To ratify the District's action for a second extension to the existing lease agreement for an additional 6-year period with the City of Chino for the Chaffey College Chino IT Building located at 13170 7th Street Chino, California, commencing March 1, 2020.

BACKGROUND

Since March 1, 2002, the District has been a party to a lease agreement with the City of Chino for property located at 13170 7th Street, Chino, California, generally described as the Chaffey College Chino IT Building, for the annual payment of \$1.00 per year.

The existing lease with the City of Chino for the property had an end date of February 28, 2014. However, the existing lease agreement also had a renewal option, which allowed the District to extend the term of the lease for up to two (2) additional 6-year periods. The District exercised its option for the first 6-year term for the period of March 1, 2014 through February 29, 2020.

On July 20, 2020, the District notified the City of Chino its request for a second lease extension for a 6-year term with the intent that the City of Chino would approve the extension of the existing lease agreement. The City of Chino acknowledged the District's request, which satisfies the requirements needed for the second lease extension, commencing March 1, 2020.

Upon completion of due diligence review, the District has determined that extending the lease agreement with the City of Chino for the above-referenced property best serves the interests of the community and advances the District's mission.

BUDGET IMPLICATIONS

Funding Source – Unrestricted General Fund.

Status of Funds – Appropriations to cover expenditures for annual rent of \$1.00 are included in the 2018–2019 unrestricted general fund budget.

Future Implications – This is an ongoing expense.

RECOMMENDATION

It is recommended that the Governing Board ratify the District's action for a second extension to the existing lease agreement with the City of Chino for the property located at 13170 7th Street, Chino, California for an additional 6-year term for the purpose of maintaining the Chaffey College Chino IT Building in the City of Chino.

| | |
|-----------------|------------------------------------------------------------------------------------------|
| Prepared by: | <u>Kim Erickson, Executive Director, Business Services</u> |
| Submitted by: | <u>Lisa Bailey, Associate Superintendent, Business Services and Economic Development</u> |
| Recommended by: | <u>Henry D. Shannon, Superintendent/President</u> |

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 27, 2020
Board Meeting Date

TOPIC MANAGEMENT PERSONNEL PLAN/EMPLOYMENT CONTRACT

Communication No. IV.F.3.a

SUPPORTS BOARD POLICY

Board Policy 7250, Educational Administrators - Educational administrators shall be compensated in the manner provided for by the appointment or contract of employment.

Board Policy 7260, Classified Supervisors, Managers, and Administrators – If a classified administrator is employed by an appointment or contract, the appointment or contract shall be subject to the same conditions as applicable to educational administrators.

PROPOSAL

To ratify the employment contract between the Governing Board of the Chaffey Community College District and the management employee in position listed below:

| <u>Level II</u> | <u>Proposed Contract Expiration Date</u> |
|-----------------------------------------------|------------------------------------------|
| Interim Dean, Business and Applied Technology | June 30, 2021 |

BACKGROUND

The Chaffey Community College District Management Professional Development/Evaluation Personnel Plan approved by the Governing Board on May 24, 2018, consistent with the provisions of California Education Code, Section 72411, a provision enacted under AB1725, requires all instructional and student services administrators to be employed, and all other administrators may be employed, by the Governing Board of the district by an appointment or contract not to exceed four years. The applicable provisions of the Management Professional Development/Evaluation Personnel Plan approved by the Governing Board provides that managers appointed to Level I positions may be employed by the Governing Board under contract for a period not greater than four (4) years. Managers appointed to Level II, Level III, and Level IV positions may be employed by the Governing Board under contract for a period not greater than three (3) years.

BUDGET IMPLICATIONS

Funding Source – Unrestricted general fund

Status of Funds – The personnel costs associated with this position is included in the 2020–21 tentative budget.

Future Implications – This temporary assignment will expire.

RECOMMENDATION

It is recommended the Governing Board ratify the employment contract between the Governing Board of the Chaffey Community College District and the management employee in position listed above.

| | |
|-----------------|-----------------------------------------------------------------------------------|
| Prepared by: | Susan Hardie, Executive Director, Human Resources |
| Reviewed by: | Lisa Bailey, Associate Superintendent, Business Services and Economic Development |
| Recommended by: | Henry D. Shannon, Superintendent/President |

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 27, 2020
Board Meeting Date

TOPIC MANAGEMENT TEMPORARY ASSIGNMENT

Communication No. IV.F.3.b

THIS ITEM SUPPORTS BOARD POLICY

Board Policy 7120 – The District will recruit and retain diverse faculty and staff who are qualified by appropriate education, training, and experience to support programs and services.

PROPOSAL

To ratify a temporary assignment for the management employee indicated below, effective August 1, 2020, through June 30, 2021.

BACKGROUND

In accordance with the superintendent/president's objectives, and in support of the strategic plan to address the reduction in funding, the following management employee is being assigned an additional temporary assignment for the 2020–21 fiscal year. Therefore, it is proposed that this employee will receive compensation accordingly, effective August 1, 2020, through June 30, 2021.

| | | |
|-----------------|------------------------------------------------------|-----|
| Jason Chevalier | Dean, Language Arts and Interim Dean, Fontana Campus | 10% |
|-----------------|------------------------------------------------------|-----|

BUDGET IMPLICATIONS

Funding Source – Unrestricted general fund

Status of Funds – The personnel costs associated with this temporary assignment will be approximately \$20,399 (salary \$17,070; benefits \$3,329), with a net reduction of salary and benefits costs totaling approximately \$243,257 (salary \$168,792; benefits \$74,465) for the 2020–21 fiscal year.

Future Implications – This temporary assignment will expire.

RECOMMENDATION

It is recommended the Governing Board ratify the temporary assignment for the management employee as indicated above effective August 1, 2020, through June 30, 2021.

| | |
|-----------------|-----------------------------------------------------------------------------------|
| Prepared by: | Susan Hardie, Director, Human Resources |
| Reviewed by: | Lisa Bailey, Associate Superintendent, Business Services and Economic Development |
| Recommended by: | Henry Shannon, Superintendent/President |

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 27, 2020

Board Meeting Date

TOPIC APPROVAL TO ENTER INTO A LAND USE AGREEMENT WITH BIANE BROTHERS

Communication No. IV.G.1.a

SUPPORTS BOARD POLICY

Supports and complies with policies: 2710 Conflict of Interest, 6100 Delegation of Authority, 6330 Purchasing, and 6340 Contracts.

PROPOSAL

To authorize the District to enter into a ten-year land use agreement with Biane Brothers for the District's property located on the southeast corner of Haven Avenue and Wilson Avenue for the purpose of harvesting grapes and to make a one-time contribution of ten thousand dollars (\$10,000) to assist with associated maintenance costs and improvement of the property.

BACKGROUND

Filippi Winery advised the District in late 2019 that they are no longer able to maintain the District's vineyard property. Since then the District has been looking for an experienced viticulturist to take over the vineyard at zero cost. Facilities Development was contacted by the President's Office in May 2020 and advised that Biane Brothers are interested in taking over the vineyard property. Facilities Development met with Biane Brothers on several occasions to discuss the area, fruit types, and lease terms. In July 2020, the District and Biane Brothers agreed to the terms of the agreement and Paul Biane signed it on August 10, 2020.

Biane Brothers intends to plant Cabernet Sauvignon, Tempranillo, and Sauvignon Blanc grape varieties on approximately two-and-a-half (2.5) acres of District property located at the current vineyard. The District will make a one-time contribution of ten thousand dollars to assist with improvements and maintenance costs. Biane Brothers will then, at their own expense, maintain the vineyard grounds, improve and/or replace the irrigation system, and replace and maintain the vines on the property. Biane Brothers will make annual donations of case of wines to the Chaffey College Foundation.

BUDGET IMPLICATIONS

Funding Source – Unrestricted General Fund.

Status of Funds – Funds of \$10,000 for this contract are included in the 2020-2021 unrestricted general fund budget.

Future Implications – N/A

RECOMMENDATION

It is recommended that the Governing Board authorize the District to enter into a ten-year land use agreement with Biane Brothers for the District's property located on the southeast corner of Haven Avenue and Wilson Avenue for the purpose of harvesting grapes and to make a one-time contribution of ten thousand dollars (\$10,000) to assist with associated maintenance costs and improvement of the property.

| | |
|-----------------|-----------------------------------------------------------------------------------|
| Prepared by: | Kim Erickson, Executive Director, Business Services |
| Submitted by: | Lisa Bailey, Associate Superintendent, Business Services and Economic Development |
| Recommended by: | Henry D. Shannon, Superintendent/President |

**AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD**

August 27, 2020
Board Meeting Date

TOPIC CONTRACT, PURCHASE ORDER, AND WARRANT LISTS

Communication No. IV.G.1.b

SUPPORTS BOARD POLICY

Board Policy 6310 Accounting – Present to the Governing Board at a regular Governing Board meeting a list of all purchase orders and/or District warrants for Governing Board review and ratification.

PROPOSAL

To ratify the contract, purchase order, and warrant lists as presented.

BACKGROUND

The attached reports represent all contracts, purchase orders, and district warrants for the month of July 2020.

BUDGET IMPLICATIONS

Funding Source – All Funds

Status of Funds – Funding for these contracts, purchase orders, and warrants are included in the 2020-2021 tentative district budgets.

Future Implications – None

RECOMMENDATION

It is recommended the Governing Board ratify the attached contract, purchase order, and warrant lists.

| | |
|-----------------|-----------------------------------------------------------------------------------|
| Prepared by: | Kim Erickson, Executive Director, Business Services |
| Submitted by: | Lisa Bailey, Associate Superintendent, Business Services and Economic Development |
| Recommended by: | Henry D. Shannon, Superintendent/President |

CONTRACT AND CHANGE ORDER LIST¹

| Contract Number | Vendor | City, State | Description of Service | Amount | Funding Source |
|-----------------|-------------------------------------------------|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------------------------------------------------------|
| 2021CS33 | Adams Silva & McNally, LLP | Carlsbad, CA | For a not-to-exceed amount, to provide legal services for the period of July 1, 2020 through June 30, 2021, as approved by Human Resources. | \$20,000.00 | Unrestricted General Fund |
| 2021CS11 | Arthur H. Marquez | Corona, CA | For a not-to-exceed amount, to provide training and industry consulting services and program development in the areas of, but not limited to: continuous improvement, business skills, commercial skills, computer skills, health care skills, literacy skills, management skills, manufacturing skills, and safety skills for the period of July 1, 2020 through June 30, 2020, as approved by Economic Development. ² | 4,000.00 | Restricted General Fund |
| 2021CS46 | Brian Vanderzanden | Beaumont, CA | For a not-to-exceed amount, to provide training and industry consulting services and program development in the areas of, but not limited to: continuous improvement, business skills, commercial skills, computer skills, health care skills, literacy skills, management skills, manufacturing skills, and safety skills for the period of July 01, 2020 through June 30, 2020, as approved by Economic Development. ³ | 12,500.00 | Restricted General Fund |
| 2021CS19 | Controltec, Inc | Escondido, CA | For a not-to-exceed amount, to incorporate a software system, CenterTrack, to be used to track child information as it pertains to attendance of childcare centers, facilitate the process of entering data into the system using bills/attendance sheets, correspondence issuance and report generation automation for the period of July 1, 2020 through June 30, 2020, as approved by Child Development Center. | 3,090.00 | Child Development Center Fund/ Unrestricted General Fund |
| 2021CS29 | Debra L. Reilly, A Professional Law Corporation | Encinitas, CA | For a not-to-exceed amount, to conduct as-needed training and professional judgement in employment and various equal opportunity laws, and provide independent, impartial, and objective employment-related investigations and Title IX of the Education Amendment of 1972 investigations for the period of July 1, 2020 through June 30, 2021 as approved by Human Resources. | 30,000.00 | Unrestricted General Fund |
| 2019C153B | De Lage Landen Financial Services | Philadelphia, PA | Year 3 of a 5-Year lease agreement with Konica Minolta for District-wide copiers for the period of July 1, 2020 through June 30, 2021, as approved by Purchasing Services. ⁴ | 61,900.14 | Unrestricted/ Restricted General Fund |
| 2021CS31 | Devaney Pate Morris & Cameron, LLP | San Diego, CA | For a not-to-exceed amount, to provide legal services to the district for the period of July 1, 2020 through June 30, 2021 as approved by Human Resources. | 30,000.00 | Unrestricted General Fund |

¹ Funding for all contracts and change orders on this list are included in the 2020-2021 tentative district budgets.

² Funded by Economic Development grant funds.

³ Funded by Economic Development grant funds.

⁴ Funded by Center of Excellence funds.

| | | | | | |
|-----------|---------------------------------|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------------------|
| 2021CS38 | El Clasificado, Inc. | Norwalk, CA | For a not-to-exceed amount, to provide customized digital work for the Chaffey College InTech Center located at the Fontana campus consisting of digital video services creating a virtual tour of their labs and highlighting their programs and employer services for the period of July 10, 2020 through June 30, 2021, as approved by Economic Development. ⁵ | \$3,500.00 | Unrestricted General Fund |
| 2021CS34 | Ellucian | Reston, VA | For a not-to-exceed amount, for a renewal order for <i>Ellucian CRM Recruit</i> subscription for the period of July 1, 2020 through June 30, 2020 as approved by Technical Services. | 50,076.00 | Unrestricted General Fund |
| 2020C625A | Ellucian | Reston, VA | Year 2 of 5-Year Renewal for <i>Ellucian Cloud TouchNet</i> with Merchant Services subscription Software License for Ellucian Payment Center for the period of May 1, 2021 through April 30, 2022, as approved by Business Services. | 36,695.00 | Unrestricted General Fund |
| 2021CS7 | Erlinda R. Maris | Chino, CA | For a not-to-exceed amount, to provide services in the areas of soft skills training, resume writing, case management, career coaching, computer skills training, employer engagement, placement management, LinkedIn and job search methods and strategies for the period of July 1, 2020 through June 30, 2021, as approved by Economic Development. ⁶ | 20,800.00 | Restricted General Fund |
| 2021CS40 | Fontana Unified School District | Fontana, CA | For a not-to-exceed amount contract renewal, the Fontana Unified School District Police Department (FUSD PD) will provide the following communication services consisting of: Police Dispatch Services (24/7), training on all RIMS software for Chaffey College Police Officers, to administer, monitor and track training of Chaffey employees as it relates to the C.L.E.T.S system requirements, and on-duty FUSD PD supervisors shall be available to Chaffey College police officers for information inquiries for the period of July 1, 2020 through June 30, 2021, as approved by Campus Police. | 120,000.00 | Unrestricted General Fund |
| 2021CS12 | Greg Peters | Claremont, CA | For a not-to-exceed amount, to provide training and industry consulting services and program development in the areas of, but not limited to: continuous improvement, business skills, commercial skills, computer skills, health care skills, literacy skills, management skills, manufacturing skills, and safety skills for the period of July 1, 2020 through June 30, 2020, as approved by Economic Development. ⁷ | 6,000.00 | Restricted General Fund |
| 2021CS16 | Hector Escarega | Los Angeles, CA | For a not-to-exceed amount, to provide training and industry consulting services and program development in the areas of, but not limited to: continuous improvement, business skills, commercial skills, computer skills, health care skills, literacy skills, management skills, manufacturing skills, and safety skills for the period of July 1, 2020 through June 30, 2020, as approved by Economic Development. ⁸ | 5,000.00 | Restricted General Fund |

⁵ Funded by Contract Education program.

⁶ Funded by Economic Development grant funds.

⁷ Funded by Economic Development grant funds.

⁸ Funded by Economic Development grant funds.

| | | | | | |
|-----------|-----------------------------------|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------------------------|
| 2021CS24 | Katherine J. Edwards, Esq. | Huntington Beach, CA | For a not-to-exceed amount, to provide as-needed independent, impartial and confidential investigations of workplace allegations, concerns or other information as requested by the District for the period of July 1, 2020 through June 30, 2021, as approved by Human Resources. | \$20,000.00 | Unrestricted General Fund |
| 2019C154B | Konica Minolta Business Solutions | San Bernardino, CA | Year 3 of 5-Year maintenance agreement for District-wide copiers for the period of July 1, 2020 through June 30, 2021, as approved by Purchasing Services. | 30,150.00 | Unrestricted General Fund |
| 2021CS28 | Liebert Cassidy Whitmore | Los Angeles, CA | For a not-to-exceed amount Professional Services agreement, to provide consulting and legal services pertaining to employment relations and school law matters, as requested by the District for the period of July 1, 2020 through June 30, 2021, as approved by Human Resources. | 100,000.00 | Unrestricted General Fund |
| 2021CS9 | Linda Burton | Fontana, CA | For a not-to-exceed amount, to provide Vocational Education Deliverables including but not limited to: Employability skills, job search, job placement, marketing, work experience sites, placement reports and tracking for the period of July 1, 2020 through June 30, 2021, as approved by Economic Development. ⁹ | 35,000.00 | Restricted General Fund |
| 2021CS37 | Lynne Berman | Stocking Trail Rio Verde, CA | For a not-to-exceed amount, to develop a Dental Hygiene Program Initiation in collaboration with the Chaffey faculty and staff for the period of July 27, 2020 through October 31, 2020, as approved by Health Science. ¹⁰ | 2,800.00 | Restricted General Fund |
| 2021CS10 | Mark L. Hedges | Riverside, CA | For a not-to-exceed amount, to provide training and industry consulting services and program development in the areas of, but not limited to: continuous improvement, business skills, manufacturing skills, commercial skills, health care skills, literacy skills, computer skills, management skills, and safety skills for the period of July 1, 2020 through June 30, 2021, as approved by Economic Development. ¹¹ | 3,000.00 | Restricted General Fund |
| 2021CS15 | Michael Wahome | Rancho Cucamonga, CA | For a not-to-exceed amount, to provide training and industry consulting services and program development in the areas of, but not limited to: continuous improvement, business skills, manufacturing skills, commercial skills, health care skills, literacy skills, computer skills, management skills for the period of July 1, 2020 through June 30, 2021, as approved by Economic Development. ¹² | 8,320.00 | Restricted General Fund |
| 2021CS30 | Nicole Miller & Associates, Inc. | San Clemente, CA | For a not-to-exceed amount, to provide investigations, safety, and security assessments. services for the period of July 1, 2020 through June 30, 2021, as approved by Human Resources. | 30,000.00 | Unrestricted General Fund |
| 2021CS36 | Ordway | Placentia, CA | For a not-to-exceed amount, to provide services for preventative maintenance designed to minimize down-time of the Kodak Offset Printing Press, for the period of July 1, 2020 through June 30, 2021, as approved by Marketing and Public Relations. | 6,900.00 | Unrestricted General Fund |

⁹ Funded by Economic Development grant funds.

¹⁰ Funded by Strong Workforce budget.

¹¹ Funded by Economic Development grant funds.

¹² Funded by Economic Development grant funds.

| | | | | | |
|-----------|--------------------------------------|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----------------------------|
| 2021CS17 | Otha D. Liggins | Rancho Cucamonga, CA | For a not-to-exceed amount, to provide training and industry consulting services and program development in the areas of, but not limited to: continuous improvement, business skills, manufacturing skills, commercial skills, health care skills, literacy skills, computer skills, management skills for the period of July 1, 2020 through June 30, 2021, as approved by Economic Development. ¹³ | \$7,800.00 | Restricted General Fund |
| 2021CS4 | Paulette D Evanuska | Fullerton, CA | For a not-to-exceed amount, to provide consulting services with the Dean of Health Sciences and Program Directors in order to ensure faculty meets all credentialing requirements for the period of July 1, 2020 through December 20, 2020 as approved by Health Sciences. ¹⁴ | 60,500.00 | Restricted General Fund |
| 2020C302A | PrestoSports, Inc. | Rockville, MD | Year 2 of 2- Annual Software License Subscription for website hosting, content management, email marketing tool, online forms, year-round support, online registration services for the period of August 1, 2020 through July 31, 2021, as approved by Athletics and Physical Education. | 3,350.00 | Unrestricted General Fund |
| 2020CS479 | Professional Personnel Leasing, Inc. | South Lake Tahoe, CA | Amendment 2 – to increase the not-to-exceed amount for additional consulting hours for operational practices in supporting the Executive Team with educational plans and associated initiatives, and to decrease the administrative fee by 3-percent, as approved by Business Services. | 60,000.00 | Unrestricted General Fund |
| 2021CS39 | Richard Cortez | Rancho Cucamonga, CA | For a not-to-exceed amount, to provide training and industry consulting services and program development in the areas of, but not limited to: continuous improvement, business skills, manufacturing skills, commercial skills, health care skills, literacy skills, computer skills, management skills, and safety skills for the period of July 1, 2020 through June 30, 2020, as approved by Economic Development. ¹⁵ | 25,400.00 | Restricted General Fund |
| 2021CS20 | Rita Elias | Upland, CA | For a not-to-exceed amount, to provide event coordinator services for the Chaffey College Chino Community Center, located at the Chino campus for the period of July 1, 2020 through June 30, 2021, as approved by Chino campus. | 60,876.00 | Chino Community Center Fund |
| 2021CS25 | Robin Oaks, Attorney at Law | Goleta, CA | For a not-to-exceed amount, to provide the District with as-needed legal and investigative services, for the period of July 1, 2020 through June 30, 2021, as approved by Human Resources. | 20,000.00 | Unrestricted General Fund |
| 2021CS18 | Ron Hurst | Fontana, CA | For a not-to-exceed amount, to provide training and industry consulting services and program development in the areas of, but not limited to: continuous improvement, business skills, manufacturing skills, commercial skills, health care skills, literacy skills, computer skills, management skills, and safety skills for the period of July 1, 2020 through June 30, 2021, as approved by Economic Development. ¹⁶ | 21,000.00 | Restricted General Fund |

¹³ Funded by Economic Development grant funds.

¹⁴ Funded by Strong Workforce budget.

¹⁵ Funded by Economic Development grant funds.

¹⁶ Funded by Economic Development grant funds.

| | | | | | |
|-----------|-------------------------------|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------------------------------------|
| 2019C164B | School Services of California | Los Angeles, CA | Year 3 of 5-Year agreement to provide Community College Update Services for the period of July 1, 2020 through June 30, 2021, as approved by Business Services. | \$3,420.00 | Unrestricted General Fund |
| 2021CS13 | Sheila Epsy | Chino, CA | For a not-to-exceed amount, to provide services as a mentor for Fashion Merchandise Faculty on the Chino campus and assist in the discussion on curriculum development for the Fashion Merchandising program for the period of July 1, 2020 through December 11, 2020, as approved by Chino Campus. | 1,000.00 | Unrestricted General Fund |
| 2019C128B | Shred-It US JV LLC | Riverside, CA | For a not-to-exceed amount, to provide District wide on-call shredding and disposal services for the period of July 1, 2020 through June 30, 2021, as approved by Business Services. | 30,000.00 | Unrestricted General Fund |
| 2021CS32 | Solomon Law APC | Los Angeles, CA | For a not-to-exceed amount, to provide the district with as-needed workplace investigations, for the period of July 1, 2020 through June 30, 2021, as approved by Human Resources. | 30,000.00 | Unrestricted General Fund |
| 2021CS44 | Stephen Nagy | Victorville, CA | For a not-to-exceed amount, to provide training and industry consulting services and program development in the areas of, but not limited to: continuous improvement, business skills, manufacturing skills, commercial skills, health care skills, literacy skills, computer skills, management skills, and safety skills for the period of July 1, 2020 through June 30, 2021, as approved by Economic Development. ¹⁷ | 12,200.00 | Restricted General Fund |
| 2020CS640 | Trane US, Inc. | Brea, CA | For a not-to-exceed amount, to provide a service call on Centrifugal Chiller, located at the Central Plant at the Rancho Cucamonga Campus for the period of January 1, 2020 through February 15, 2020, as approved by Maintenance and Operations. | 1,290.00 | Scheduled Maintenance General Fund |
| 2021CS21 | Victor Valley College | Victorville, CA | For a not-to-exceed amount, a partnership with Chaffey College in carrying out training services to companies and necessary administrative activities. Victor Valley College will designate the Director of Community/Contract Education & Workforce Programs to assist Chaffey College in completing required records, including but not limited to; managing the attendance rosters, documentation of training hours, and support certification of retention and employee/training wage information for the period July 1, 2020 through June 30, 2021, as approved by Economic Development. ¹⁸ | 31,200.00 | Restricted General Fund |
| 2021CS42 | William Gutzmann | Ontario, CA | For a not-to-exceed amount, to provide training and industry consulting services and program development in the areas of, but not limited to: continuous improvement, business skills, manufacturing skills, commercial skills, health care skills, literacy skills, computer skills, management skills, and safety skills for the period of July 1, 2020 through June 30, 2021, as approved by Economic Development. ¹⁹ | 18,800.00 | Restricted General Fund |

¹⁷ Funded by Economic Development grant funds.

¹⁸ Funded by Economic Development grant funds.

¹⁹ Funded by Economic Development grant funds.

| | | | | | |
|----------|--------------------|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------------------|
| 2021CS43 | William Joe Morgan | San Bernardino, CA | For a not-to-exceed amount, to provide training and industry consulting services and program development in the areas of, but not limited to: continuous improvement, business skills, manufacturing skills, commercial skills, health care skills, literacy skills, computer skills, management skills, and safety skills for the period of July 1, 2020 through June 30, 2021, as approved by Economic Development. ²⁰ | \$12,000.00 | Restricted General Fund |
| 2021CS14 | William Napoli | Alta Loma, CA | For a not-to-exceed amount, to provide training and industry consulting services and program development in the areas of but not limited to: continuous improvement, business skills, manufacturing skills, commercial skills, health care skills, literacy skills, computer skills, management skills, and safety skills for the period of July 01, 2020 through June 30, 2021, as approved by Economic Development. ²¹ | 14,200.00 | Restricted General Fund |
| 2021CS35 | Yosimar Reyes | San Jose, CA | For a not-to-exceed amount, to provide a virtual presentation focused on National Coming Out Day, Hispanic Heritage and other intersecting themes on Friday, October 9, 2020 as approved by Special Populations and Equity Programs. ²² | 1,000.00 | Restricted General Fund |

List reflects contracts entered into and change orders to existing contracts through July 31, 2020.²³

²⁰ Funded by Economic Development grant funds.

²¹ Funded by Economic Development grant funds.

²² Funded by Student Equity budget.

²³ Funding for all contracts and change orders on this list are included in the 2020-2021 tentative district budgets.

CHAFFEY COMMUNITY COLLEGE

WARRANT REGISTER REPORT

FOR THE MONTH OF JULY 2020

GENERAL FUNDS (10)

| | | |
|--------------------------|--------------|--------------|
| PAYROLL | 5,177,175.76 | |
| COMMERCIAL | 4,189,420.30 | |
| TOTAL FUND (10) | | 9,366,596.06 |

SCHEDULED MAINTENANCE FUND (42) 38,973.36

BUILDING FUND (40 and 43) 505,476.88

EARLY RETIREMENT FUND (61) 1,122.11

VACATION LIABILITY (69) -

CAPITAL OUTLAY PROJECT FUND (41) 180,985.96

CHILD DEVELOPMENT FUND (33)

| | | |
|--------------------------|------------|------------|
| PAYROLL | 20,715.70 | |
| COMMERCIAL | 259,326.49 | |
| TOTAL FUND (33) | | 280,042.19 |

TOTAL ALL FUNDS **\$ 10,373,196.56**

PAYROLL WARRANT/ADVICE NUMBERS

127122-127166 436454-437774

COMMERCIAL WARRANT NUMBERS

1015478-1015538 1735199-1735887

PURCHASE ORDER NUMBERS

| | | | |
|-------|-------------|-----------------|--------------------------|
| BPO's | 14541-14732 | \$ 5,580,269.50 | (Void 14617,14720,14722) |
| PO's | 54665-54729 | \$ 314,964.45 | (Void 54671) |