



AGENDA
**MEETINGS OF THE GOVERNING BOARD
CHAFFEY COMMUNITY COLLEGE DISTRICT**

Thursday, August 26, 2021

Board Room, Marie Kane

Center for Student Services/Administration

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 August 26, 2021 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>

The College plans to hold the meeting both via Zoom and live in the Board Room, Marie Kane Center for Student Services/Administration for those who wish to attend in person. It will be limited to 25% seating capacity due to COVID-19 restrictions.

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 26, 2021*. 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. Please identify if your comment is for the open session agenda or the closed session 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 (2:05 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. 2021-2022 Adopted Budget
2. Distance Education Report

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. Foundation

D. REPORTS

1. Closed Session Actions
2. Monitoring
 - a. Budget Monitoring Report
 - b. Quarterly Investment Report

E. PUBLIC HEARING

1. Business/Fiscal Affairs
 - a. 2021-2022 Budget Public Hearing
 - b. 2021-2022 Budget Adoption

F. CONSENT AGENDA

1. Governance Process
 - a. Approval of Minutes, July 22, 2021
2. Business/Fiscal Affairs
 - a. 2021-2022 Appropriation Limit
 - b. Approval to Designate Klein Educational Systems as a Single Source Vendor for a Sole Source Procurement
 - c. Disposal of District Property: Electronic Equipment and Miscellaneous Materials
 - d. Education Protection Account Expense Determination
 - e. Chaffey College Bond Citizens' Oversight Committee Membership
 - f. The Regents of the University of California Puente Project and Chaffey College Agreement No. 21-PUENTE-CC-05
3. Human Resources
 - a. Chaffey College Faculty Association Bargaining Topic
 - b. Management Personnel Plan/Employment Contracts
 - c. Management Professional Development/Evaluation Personnel Plan Update
 - d. Memorandum of Understanding – Chaffey Community College District and California School Employees Association (CSEA), Chapter 431

G. ACTION AGENDA

1. Business/Fiscal Affairs
 - a. 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 Monday, September 20, 2021.

[Complete agenda may be viewed at www.chaffey.edu/leadership/governingboard.php](http://www.chaffey.edu/leadership/governingboard.php)

REPORTS

MONITORING

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

(Information)

August 26, 2021
Board Meeting Date

TOPIC **BUDGET MONITORING REPORT**

Communication No. IV.D.2.a

SUPPORTS BOARD POLICY

Board Policy 6300 Fiscal Management – The Superintendent/President shall establish procedures to assure that the fiscal condition and activity of the District promotes fiscal health and stability, supports Governing Board priorities and financial planning and budgeting, and is consistent with generally accepted principles of accounting and business practices.

PROPOSAL

To provide a budget monitoring report for information only.

BACKGROUND

Throughout the fiscal year, the status of the adopted budget is reviewed to evaluate the District’s fiscal strength. The quarterly monitoring report presented herein indicates what percentage of the adopted budget has been expended/encumbered as of the quarter ended June 30, 2021. It also provides three years of historical information so historical trends can be used in any analysis of the current year budget.

This quarterly comparison report is a monitoring tool used to identify the status of the district's budget.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

This item is for information only.

Prepared by:	Anita D. 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

CHAFFEY COMMUNITY COLLEGE DISTRICT
Quarterly Comparison
Unrestricted General Fund
As of June 30, 2021

	2017-2018			2018-2019			2019-2020			2020-2021		
	Adopted Budget	June % of Budget	30-Jun	Adopted Budget	June % of Budget	30-Jun	Adopted Budget	June % of Budget	30-Jun	Adopted Budget	June % of Budget	30-Jun
INCOME SOURCE												
Prior Year Ending Balance Re-allocation	3,928,578			0			5,399,749					
State General Apportionment	81,382,469	80,181,025	98.52%	91,380,855	84,452,985	92.42%	88,764,527	101,121,425	113.92%	92,314,577	86,920,054	94.16%
Education Protection Account (EPA)	12,165,352	12,843,991	105.58%	14,801,508	16,205,427	109.48%	16,519,214	8,250,250	49.94%	18,599,347	27,093,747	145.67%
Miscellaneous	9,801,247	8,371,353	85.41%	8,423,626	9,768,251	115.96%	11,047,945	18,345,017	166.05%	12,006,880	10,068,313	83.85%
Lottery	2,424,980	2,693,531	111.07%	2,474,135	2,208,651	89.27%	2,588,148	3,172,551	122.58%	2,588,148	2,794,018	107.95%
Total Income	105,774,048	104,089,900	98.41%	117,080,124	112,635,314	96.20%	118,919,834	130,889,243	110.07%	125,508,952	126,876,132	101.09%
EXPENDITURES												
Operational	109,702,626	103,952,122	94.76%	116,772,681	111,735,006	95.69%	124,319,583	120,455,944	96.89%	125,362,661	116,125,983	92.63%
Total Expenditures	109,702,626	103,952,122	94.76%	116,772,681	111,735,006	95.69%	124,319,583	120,455,944	96.89%	125,362,661	116,125,983	92.63%
Surplus or (Deficit)	-	137,778	-	307,443	900,308	-	-	10,433,299	-	-	10,750,149	-
Net Surplus or (Deficit)	-	137,778	-	307,443	900,308	-	-	10,433,299	-	-	10,750,149	-
SUMMARY, ENDING BAL/RESERVES												
7% Board Designated Reserves	7,679,184	7,276,649	94.76%	8,174,088	7,821,450	95.69%	8,702,371	8,431,916	96.89%	8,775,386	8,128,819	92.63%
GASB 45 Reserve	500,000	500,000	-	500,000	500,000	-	500,000	500,000	-	500,000	500,000	-
Technology Replacement Reserve	600,000	600,000	-	600,000	600,000	-	600,000	600,000	-	1,600,000	1,600,000	-
Vehicle Replacement Plan	100,000	100,000	-	100,000	100,000	-	100,000	100,000	-	100,000	100,000	-
Resource Allocation (RAC) Reserve	500,000	300,000	-	300,000	300,000	-	300,000	300,000	-	300,000	300,000	-
Capital Outlay Replacement	200,000	300,000	-	300,000	300,000	-	300,000	300,000	-	300,000	300,000	-
PERS/STRS Reserve	1,343,999	1,343,999	-	1,343,999	1,343,999	-	1,343,999	1,343,999	-	1,343,999	1,343,999	-
One-Time Funding	2,661,425	1,663,294	-	1,661,425	1,661,425	-	1,661,425	1,033,784	-	33,784	33,784	-
Cash Deferral Reserve	-	-	-	-	-	-	0	19,000,000	-	19,000,000	19,000,000	-
Undistributed Reserve	3,194,750	8,761,772	-	8,173,644	9,119,148	-	2,838,478	569,622	-	372,443	11,622,868	-
Total Ending Balance/Reserves	16,779,358	20,845,714	124.23%	21,153,156	21,746,022	102.80%	16,346,273	32,179,321	196.86%	32,325,612	42,929,470	132.80%
Ending Balance %	15.30%	20.05%		18.11%	19.46%		13.15%	26.71%		25.79%	36.97%	

*19/20 State General Apportionment includes \$6.7m from 18/19.risha.

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

(Information)

August 26, 2021

Board Meeting Date

TOPIC QUARTERLY INVESTMENT REPORT

Communication No. IV.D.2.b

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, 2021, 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, 2021 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, 2021, 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

Gary C. Ovitt, President
Lee C. McDougal, Vice President
Kathleen R. Brugger, Clerk
Deana Olivares-Lambert, Member
Gloria Negrete McLeod, Immediate Past President

Rousselle Douge, Student Trustee

Dr. Henry D. Shannon, Superintendent/President

June 30, 2021

Chaffey Community College District

Investment Report

Summary

For The Period Ended June 30, 2021

General Portfolio	Fund Value	Market Value
General Portfolio		
District Funds Investment Pool	\$ 279,969,565	\$ 281,897,372
Irrevocable Trusts	14,874,636	19,395,806
Chaffey District Funds with Financial Institutions - Bank Deposits	1,584,121	1,584,121
Total General Portfolio	<u>\$ 296,428,322</u>	<u>\$ 302,877,299</u>

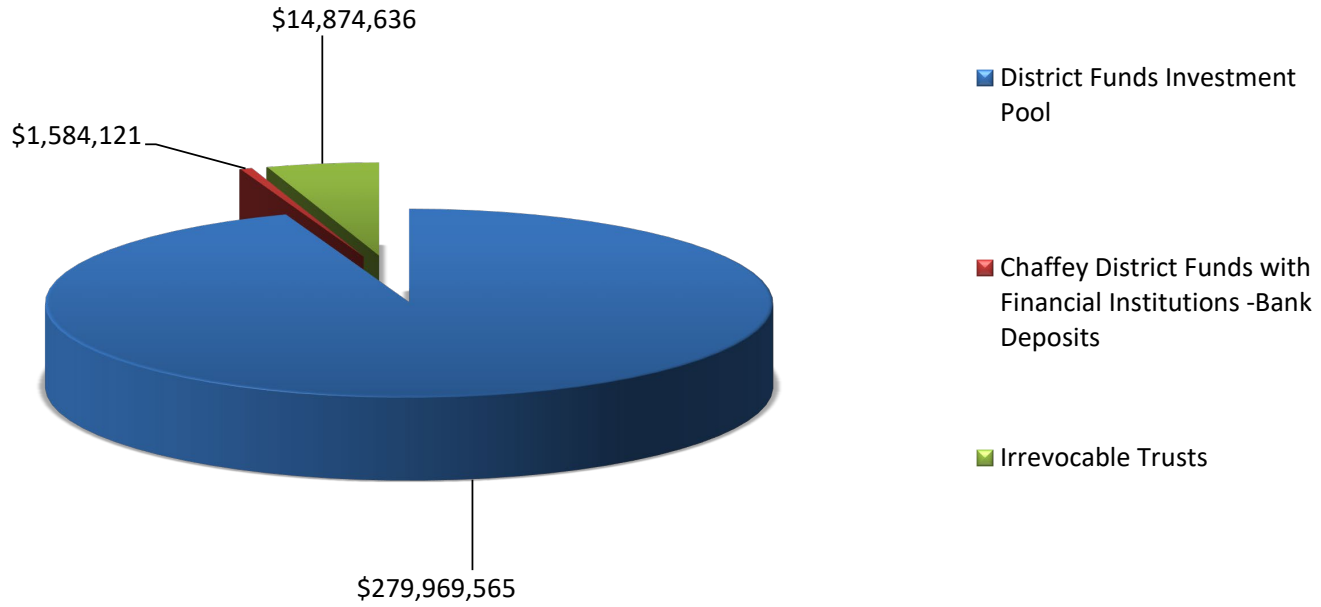
1. I hereby certify that the investments are in compliance with the investment guidelines statement adopted by the Governing Board.
2. The District has the ability to meet its budgeted expenditures for the next six months.
3. The market values for funds held in checking accounts and money market funds 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, 2021



Chaffey Community College District

Investment Report

Chaffey District Funds in San Bernardino County Investment Pool

For The Period Ended June 30, 2021

Funds/Accounts in County Investment Pool	Fund Number	Account Number	Fund Total	
General Fund	10	9110	\$ 61,696,774	
Bond Debt Service Fund	21	9110	25,094,356	
Children's Center	33	9110	3,196,532	
Bond Fund - Measure L	40	9110	8,525,924	
Capital Projects	41	9110	13,908,898	
Scheduled Maintenance	42	9110	112,888	
Bond Fund - Measure P	43	9110	159,102,736	
Bond Fund - Measure L: Series D	45	9110	3,827	
Bond Fund - Measure L: Series E	46	9110	6,446	
Bond Fund - Measure P: Taxable	47	9110	7,158,152	
Self-Insurance Fund	61	9110	641,891	
Vacation Liability	69	9110	521,140	
Total Funds in County Investment Pool			\$ 279,969,565	*Market Value Share
			\$ 279,969,565	\$ 281,897,372
Annualized Yield for Quarter Ended	3/31/2021	0.88%		
Annualized Yield for Quarter Ended	6/30/2021	0.74%		

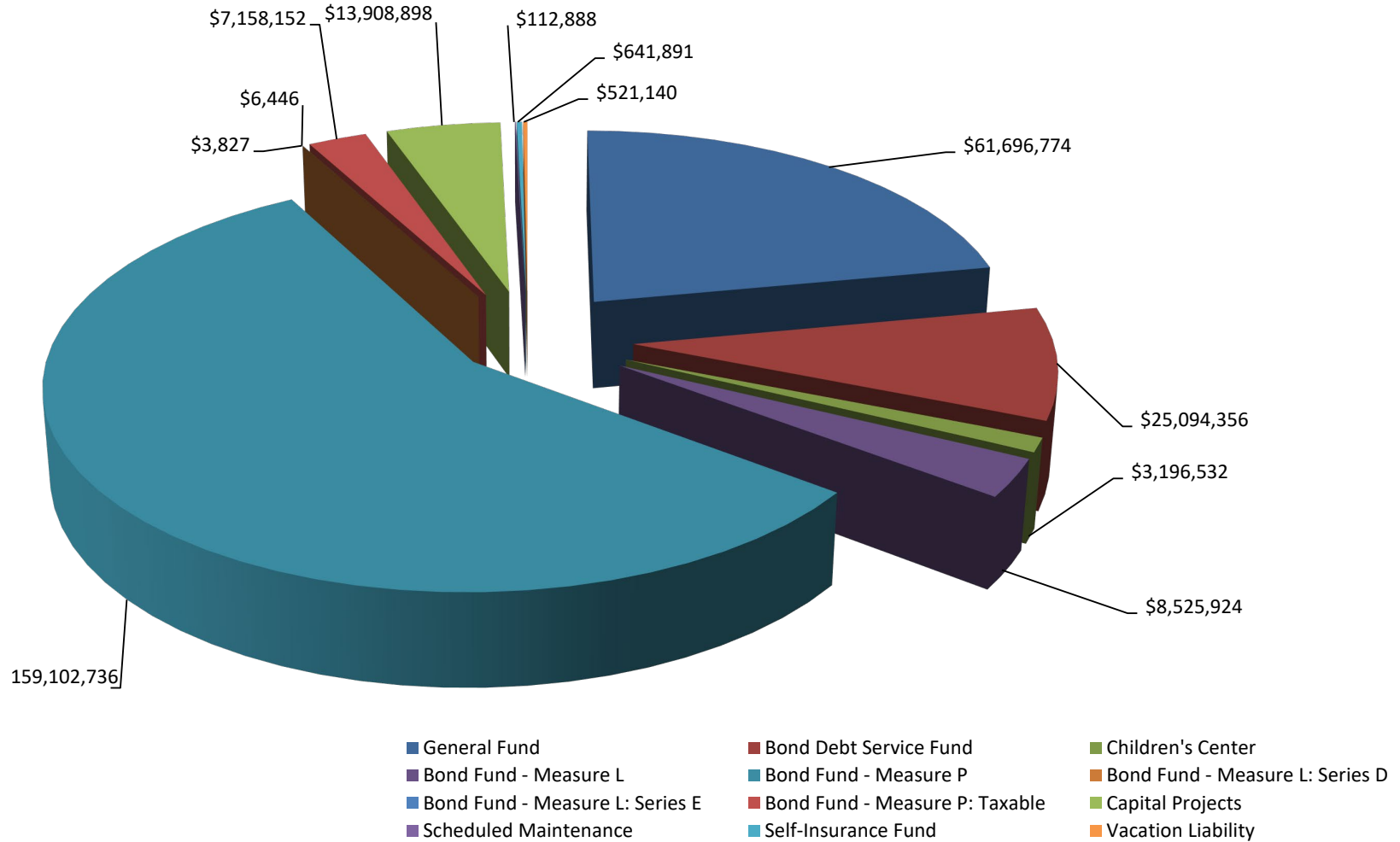
Irrevocable Trusts	Fund Total	Market Value
Benefit Trust Company - Other Post Employment Benefits (OPEB)	10,577,651	14,725,293
Benefit Trust Company - Pension Stabilization Trust (PST)	4,296,985	4,670,513
Total Irrevocable Trusts	\$ 14,874,636	\$ 19,395,806
		\$ 19,395,806

*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

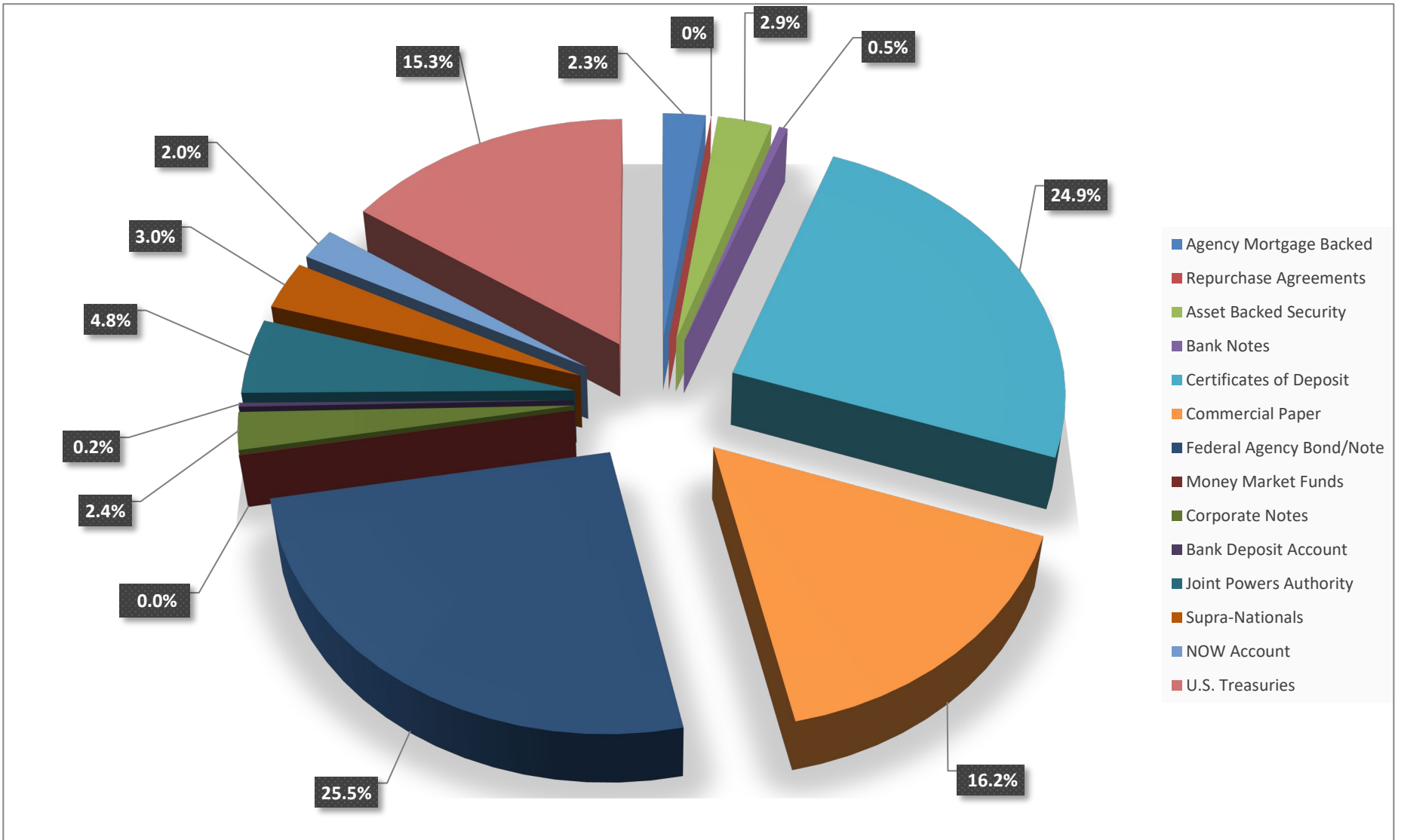
Chaffey District Funds in San Bernardino County Investment Pool
For The Period Ended June 30, 2021



Chaffey Community College District
Investment Report
San Bernardino County Pool Summary
For The Period Ended June 30, 2021

Security Type	Par(\$)	Amortized Cost	Market Value	Yield to Maturity
Asset Backed Security	\$ 281,301,055	\$ 281,322,190	\$ 282,507,397	1.00%
Agency Mortgage-Backed	\$ 210,824,624	\$ 225,608,694	\$ 223,504,172	0.94%
Bank Notes	45,000,000	44,995,274	45,353,319	2.45%
Certificates of Deposit	2,460,000,000	2,460,005,579	2,459,850,508	0.20%
Commercial Paper	1,601,000,000	1,600,273,682	1,600,445,954	0.16%
Corporate Notes	235,300,000	235,176,547	236,074,579	0.98%
Federal Agencies	2,498,240,000	2,500,268,537	2,527,569,860	1.06%
Supre - National	300,000,000	300,559,733	303,047,935	1.25%
Money Market Funds	2,000,000	2,000,000	2,000,000	0.01%
Repurchase Agreements	-	-	-	0.00%
Bank Deposit Account	25,000,000	25,000,000	25,000,000	0.05%
Joint Powers Authority	472,000,000	472,000,000	472,000,000	0.05%
NOW Account	200,000,000	200,000,000	200,000,000	0.07%
U.S. Treasuries	1,475,000,000	1,474,018,887	1,513,218,765	1.75%
Total Securities	<u>\$ 9,805,665,679</u>	<u>\$ 9,821,229,123</u>	<u>\$ 9,890,572,489</u>	<u>0.74%</u>
Cash Balances	<u>\$ 232,051,162</u>	<u>\$ 232,051,162</u>	<u>\$ 232,051,162</u>	
Total Investments	<u>\$ 10,037,716,841</u>	<u>\$ 10,053,280,285</u>	<u>\$ 10,122,623,651</u>	
Accrued Interest		17,245,013	17,245,013	
Total Portfolio	<u>\$ 10,037,716,841</u>	<u>\$ 10,070,525,298</u>	<u>\$ 10,139,868,664</u>	

Chaffey Community College District
Investment Report
San Bernardino County Pool Summary Distribution
For The Period Ended June 30, 2021



Chaffey Community College District
Investment Report

Chaffey District Funds with Financial Institutions - Bank Deposits
For The Period Ended June 30, 2021

Institution	Account Name	Collateralized Deposits	Total Deposits	Interest Rate	Maturity Date
Citizen's Business Bank	Associated Student Body Bus. Analyzed Public Funds Acct.	584,118	584,118	*	N/A
Citizen's Business Bank	Associated Student Body Insured Money Market Public Acct.	150,549	150,549	0.10%	N/A
Citizen's Business Bank	Revolving Cash Fund Bus. Analyzed Public Funds Acct.	25,088	25,088	*	N/A
Citizen's Business Bank	Clearing Account Bus. Analyzed Public Funds Acct.	824,367	824,367	*	N/A
Total All Banking Institutions		<u>\$ 1,584,121</u>	<u>\$ 1,584,121</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.

PUBLIC HEARING

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 26, 2021
Board Meeting Date

TOPIC 2021-2022 BUDGET PUBLIC HEARING

Communication No. IV.E.1.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.

The schedule for presentation and review of budget proposals shall comply with state law and regulations and provide adequate time for Governing Board study.

PROPOSAL

To hold a public hearing on the 2021-2022 proposed budget.

BACKGROUND

Title 5, Section 58301 requires the Governing Board of each district to hold a public hearing on the proposed budget for the ensuing fiscal year on or before the 15th day of September. The budget shall not be finally adopted by the Governing Board of the district until after the public hearing has been held.

BUDGET IMPLICATIONS

N/A.

RECOMMENDATION

To hold a public hearing on the 2021-2022 proposed budget. Adoption of the 2021-2022 budget and adoption of Resolution 82621 are recommended on Communication No. IV.E.1.b.

Prepared by:	Anita D. 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 26, 2021
Board Meeting Date

TOPIC **2021-2022 BUDGET ADOPTION**

Communication No. IV.E.1.b

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.

The schedule for presentation and review of budget proposals shall comply with state law and regulations and provide adequate time for Governing Board study.

PROPOSAL

To adopt the 2021-2022 budget, and to approve Resolution 82621.

BACKGROUND

Title 5, Section 58305 requires that each district’s board approve the final budget for the year prior to September 15th. All budgets have been prepared in accordance with state and county guidelines and represent a conservative budget for revenues and expenditures in the 2021-2022 fiscal year. The adopted budget is based on assumptions that are included in the state budget signed by the Governor on July 12, 2021.

BUDGET IMPLICATIONS

Funding Source – All district funds

Status of Funds – The budget has been developed utilizing standard accounting practices and within legal limits.

Future Implications – The budget is developed for one year only. The Governing Board is provided information quarterly.

RECOMMENDATION

It is recommended the Governing Board:

- a. Adopt the 2021-2022 budget.
- b. Approve Resolution 82621.

Prepared by:	Anita D. 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

RESOLUTION 82621

**A RESOLUTION OF THE GOVERNING BOARD
OF CHAFFEY COMMUNITY COLLEGE
ADOPTING THE OPERATING BUDGET OF SAID COLLEGE
FOR THE FISCAL YEAR 2021-2022**

WHEREAS, the General Fund group is comprised of the Unrestricted Fund and Restricted Fund;

WHEREAS, the Capital Projects Funds Group is comprised of the following funds: Capital Projects Fund, Scheduled Maintenance Fund, Measure L Fund and Measure P Fund;

WHEREAS, the Enterprise Funds Group is comprised of the following funds: Campus Store, Food Services and Chaffey College Chino Community Center;

WHEREAS, the Internal Services Funds Group is comprised of the following funds: Self Insurance and Vacation Liability;

WHEREAS, the Special Revenue Funds Group is comprised of the following fund: Child Development Center;

WHEREAS, the Trust Funds Group is comprised of the following funds: Chaffey College Student Government, Chaffey College Student Representation and Auxiliary Donation Accounts;

NOW THEREFORE, be it resolved, determined and ordered by the Governing Board of Chaffey Community College District that, the College's Operating Budget for the Fiscal Year 2021-2022, submitted by the President to the Governing Board, is herewith adopted for the Chaffey Community College District for the Fiscal Year 2021-2022.

Ayes:
Nays:
Abstain:
Absent:

As clerk of Governing Board of the Chaffey Community College District of San Bernardino County, California, I hereby certify that the above and foregoing resolution was duly and regularly adopted by the Board at a regular meeting thereof on the 26th of August, 2021 and passed by a majority of said board.

IN WITNESS WHEREOF, I have hereunto set my hand this 26th day of August, 2021.

Kathleen Brugger
Clerk, Governing Board

CONSENT AGENDA

GOVERNANCE PROCESS

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 26, 2021

Board Meeting Date

TOPIC APPROVAL OF MINUTES, JULY 22, 2021

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 22, 2021, 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 22, 2021, regular Board meeting.

Submitted by:	<u>Henry D. Shannon, Superintendent/President</u>
Recommended by:	<u>Henry D. Shannon, Superintendent/President</u>

**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 22, 2021, live at the Chaffey College Rancho Cucamonga campus and virtually via videoconference. Board President Ovitt called the meeting to order at 2:01 p.m.

Members present: Ms. Brugger, Mr. McDougal, Ms. Negrete-McLeod, Mr. Ovitt, Ms. Olivares-Lambert, Ms. Douge (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 3:02 p.m.

STUDY SESSION

Alumni Partnership Report 2020-2021 – Associate Superintendent Alisha Rosas introduced Dr. Janeth Rodriguez, director, alumni and community relations and Heather Parsons, manager, major and capital gifts fundraising, who presented on the following: alumni; community; governmental relations; high school outreach; connecting with future alumni; informed alumni; *Alumni Panther Connect*; virtual connection for tailgate and Black Student Success week events; opportunities for students and community partners; *The Breeze Takes Flight* video journalism project; impact; Panther Pride; engagement; Undocumented Student Action Week; connection; Women Leading Change; legislative advocacy; high school outreach; and Senior Early Transition (SET).

Dr. Shannon and the Governing Board congratulated Heather Parsons for being named president-elect of the Rancho Cucamonga Chamber Board.

REGULAR SESSION

The regular session reconvened at 3:24 p.m., and Board President Ovitt asked Trustee Brugger to lead the Pledge of Allegiance to the Flag.

ORGANIZATION

Lee McDougal proposed that the Board maintain the same officer positions for the upcoming year due to the pandemic. Trustee Olivares-Lambert seconded this proposal.

The Governing Board elected the following officers to serve in 2021–2022, commencing at the July 22, 2021 Board meeting:

Gary C. Ovitt – President and Alternate Voting Representative to the San Bernardino County Committee on School District Organization
Lee C. McDougal – Vice President
Kathleen Brugger – Clerk
Gloria Negrete McLeod – Voting Representative to the San Bernardino County Committee on School District Organization

PUBLIC COMMENTS

Julie Sanchez, executive assistant in the superintendent/president's office, read a comment received from Christopher Dievendorf, theatre technician, regarding the cost of living (COLA) increase.

COMMUNITY LINKAGES

GOVERNING BOARD

Student Trustee Rousselle Douge reported that the Chaffey College Student Government (CCSG) special election took place July 19 through July 22. The results should be ratified and announced by July 26, which is also the date of the first CCSG Senate meeting. The members will be sworn in at that time.

Trustee McLeod had no report.

Trustee McDougal reported that he is working on a project for the Chaffey College Foundation to be donated for the golf tournament.

Trustee Brugger reported that she made her monthly donations to the College for the Panther Care Program, the Classified Senate Backpack Project, and the Wignall Museum. She also mentioned news articles regarding Chaffey College in the local papers.

Trustee Olivares-Lambert had no report.

Board President Ovitt reported attending an Ontario City Council meeting; a First 5 Commission meeting; a Promise Scholars reception; a Children's Fund meeting; and a Parks and Recreation meeting.

LEGISLATIVE UPDATE

Dr. Janeth Rodriguez provided a written presentation which included updates on: AB 1273, Interagency Advisory Committee on Apprenticeship: The Director of Consumer Affairs and the State Public Health Officer; and AB 1459, Financial Aid Reform.

PRESENTATIONS

The following videos were played for the Governing Board:

- MacKenzie Scott Gift
- Chaffey College Choir Virtual Performance

FOUNDATION

Dr. Lisa Nashua, executive director of the Foundation, provided a written report which included: scholarship fall application period; Foundation Finance and Investment Committee; AAUW Awards for transferring students; HowMet International Foundation; Southern California Edison year-end report submitted; the James Irvine Foundation proposal to be submitted; Chaffey College Foundation golf tournament; community partners; \$2.9 million budget allocation for the InTech Welding Center; San Manuel Band of Mission Indians potential partnership; and Assemblymember Freddie Rodriguez open house and vaccine clinic.

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. (Items D.6 – D.14 were pulled at the request of District staff.)

Employment or Ratification of:

Hourly personnel including adjunct faculty, contract faculty overload, and short-term workers.
Matthew Morin to the temporary, unclassified, professional expert position of assistant dean, intersegmental partnerships and deliveries, effective July 1, 2021, through June 30, 2022, including a one-time payment effective July 1, 2020, under the terms and conditions of the employment agreement.

Cheryl Newman-Tarwater to the temporary, unclassified, professional expert position of campus police liaison, effective June 28, 2021, through August 31, 2021, under the terms and conditions of the employment agreement.

Appointment of:

Robert Rundquist to the position of dean, institutional effectiveness, 1.0 FTE, 12 months, range 32, step G of the management salary schedule, effective July 1, 2021.

Misty Burruel to the position of dean, visual and performing arts, 1.0 FTE, 12 months, range 32, step C of the management salary schedule, effective July 1, 2021.

- The Governing Board approved the educational services coordinator assignments for the 2020–21 academic year as identified on the attached list. (This list has been made a part of the meeting minutes.)
- The Governing Board approved the educational services coordinator assignments for the 2021–22 academic year as identified on the attached list. (This list has been made a part of the meeting minutes.)
- The Governing Board approved the temporary increase in assignments of the .475 contract employees in the Campus Store to work a maximum of eight hours per day for no more than twenty consecutive days and for a period that will not exceed seventy-five days during the 2021–22 fiscal year.
- The Governing Board ratified the temporary increase in assignment for the workforce research analyst from .475 to 1.0 FTE for the period of July 1, 2021, through December 31, 2021.

CONSENT AGENDA

A motion was made by Ms. Brugger, seconded by Ms. Negrete-McLeod, to approve the consent agenda as presented.

- Yeas: Ms. Brugger, Mr. McDougal, Ms. Negrete-McLeod, Mr. Ovitt, Ms. Olivares-Lambert, Ms. Douge (advisory)
- Nays: None

Through this action, the following were approved (Approval of Minutes, June 24, 2021, through Memorandum of Understanding – Chaffey Community College District and California School Employees Association (CSEA), Chapter 431.)

GOVERNANCE PROCESS

The minutes of the June 24, 2021, regular Board meeting were approved as presented.

The Governing Board changed the date of the September Board meeting to Monday, September 20, 2021.

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.

ACADEMIC AFFAIRS

The Governing Board approved the College and Career Access Pathways (CCAP) Partnership Agreement between Chaffey Community College District and Fontana Unified School District.

BUSINESS/FISCAL AFFAIRS

The Governing Board approved the revised District authorized signature list to be effective July 22, 2021. (This list has been made a part of the meeting minutes.)

The Governing Board approved:

- a. The designation of the *Inland Valley Daily Bulletin* as the newspaper for the publication of the notice of public hearing on the 2021-2022 budget.
- b. August 23, 24, and 25, 2021 as the dates the 2021-2022 budget will be available for public inspection on the Chaffey Community College website.
- c. August 26, 2021, at 2:00 p.m. as the date and time of the budget public hearing.

The Governing Board adopted Resolution 72221, 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.

The Governing Board approved the 2023-2027 Five-Year Capital Construction Plan and authorized the superintendent/president of the college to sign the formal documents that authorize action on behalf of the District.

The Governing Board approved the Budget Transfer Board Report for the period of April 1, 2021 through June 30, 2021.

HUMAN RESOURCES

The Governing Board ratified the employment contracts between the Governing Board of the Chaffey Community College District and the dean, institutional effectiveness; dean, visual and performing arts; and director, career and transfer centers.

The Governing Board approved the memorandum of understanding between the Chaffey Community College District and California School Employees Association (CSEA), Chapter 431.

ACTION AGENDA

BUSINESS/FISCAL AFFAIRS

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

Yeas: Ms. Brugger, Ms. Negrete-McLeod, Mr. McDougal, Mr. Ovitt,
Ms. Olivares-Lambert, Ms. Douge (advisory)
Nays: None

CEO/STAFF REPORTS

Dr. Henry Shannon, superintendent/president, presented the Board with copies of his monthly report. The report highlighted the Chaffey College 10-Point Plan; InTech Center's new welding lab; CORE Academy Economic Mobility Initiative for Low-Income Residents; and updates from the offices of equity, outreach and communications, instruction and institutional effectiveness, and student services and strategic communications.

Academic Senate President Neil Watkins was not present. Sarah Cotton, academic senate vice president, participated on behalf of Neil Watkins. Ms. Cotton reported that they are excited for the upcoming school year.

Classified Senate President Sarah Schmidt had no report.

CSEA President Sapna Jethani-Prado was not present.

CCFA President Bruce Osburn read a statement regarding part-time faculty.

CDCFA had no report.

BOARD COMMENTS, REQUESTS, AND FUTURE AGENDA ITEMS

None.

ADJOURNMENT

The meeting was adjourned at 4:10 p.m.

The next regular meeting of the Chaffey Community College District Governing Board is Thursday, August 26, 2021.

President

Clerk

BUSINESS/FISCAL AFFAIRS

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 26, 2021
Board Meeting Date

TOPIC 2021-2022 APPROPRIATION LIMIT

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.

The schedule for presentation and review of budget proposals shall comply with state law and regulations, and provide adequate time for Governing Board study.

PROPOSAL

To approve the 2021-2022 appropriation limit.

BACKGROUND

On November 6, 1979, the voters passed Proposition 4 (Gann Limit), a constitutional amendment appropriating limits for state and local government agencies. The Gann Limit is intended to constrain the growth in state and local government spending by linking year-to-year changes in expenditures to changes in inflation and population (FTES for colleges). Each year the district is required to calculate its appropriations subject to limitation as identified in Article 13b of the state constitution and Division 9 of Title 1 of the Government Code.

The worksheet calculates an appropriation limit for the 2021-2022 fiscal year of \$139,067,895. The appropriation subject to limitation included within the proposed adopted budget is \$117,213,657. The district is below the appropriation limit by \$21,854,238.

BUDGET IMPLICATIONS

Funding Source – Unrestricted general fund.

Status of Funds – Calculations are based on the proposed adopted budget.

Future Implications – Review of the appropriation limit is completed on an annual basis.

RECOMMENDATION

It is recommended the Governing Board approve the 2021-2022 appropriation limit of \$139,067,895.

Prepared by:	Anita D. 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 26, 2021

Board Meeting Date

TOPIC: APPROVAL TO DESIGNATE KLEIN EDUCATIONAL SYSTEMS AS A SINGLE SOURCE VENDOR FOR A SOLE SOURCE PROCUREMENT

Communication No. IV.F.2.b

SUPPORTS BOARD POLICIES

Supports and complies with policies: 2700 Conflict of Interest, 6100 Delegation of Authority, 6330 Purchasing, and 6340 Contracts.

PROPOSAL

It is recommended that the Governing Board of the District authorize Chaffey Community College to negotiate and enter into a contract with Klein Educational Systems, Inc. on a single source basis for the sole source products and equipment it exclusively distributes in the state of California as described herein, pursuant to California Public Contract Code, Section 3400.

BACKGROUND

Under California Public Contract Code Section 3400 (c)(3), the District may make a finding designating that certain products, things, or services are only available from one source. The California Strong Workforce Program has provided funding for the Hydraulic Troubleshooting Equipment for the Industrial Electrical Technology (IET) program to cover the mechanical portion of Mechatronics Training. The funds will be used to purchase instructional equipment for mechanical classes held at the InTech Center.

Sole Source Product Justification: Chaffey has identified Amatrol products distributed exclusively by Klein Educational Systems to strengthen the mechanical hands-on lab portion of the Mechatronics program. This equipment covers a broad array of applications across many industries. This will enable learners to work effectively in a wide range of industrial settings. Purchasing from Klein Educational Systems is the only way to ensure the product listed is compatible with the existing Amatrol equipment presently at the Intech Center.

Single Source Vendor Justification: Klein Educational Systems is the exclusive authorized distributor for Amatrol manufactured products within the state of California. Attached is the sole source letter from Amatrol confirming Klein Educational Systems as their exclusive distributor. Therefore, this agenda item is requesting Governing Board consideration for approval of Klein Educational Systems as the single source vendor for its respective sole source equipment. The proposed contract amount is \$208,769.

BUDGET IMPLICATIONS

Funding Source – Restricted general fund.

Status of Funds – Funds of \$208,769 for this contract are included in the 2021-2022 restricted general fund budget.

Future Implications – N/A

RECOMMENDATION

District staff recommends Governing Board approval and finds that Klein Educational Systems is the single source supplier for Amatrol products. Amatrol products are sole source products for the performance and services required as described in this Agenda Item, and Chaffey may proceed to negotiate and enter into a sole source contract with Klein Educational Systems for the products and equipment described herein.

APPROVAL TO DESIGNATE KLEIN EDUCATIONAL SYSTEMS AS A SINGLE SOURCE VENDOR FOR A
SOLE SOURCE PROCUREMENT
August 26, 2021
Page 2

Attachment: Letter from Klein Educational Systems

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>



July 16, 2021

Bill O'Neil
California InTech Center
9400 Cherry Avenue
Building A
Fontana, CA 92335

Subject: Amatrol Sole Source Letter

Dear Mr. Bill O'Neil,

This is to advise your organization that Klein Educational Systems, Inc. at 2851 Spafford Street, Davis, CA 95618, is the authorized distributor for Amatrol products within the state of California.

Amatrol uses exclusive distributors for specific states. Therefore, *Klein Educational Systems* is the only distributor supported by Amatrol for California purchases.

Amatrol is the only manufacturer that can produce and supply the following product(s) quoted by *Klein Educational Systems*: 950-HT1 Hydraulic Troubleshooting Learning System, 41220 Hand Tool Package - Hydraulic Systems, 79-552 Accumulator Charging Assembly, 950-PT1 Pneumatic Troubleshooting Learning System, and 41221 Hand Tool Package - Pneumatic Systems.

All Amatrol learning systems include student curriculum and instructor's guides, which can be used in either a self-paced or lecture-lab environment. All Amatrol curricula use the same format, including learning objectives and industry skills. The instructor's curriculum includes all testing, authentic (skills) assessment resources, and rubrics for consistent student assessment. Only Amatrol-branded curriculum can guarantee full compatibility of hands-on skills and objectives with Amatrol learning systems.

If you need further information, please contact me at 800-264-8285.

Sincerely,

A handwritten signature in black ink that reads "Kent Powell". The signature is fluid and cursive, with a large initial "K" and "P".

Kent Powell
North America Sales Manager

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 26, 2021

Board Meeting Date

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

Communication No. IV.F.2.c

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 82621A, 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 82621A 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 82621A, 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 82621A

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. 82621A

**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 26th day of August 2021, 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

EXHIBIT A

DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS

BOARD MEETING DATE: AUGUST 26, 2021

<u>Quantity</u>	<u>Description (Make, Model, Color, Dimensions, Etc.)</u>	<u>Serial #s (Asset #'s)</u>
1	DeWalt Radial Arm Saw (with stand and work surface)	860193-01 (011016)
1	Husky Air Compressor	82604 (NA)
1	Kirkland Refrigerator	VSJ2822371 (NA)
	Optiplex GX261	71M5331 (NA)
	POWERMAC G4	XB0240B03JJ1 (115604)
	Optiplex 755	5X27RF1 (128802)
	OPTIPLEX 760	F6HC6J1 (130774)
	EXTRON MPS 112	A067KR5 (131937)
	OPTIPLEX 755	6YL6CF1 (128483)
	OPTIPLEX 7010	9QQVL02 (1XX423)
	OPTIPLEX 7010	9Q4YL02 (136398)
	DELL PRECISION 390	2F6GMC1 (127392)
	EXTRON MPS 112	A05UIAK (131939)
	EXTRON MPS 112	A067KR7 (131949)
	POWERMAC G4	XB01536THSE (121437)
	OPTIPLEX 7010	9RFZL02 (136465)
	EXTRON MPS 112	A04EAVP (NA)
	OPTIPLEX 755	5YL6CF1 (128560)
	OPTIPLEX 755	5NN6CF1 (128489)
	OPTIPLEX 755	1MLXFG1 (129535)
	OPTIPLEX 755	8K4NRF1 (128820)
	OPTIPLEX 745	7C16DD1 (128051)
	OPTIPLEX 745	GP36WC1 (127702)
	OPTIPLEX 745	B4HHPS1 (134625)
	OPTIPLEX 745	FR1MFX1 (135599)
	OPTIPLEX 745	9QFXL02 (136260)
	OPTIPLEX 745	CDCXDC1 (135028)
	OPTIPLEX 745	FSNMFX1 (135569)
	OPTIPLEX 745	GGZKGQ1 (133870)
	OPTIPLEX 745	FQ5MFX1 (135598)
	OPTIPLEX 745	89V9BY1 (135700)
	OPTIPLEX 745	2153W12 (136563)
	EXTRON MPS 112	Q04OSQT (NA)
	EXTRON MPS 112	A04J225 (NA)
	PANASONIC PT-FW300	SC1236041 (130247)
	HPTV (CPTOH-0603) 50"	CNH641004 (126131)
	HP DESIGN JET T1120	MY9581Q04R (130189)
	APPLE 24" MONITOR	2A91951POKE (131394), 2A91951SOKE (131597), 2A92102XEKE (131638), 2A92509VOKE (131651), RSESUSTOKO (131656), 2A92102YOKO (131646), 2A92509ROKO (131648), 2A92002YOK (131686), 2AS250AKOKE (131642), 2A9250A1EKE (131684), 2A9503X0OKO (132188), 2A9503HDOKE (132189), 2A92509NOKE 9131640), 2A9194JZOKO (131682), 2A9194HSOKO (131672), 12A92007HOKE (131674), 2A9194VL0KO (131609), 2A919528OKE (131607), 2A9194YJOKE (131678), 2A9194YBOKO (131675), 2A91951YOKE (131591), 2A91945Z2KE (131629), 2A9250900KO (131643), 2A91952A2K (131687), 2A91951MEKE (131585), 2A9201RGOKA (131657),

		2A9258ANOKE (131654), 2A92001BEKE (131661), 2A9194K30KE (131633), 2A00728YOKE (132225)
	XEROX PHASER 6350 DP	WNN537689 (125463)
	APPLE 27" MONITOR	2A921034OKO (131650), 2A91951Q0KO (131587), 2A9194EMOKE (131652), NA (131610), 2A91951UOKE (131679), 2A919532EKE (131679), 2A9194F8OKO (131604), 2A91951XOKO (131586), 2A9503X6OKO (132191), 2A9194FNOKO (131631), 2A9195250KE (131620), 2A91951WOKE (131600), 2A9194K60KO (131627), 2A9194F52KE (131603), 2A919511OKA (131592), 2A91951TOKE (131617), 2A9195140KE (131613), 2A9461ALOKO (132190), 2A91951ROKO (131618), 2A91951VOKO (131599), 2A92004VOKA (131670), 2A92006KEKE (131660)
	LAPTOP CART	NA (122311)
	EXTRON MPS SERIES	NA (132324), NA (131941), NA (133642), NA (131938), NA (131941), NA (132327), NA (132321), NA (132322)
	CISCO	DMP-4400 (131994),
	3M	NA (121038)
	LATITUDE D830	6GSF6H1 (130385)
	LATITUDE E6530	NA (135021)
	LATITUDE D830	BC70DG1 (129584)
	LATITUDE C840	136L321 (121043), 1NW7W21 (122485)
	OPTIPLEX 755	43J0GG1 (129615)
	OPTIPLEX 780	JNX1FN1 (132553)
	APPLE POWER BOOK G4 M5884	QT1131FNJF8 (NA)
	APPLE POWER BOOK G4 M8407	QT2070HXM2N (118698)
	APPLE MAC G4	X33020BRMX1 (121193), X33020BLMX1 (121176)
	MACBOOK PRO	W90140P266E (132251), W80140ND66E (13225), W88219RZYJX (129697)
	LATITUDE D830	HH70DG1 (129601)
	IMAC 21"	QP0243BU5PK (132480), QP0243A45PK (132475)
	IMAC 17"	N52391GGKPRN (121155), N52391GEKPW (121157)
	IMAC 27"	QP0310LDDNP (132749), QP9111M70TM (130844), D25J70GCDH5P (134820)
	TV HP 55" CPTOH-0603	CNH64100665 (126133)
	IMAC 19"	QP0243A65PK (132474)
	IMAC 24"	QP9381840TG (131691), QP93814C0TG (131689)
	IMAC	QP0243CXSPK (132478), QP93313AQTJ (131538)
	IMAC 21"	D25H90A0DHJFF (134454)
	COLOREDGE CG241W	39874088 (127688)
	DELL LCD 17	MX08G152476052C1A34G (121267), CN05Y232716183CMAH21 (123002)

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 26, 2021
Board Meeting Date

TOPIC EDUCATION PROTECTION ACCOUNT EXPENSE DETERMINATION

Communication No. IV.F.2.d

SUPPORTS BOARD POLICY

Board Policy 6300 Fiscal Management - The Superintendent/President shall establish procedures to assure that the fiscal condition and activity of the District ensures fiscal health and stability, supports Governing Board priorities and financial planning and budgeting, and is consistent with generally accepted principles of accounting and business practices.

PROPOSAL

To approve the determination that Proposition 55 Education Protection Account funds in the estimated amount of \$21,940,090 be used to partially fund instructional faculty salaries and benefits for the 2021-2022 fiscal year.

BACKGROUND

Proposition 55, the California Children’s Education and Health Care Act of 2016, is an extension of Proposition 30, extending the personal income tax increase through 2030-31. This proposition temporarily extends increased income taxes for upper-income earners (\$250,000 for individuals and \$500,000 for couples) but does not extend the sales and use tax, which expired on January 1, 2017. These increased taxes provide continuing funding for local school districts and community colleges. The Education Protection Account (EPA) was created in the state General Fund to receive and disburse these temporary tax revenues.

Districts have sole authority to determine how the monies received from the EPA are spent, provided that the governing board makes these spending determinations in open session of a public meeting of the governing board. Each entity receiving funds must annually publish on its Internet website an accounting of how much money was received from the EPA and how that money was spent. Additionally, the annual independent financial and compliance audit required of community colleges shall ascertain and verify whether the funds provided from the EPA have been properly disbursed and expended as required by law. Expenses incurred to comply with these additional audit requirements may be paid from the EPA.

EPA expenditures will be recorded annually on the CCFS-311 (Prop 55 EPA expenditure report, copy attached), which can also be used as a template for districts to publish their EPA expenditures on their website.

Revenue for EPA funds are unrestricted and should be recorded in object code 8630. The Act specifically prohibits the expenditure of EPA funds for administrative salaries and benefits or any other administrative costs. The District will incur a sufficient level of non-administrative costs (e.g., instruction and student support costs) to easily ensure that EPA funds are not used for administrative costs.

The District’s 2021-2022 estimated EPA funds of \$21,940,090 (based on the Chancellor’s Office advance apportionment), will be used to partially fund instructional faculty salaries and benefits. These funds are not additional funds, but are components of the state “computational revenue” calculation.

BUDGET IMPLICATIONS

Funding Source – N/A

Status of Funds – N/A

Future Implications – N/A

EDUCATION PROTECTION ACCOUNT EXPENSE DETERMINATION

August 26, 2021

Page 2

RECOMMENDATION

It is recommended the Governing Board approve the determination that Proposition 55 Education Protection Account funds in the estimated amount of \$21,940,090 be used to partially fund instructional faculty salaries and benefits for the 2021-2022 fiscal year.

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

SUPPLEMENTAL DATA

Budget Year: 2021-2022

District ID:

Name: Chaffey College

Activity Classification	Activity Code	Unrestricted			
EPA Proceeds:	8630	21,940,090			
Activity Classification	Activity Code	Salaries and Benefits (1000 - 3000)	Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Total
Instructional Activities - Faculty Salaries and Benefits	0100-5900	21,940,090			21,940,090
Total Expenditures for EPA		21,940,090	0	0	21,940,090

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 26, 2021

Board Meeting Date

TOPIC **CHAFFEY COLLEGE BOND CITIZENS’ OVERSIGHT COMMITTEE MEMBERSHIP**

Communication No. IV.F.2.e

SUPPORTS BOARD POLICY

Board Policy 6740 Citizens’ Bond Oversight Committee — If a bond measure has been authorized pursuant to the conditions of Proposition 39 as defined in the California Constitution, the Superintendent/President shall establish a Citizens’ Bond Oversight Committee in accordance with the applicable law and necessary regulations.

PROPOSAL

To approve one new member to serve on the Chaffey College Bond Citizens’ Oversight Committee.

BACKGROUND

The Citizens’ Oversight Committee monitors and reports to the public on an annual basis the proper expenditure of bond revenues. The committee provides oversight that the bond revenues are expended only for projects identified in Measures L and P.

One new member is indicated in bold italics.

Member	Residence	Occupation	Category	Term
Ed Cook	Montclair	Member at Large	Member	2
<i>Rousselle Douge</i>	<i>Rancho Cucamonga</i>	<i>Student/Chaffey College</i>	<i>Member</i>	<i>1</i>
Jamie Harwood	Chino	Business Organization	Member	2
Richard Riley	Ontario	Taxpayer’s Organization	Member	2
Loren E. Sanchez	Upland	Advisory/Foundation	Member	2
Wayne Scaggs	Chino Hills	Member at Large	Member	1
Aaron T. Skeers	Rancho Cucamonga	Member at Large	Member	2
Audrey Voight	Upland	Senior Advisory	Member	2

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

To approve one new member to serve on the Bond Citizens’ Oversight Committee.

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

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 26, 2021

Board Meeting Date

TOPIC **THE REGENTS OF THE UNIVERSITY OF CALIFORNIA PUENTE PROJECT AND CHAFFEY COLLEGE AGREEMENT NO. 21-PUENTE-CC-05**

Communication No. IV.F.2.f

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 Agreement No. 21-PUENTE-CC-05 between the Regents of the University of California Puente Project and Chaffey College, in the amount of \$1,500 each year for fiscal years 2021-2023 (\$3,000 total).

BACKGROUND

Chaffey College has partnered with the Regents of the University of California, Puente Project to increase the number of educationally disadvantaged students who enroll in four-year colleges and universities, earn degrees, and return to the community as leaders and mentors to future generations. This program supports the agreement between the California Community Colleges and the Regents which calls for increased transfers to the University and expansion of Puente. If sufficient funds are not appropriated by the State of California for this Program, or if funding for any fiscal year is reduced or deleted, this agreement shall either be cancelled pursuant to the applicable agreement termination provisions or amended to reflect a reduction in funds.

BUDGET IMPLICATIONS

Funding Source – The Regents of the University of California, Puente Project.

Status of Funds – Funds of \$1,500 for the first year of this grant are included in the 2021-2022 restricted general fund adopted budget.

Future Implications – This is a two year grant, beginning July 1, 2021 through June 30, 2023. University will provide mentor support funds of \$1,500 for each year that this agreement is in effect.

RECOMMENDATION

It is recommended that the Governing Board approve Agreement No. 21-PUENTE-CC-05 between the Regents of the University of California Puente Project and Chaffey College, in the amount of \$1,500 each year for fiscal years 2021-2023 (\$3,000 total).

Prepared by:	Ray Cuellar, Director, Grants Development and Management
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

HUMAN RESOURCES

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 26, 2021

Board Meeting Date

TOPIC CHAFFEY COLLEGE FACULTY ASSOCIATION BARGAINING TOPIC

Communication No. IV.F.3.a

SUPPORTS BOARD POLICY

BP 7140 Collective Bargaining – If eligible employees of the District select an employee organization as their exclusive representative, and if after recognition by the District or after a properly conducted election, an exclusive representative is certified as the representative of an appropriate unit of employees under the provisions of the Educational Employment Relations Act, Government Code Sections 3540 et seq., the District will meet and negotiate in good faith on matters within the scope of bargaining as defined by law. The District will assure that employees are treated equitably and evaluated regularly and systematically. Negotiated agreements with employee groups shall be fair, equitable, and affordable. The Superintendent/President shall: Conduct collective bargaining in a manner that is fair, applies principles of interest-based bargaining, and complies with Governing Board-established parameters. Approve collective bargaining contracts.

PROPOSAL

To accept the bargaining topic in preparation to open negotiations with the Chaffey College Faculty Association.

BACKGROUND

On July 20, 2021, the Chaffey College Faculty Association issued a demand to bargain for Article 21- Compensation of Chaffey College Faculty Association agreement. The bargaining topic is to negotiate the unanticipated increase in COLA for the 2021-22 fiscal year.

Article 8, Section 3547 of the Government Code requires that the public be given an opportunity to express itself regarding the initial proposal of the representatives at a public meeting of the public-sector employer.

BUDGET IMPLICATIONS

N/A

RECOMMENDATION

It is recommended that the Governing Board accept the bargaining topic in preparation to open negotiations with the Chaffey College Faculty Association.

Submitted by:	Laura Hope, Associate Superintendent, Instruction and Institutional Effectiveness
Recommended by:	Henry D. Shannon, Superintendent/President

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 26, 2021

Board Meeting Date

TOPIC MANAGEMENT PERSONNEL PLAN/EMPLOYMENT CONTRACTS

Communication No. IV.F.3.b

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.

PROPOSAL

To ratify the employment contracts between the Governing Board of the Chaffey Community College District and the management employees in positions listed below:

	<u>Proposed Contract</u> <u>Expiration Date</u>
<u>Level III</u>	
Director, Disability Programs and Services	June 30, 2023
Director, Extended Opportunity Programs and Services	June 30, 2023

BACKGROUND

The Chaffey Community College District Management Professional Development/Evaluation Personnel Plan approved by the Governing Board on May 27, 2021, 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 these positions are included in the 2021–22 tentative budget.

Future Implications – It is anticipated that these costs will be ongoing.

RECOMMENDATION

It is recommended the Governing Board ratify the employment contracts between the Governing Board of the Chaffey Community College District and management employees in positions 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 26, 2021

Board Meeting Date

TOPIC MANAGEMENT PROFESSIONAL DEVELOPMENT/EVALUATION PERSONNEL PLAN UPDATE

Communication No. IV.F.3.c

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 the Governing Board approve the update to Article 6.3 Salary Administration in the 2020-2023 Management Professional Development/Evaluation Plan.

BACKGROUND

The Management Professional Development/Evaluation Plan was last revised and approved in May 2021. Included in the plan was the addition of longevity compensation. The plan language has been revised to include longevity for management employees for their continuous service to the District.

BUDGET IMPLICATIONS

Funding Source – N/A
Status of Funds – N/A
Future Implications – N/A

RECOMMENDATION

It is recommended the Governing Board approve the update to Article 6.3 Salary Administration in the 2020-2023 Management Professional Development/Evaluation Plan.

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

The Governing Board may, at its sole discretion, approve salary adjustments other than the salary adjustments provided for in this plan.

6.3 Salary Administration

Managers at the executive level are expected to function at or near the peak of competence and expertise immediately upon employment by the district. As a consequence of this expectation, the Governing Board supports the position to compensate managers commensurate with the market value of their expertise immediately upon placement. Executive level managers are contract employees, and as such, the initial salary placement shall be established through conferred agreement with the superintendent/president and approval by the Governing Board.

Managers at management Levels II, III, and IV are normally expected to have varying degrees of experience and proven capabilities. In order to provide the superintendent/president and the Governing Board adequate flexibility in the hiring and placement of managers in the respective positions, initial salary placement shall be determined through conferred agreement with the superintendent/president who shall recommend placement on the salary schedule to the Governing Board for approval.

Longevity: Management employees shall be compensated in recognition of accrued continuous ~~time as a management level employee~~ employment, without a break in service, at the following rate:

Effective July 1, 2021, longevity will be awarded after eight (8) years and each additional four (4) years up to a maximum of twenty (20) years of service. The amount of the longevity compensation increment will begin at \$100 per month up to a maximum of \$400 per month.

Longevity increases are effective July 1, October 1, January 1, and April 1 of each year for management employees whose anniversary date falls within that quarter.

6.4 Classification Review

The college is a dynamic entity, and, as such, procedures must be in place that provide an opportunity for adjustment to classifications in order to meet the legitimate needs of the college. The procedures set forth herein will provide for classifications to be reviewed when it can be demonstrated that there has been a significant change(s) in duties/responsibilities and accountability.

Short-term and permanent change(s) must be documented by the employee and his/her immediate supervisor and forwarded to the Director, Human Resources. In the event the change(s) is both permanent and significant, the Director, Human Resources shall forward the request to the classification consultant, who shall determine the impact of the changes. In the event the classification consultant recommends a change to the classification, the change will be presented for review

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 26, 2021
Board Meeting Date

TOPIC **MEMORANDUM OF UNDERSTANDING – CHAFFEY COMMUNITY COLLEGE DISTRICT AND CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA), CHAPTER 431**

Communication No. IV.F.3.d

SUPPORTS BOARD POLICY

Board Policy 7140, Collective Bargaining – The superintendent/president shall:

- Conduct collective bargaining in a manner that is fair, applies principles of interest-based bargaining, and complies with Governing Board-established parameters.
- Approve collective bargaining contracts.

PROPOSAL

It is recommended that the Governing Board approve the attached memorandum of understanding between the Chaffey Community College District and California School Employees Association (CSEA), Chapter 431.

BACKGROUND

The District recognizes the importance of maintaining safe facilities and operations, for the benefit of the students, faculty, staff and communities we serve. The District and CSEA convened to negotiate the effects of issues related to the COVID-19 pandemic. The attached MOU reflects the agreed upon provisions through August 9, 2021.

BUDGET IMPLICATIONS

Funding Source – N/A

Status of Funds – N/A

Future Implications – N/A

RECOMMENDATION

It is recommended the Governing Board approve the attached memorandum of understanding between the Chaffey Community College District and California School Employees Association (CSEA), Chapter 431.

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

MEMORANDUM OF UNDERSTANDING
BETWEEN
CHAFFEY COMMUNITY COLLEGE DISTRICT
AND
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION AND ITS CHAFFEY COLLEGE
CHAPTER #431
COVID-19 RESPONSE

July 20, 2021

This memorandum is agreed between The Chaffey Community College District (“District”) and the California School Employees Association and its Chaffey College Chapter #431 (together “CSEA”) concerning the District’s response to the coronavirus (COVID-19) epidemic.

The District and CSEA recognize the importance of maintaining safe facilities and operations, for the benefit of the students and communities served by the District and its faculty and staff. We recognize the importance of prudent measures to prevent District employees, students, their families, or other people using District facilities from being exposed to or infected with COVID-19. Care should be taken to identify potential exposure and prevent the spread of the disease.

To these ends, the District and CSEA agree as follows:

1. The District will inform CSEA immediately should it learn of a confirmed COVID-19 infection of any District employee or student.
2. The District will communicate to employees information regarding public health measures, hygiene, and sanitation to help prevent the spread of the virus and will ensure, to the extent possible under the circumstances, that its facilities have the necessary supplies for preventive sanitation measures (such as soap and water, disposable towels or tissues, and hand sanitizer). The District shall take all necessary steps to comply with recommended social distancing guidelines. The District shall supply employees with face coverings and disposable gloves. CSEA will cooperate with this communication effort.
3. Effective **July 27, 2021**, all classified employees will remain in paid status for the duration of this MOU which is from **July 27, 2021 through August 9, 2021**.

CSEA agrees that all previous COVID-19 MOUs and this current COVID-19 MOU do not prohibit the District from disciplining, releasing, or separating employees for reasons unrelated to COVID-19. The District maintains the right to discipline, release, or separate employees for reasons unrelated to COVID-19.

During the duration of this MOU, employees will either need to 1) report to work remotely as needed; or 2) report on-site, as needed. A district manager will notify classified employees by District email of their work assignments.

The district will provide a monthly list of all bargaining unit members that have worked at a District work site to CSEA.

During normal work hours, all employees not working on-site must be available to timely receive and respond to work-related communications and directions, if able, as appropriate to the assignment.

When called to return to work on-site, employees must report within three (3) hours or as directed by the supervisor, whichever is later.

If an employee has been called into work during the period of July 27, 2021 through August 9, 2021, and fails to report, he/she shall be required to use sick or other accruals for absences.

Bargaining unit members shall use video conferencing and other technology in a similar manner as if they were working on-site. Bargaining unit members shall be trained on such technology and software prior to implementation. Bargaining unit members working remotely should take frequent ergonomic breaks, consistent with the District's training.

Any classified employee who is currently on a leave unrelated to COVID-19 will continue to use his/her accrued leave.

4. If an employee is working on-site and meets the COVID-19 restrictions as identified by the CDC or Governor, or is determined by a certified health care professional to be immunocompromised, the employee will be permitted to work remotely. If under the age of 65, the employee must provide documentation from a certified health care professional, to the Office of Human Resources within 30 days. The District may require other classified employees to temporarily perform work outside of classification. Members required to temporarily perform work outside of classification shall be compensated in accordance with Article 18 – Temporary Assignments.
5. Managers shall communicate with bargaining unit members via district email, video conferencing, and/or phone. Employees shall be offered training on computer-based phone systems, Zoom, and other applicable technology and software in order to communicate with students, vendors, and/or other employees prior to implementation. Upon prior notification, group meetings conducted via Zoom may be recorded for training purposes only. Individual meetings shall not be recorded.
6. Employees who have questions about SB 95 can access information on the District's Human Resources website.

7. During the period of **July 27, 2021 through August 9, 2021** management and confidential employees may perform bargaining unit work, if necessary. The District will bargain future decisions to contract out bargaining unit work when applicable and required by law.
8. Employees identified to work remotely are expected to have the necessary equipment to do so. In the event employees do not have the necessary equipment, employees will report their equipment needs, and the equipment request shall be reviewed by the manager on a case-by-case basis. Employees who need supplies from the District may arrange with their manager to retrieve such supplies from their work site. Ergonomic support shall be coordinated by the Office of Human Resources.
9. At the District's sole discretion, when needed, the District shall provide remote desk top access, for those employees temporarily assigned to work remotely.
10. The District will comply with all federal and state leave laws regarding COVID-19 that apply to community college classified employees, including members rights to leave per SB 95.
11. Members that are immunocompromised or that meet restrictions identified by the CDC or the Governor and not able to work on site or remotely shall not have leave deducted from their leave balance due to their immunocompromised status meeting the restrictions identified by the CDC or Governor.
12. The District shall comply with and direct classified employees to follow San Bernardino County Health Department guidelines.
13. When an employee is called to work on campus, the District shall encourage and practice social distancing, including ensuring workspaces are distanced in accordance with the San Bernardino County Health Department guidelines.
14. Disagreements arising from the enforcement of this agreement shall be referred to the grievance procedure as outlined in Article 21 – Grievance Procedure of the collective bargaining agreement.
15. This MOU is being entered into solely under the context and circumstances of the COVID-19 epidemic and is non-precedent setting.
16. The District and CSEA agree that the COVID-19 Reopening Task Force is an advisory body and does not replace CSEA's right to negotiate the terms and conditions of employment.
17. The District and CSEA agree to meet to negotiate over any additional effects including an extension of the current provisions contemplated in this MOU, if the coronavirus pandemic or related emergency declaration is extended beyond that which is currently known or contemplated.
18. This MOU and all of the provisions herein end at the close of the day on **August 9, 2021** unless otherwise extended through a written agreement between the District and CSEA. In the event the County of San Bernardino meets the State of California's criteria to reopen before **August 9, 2021**,

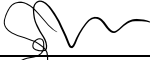
the District has the right to require all classified employees return to work under the current CSEA-District collective bargaining agreement. In the event this occurs, the District will continue to provide the necessary supplies for preventive sanitation measures in accordance with San Bernardino County Health Department Guidelines (such as soap and water, disposable towels or tissues, and hand sanitizer). Further, the District will continue to adhere to all of the social distancing and other directives set forth by the San Bernardino County Health Department.

It is agreed and understood that this agreement is subject to all approvals required by CSEA's 610 policy.

Dated this **21st** day of **July** 2021.

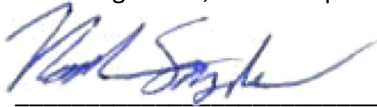
Association:

District:



Sapna Jethani
Chief Negotiator, CSEA Chapter #431

Lisa Bailey
Associate Superintendent, Business Services and
Economic Development



Noah Snyder
CSEA Labor Relations Representative

ACTION AGENDA

BUSINESS/FISCAL AFFAIRS

AGENDA ITEM
Chaffey Community College District
GOVERNING BOARD

August 26, 2021
Board Meeting Date

TOPIC CONTRACT, PURCHASE ORDER, AND WARRANT LISTS

Communication No. IV.G.1.a

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 2021.

BUDGET IMPLICATIONS

Funding Source – All Funds

Status of Funds – Funding for these contracts, purchase orders, and warrants are included in the 2021-2022 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
2022CS69	Adams Silva & McNally, LLP	Carlsbad, CA	For a not-to-exceed amount, to provide legal services for the period of July 1, 2021 through June 30, 2022, as approved by Human Resources Department.	\$20,000.00	Unrestricted General Fund
2022CS42	Ai-Media, Inc.	Youngstown, OH	For a not-to-exceed amount, to provide as-needed live captioning services for the period of July 1, 2021 through June 30, 2022, as approved by Superintendent/President's Office.	5,500.00	Unrestricted General Fund
2022PW18	Alert Security System	Upland, CA	For a not-to-exceed amount, to perform electrical work at the Chino campus, Main Instructional Building and Campus Store, for the period of July 22, 2021 through September 1, 2021, as approved by Facilities Department.	24,900.00	Capital Projects Fund
2019C421B	American Red Cross	Chicago, IL	Year 3 of 3-year agreement – to provide Red Cross training courses and course material for certification of Chaffey College instructors for the period of July 1, 2021 through December 12, 2021, as approved by Kinesiology Nutrition and Athletics Department.	7,500.00	Unrestricted General Fund
2022CS25	Arthur H. Marquez	Corona, CA	For a not-to-exceed amount, to provide training and consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ²	7,500.00	Restricted General Fund
2020PW579	Bernard Bros, Inc.	Ontario, CA	Amendment #2 to Task Order 2020PW579A – to increase the not-to-exceed amount for additional staffing fees, as approved by Measure P Construction Program.	399,360.00	Measure P Bond Fund
2021CS166A	Best Best & Krieger	Ontario, CA	Year 2 of 3-year agreement to provide as-needed general and special legal services for District matters related to the District's general legal issues or Measure P Bond issues, for the period of July 1, 2021 through June 30, 2022, as approved by the Office of the Associate Superintendent, Business Services and Economic Development.	72,000.00	Measure P Bond Fund / Unrestricted General Fund
2022CS21	Brian Vanderzanden	Beaumont, CA	For a not-to-exceed amount, to provide training and consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ³	7,540.00	Restricted General Fund

¹ Funding for all contracts and change orders on this list are included in the 2021-2022 tentative district budgets.

² Funded by Economic Development grant funds.

³ Funded by Economic Development grant funds.

2020CS320B	Career America LLC	Boulder, CO	Year 3 of 3-year agreement for service/end user license for GetAnswers Penny Financial Aid Chabot online service customized for Chaffey Community College District which includes 24/7 365 artificial intelligence chatbot, customizable financial aid knowledge base, indexing of financial aid webpages, and mobile responsiveness for the period of July 1 2021 through June 30, 2022, as approved by Financial Aid Department. ⁴	\$19,000.00	Restricted General Fund
2022CS15	Carlos Tamayo	Fontana, CA	For a not-to-exceed amount, to provide training and industry consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ⁵	6,000.00	Restricted General Fund
2022CS48	Christopher Williams	Hesperia, CA	For a not-to-exceed amount, to provide training and industry consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ⁶	2,400.00	Restricted General Fund
2022CS11	Cision	Chicago, IL	For a not-to-exceed amount, to provide social media advertising notifications for Chaffey College events, for the period of August 31, 2021 through August 30, 2022, as approved by Marketing and Public Relations.	10,872.00	Unrestricted General Fund
2019CS200C	Customers Bank	New Haven, CT	Year 4 or 5-year agreement – annual software subscription to process student’s financial aid disbursements, for the period of July 1, 2021 through June 30, 2022, as approved by Financial Aid.	9,000.00	Unrestricted General Fund
2022CS41	David Romero	Diamond Bar, CA	For a not-to-exceed amount, to provide a virtual presentation: Latino Male Empowerment on September 22, 2021, as approved by Special Populations and Equity Program. ⁷	500.00	Restricted General Fund
2022CS68	Devaney Pate Morris & Cameron, LLP.	San Diego, CA	For a not-to-exceed amount, to provide legal services for the District for the period of July 1, 2021 through June 30, 2022, as approved by Human Resources Department.	20,000.00	Unrestricted General Fund
2022CS35	Developing Leaders, Inc.	Fontana, CA	For a not-to-exceed amount, to provide training and industry consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ⁸	3,800.00	Restricted General Fund

⁴ Funded by Board Financial Assistance Program (BFAP) Financial Aid budget.

⁵ Funded by Economic Development grant funds.

⁶ Funded by Economic Development grant funds.

⁷ Funded by Student Equity budget.

⁸ Funded by Economic Development grant funds.

2021CS402	Diligent Corporation	Washington, DC	Amendment #1 – to increase the not-to-exceed amount for a license fee, as approved by Superintendent/President's Office.	\$537.00	Unrestricted General Fund
2022CS36	E. Clarke Stephens	Riverside, CA	For a not-to-exceed amount, to provide training in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ⁹	11,100.00	Restricted General Fund
2021CS493	Eide Bailly	Ontario, CA	Year 1 of a 3-year agreement, to perform annual audits of District's financial statements for the period of July 1, 2021 through June 30, 2024, as approved by Business Services.	66,100.00	Unrestricted General Fund
2022CS50	Eric Rodriguez	Upland, CA	For a not-to-exceed amount, to provide training in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ¹⁰	8,000.00	Restricted General Fund
2022CS8	Evans and Sutherland Computer Corp.	Salt Lake City, UT	For a 3- year Digistar Encore Maintenance Service agreement – to provide computer hardware, software updates, access to Digistar Cloud, technical support, access to online resources, and repair or exchange of the purchased (6) Digistar computers, monitors, and (2) F35 projectors for the period of July 17, 2021 through July 16, 2024, as approved by Math and Science Department.	15,000.00	Unrestricted General Fund
2022CS5	Feeding America Riverside San Bernardino Counties	Riverside, CA	For a not-to-exceed amount, to provide perishable and non-perishable food for our students at the Chino, Fontana, and Rancho campuses for the period of July 1, 2021 through June 30, 2022, as approved by Special Populations and Equity Program. ¹¹	16,984.44	Restricted General Fund
2022CS38	Gina Garcia	Pittsburg, PA	For a not-to-exceed amount, to provide a virtual presentation" Transforming Hispanic-Serving Institutions" on Wednesday, August 11, 2021, as approved by Instruction and Institutional Effectiveness. ¹²	2,500.00	Restricted General Fund
2022CS46	Golden Eagle Moving Services, Inc.	Upland, CA	For a not-to-exceed amount, to provide as-needed moving and storage services for the period of July 1, 2021 through June 30, 2022 as approved by Purchasing Services Department.	1,500.00	Unrestricted General Fund

⁹ Funded by Economic Development grant funds.

¹⁰ Funded by Economic Development grant funds.

¹¹ Funded by Student Equity budget.

¹² Funded by Student Equity budget.

2022CS32	Henry Charles Rogers	San Pedro, CA	For a not-to-exceed amount, to provide training and consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ¹³	\$4,800.00	Restricted General Fund
2022CS7	Idara Essien-Wood	San Diego, CA	For a not-to-exceed amount, to facilitate the Men of Color Task Force; consultation on the development of the campus climate survey, and provide professional development workshops as-needed, for the period of July 1, 2021 through June 20, 2022, as approved by Student Services. ¹⁴	50,000.00	Restricted General Fund
2022CS75	Jennifer A. Ingalls	San Bernardino, CA	For a not-to-exceed amount, to provide on-call sign language interpreting services to students for the period of July 1, 2021 through June 30, 2022, as approved by Disability Programs and Services. ¹⁵	10,000.00	Restricted General Fund
2022CS43	Jon Wollenhaupt	Sacramento, CA	For a not-to-exceed amount, to develop marketing tools to assist the In-Tech Center with its Center for Applied Competitive Technologies initiative. Services included but is not limited to: web-site updates, revisions and maintenance, and student and employer outreach, for the period of July 1, 2021 through December 21, 2021, as approved by Economic Development Department. ¹⁶	4,500.00	Restricted General Fund
2022CS17	Joseph Speigl	Fontana, CA	For a not-to-exceed amount, to provide training and industry consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ¹⁷	3,840.00	Restricted General Fund
2020CS607	Karin Ann Odell	St. Paul, MN	Amendment #3 – to increase the not to exceed amount for additional design services, as approved by Center of Excellence. ¹⁸	2,812.50	Restricted General Fund
2022CS2	Katty Chou, M.D.	Claremont, CA	For a not-to-exceed amount, to serve as a physician and provide medical services on the Rancho campus for the period of July 1, 2021 through June 30, 2022, as approved by Health Services. ¹⁹	27,500.00	Restricted General Fund

¹³ Funded by Economic Development grant funds.

¹⁴ Funded by Student Equity budget.

¹⁵ Funded by Disability Programs and Services (DPS) budget.

¹⁶ Funded by Economic Development grant funds.

¹⁷ Funded by Economic Development grant funds.

¹⁸ Funded by Center of Excellence grant funds.

¹⁹ Funded by restricted Student Health Services budget.

2022CS58	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 requested by the District for the period of July 1, 2021 through June 30, 2022, as approved by Human Resources Department.	\$20,000.00	Unrestricted General Fund
2022CS73	Kyle Victor	Bloomfield, NM	For a not-to-exceed amount, to conduct a virtual presentation on advocacy for LGBTQ2 identities on November 03, 2021, as approved by Special Populations and Equity Program. ²⁰	400.00	Restricted General Fund
2022CS9	Linguabee LLC	Arvada, CO	For a not-to-exceed amount, to provide as-needed interpreting services for the period of July 1, 2021 through June 30, 2022, as approved by Human Resources Department.	20,000.00	Unrestricted General Fund
2022CS13	Mark Hedges	Riverside, CA	For a not-to-exceed amount, to provide training and consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ²¹	21,000.00	Restricted General Fund
2022CS70	Melissa Quiroz	Rancho Cucamonga, CA	For a not-to-exceed amount, to provide on-call sign language interpreting services to students for the period of July 1, 2021 through June 30, 2022, as approved by Disability Programs and Services. ²²	10,000.00	Restricted General Fund
2022CS28	Michael W. Koehler	Highland, CA	For a not-to-exceed amount, to provide training and consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ²³	16,240.00	Restricted General Fund
2022CS27	Michael Wahome	Rancho Cucamonga, CA	For a not-to-exceed amount, to provide training and industry consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ²⁴	4,000.00	Restricted General Fund
2021CS488	Monster	Weston, MA	For a not-to-exceed amount, to provide employment advertisements on multiple social networks for the period of June 11, 2021 through June 10, 2022, as approved by Human Resources. ²⁵	7,585.00	Restricted General Fund

²⁰ Funded by Student Equity budget.

²¹ Funded by Economic Development grant funds.

²² Funded by Disability Programs and Services (DPS) budget.

²³ Funded by Contract Education program and Economic Development grant funds.

²⁴ Funded by Economic Development grant funds.

²⁵ Funded by Staff Diversity funds.

2022CS6	Ordway Corporation	Placentia, CA	For a not-to-exceed amount, to provide a preventative maintenance agreement on a Kodak 5334DI, and Offset Print Press for the period of July 1, 2021 through June 30, 2022, as approved by Marketing and Public Relations.	\$6,900.00	Unrestricted General Fund
2022CS12	PPL, Inc.	South Lake Tahoe, CA	For a not-to-exceed amount, to provide consulting services to the Campus Police Department for the period of July 1, 2021 through August 31, 2021, as approved by Administrative Services.	23,690.00	Unrestricted General Fund
2022CS22	Renee Ramos	Chino, CA	For a not-to-exceed amount, to provide training and industry consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ²⁶	2,800.00	Restricted General Fund
2022CS34	Richard Cortez	Rancho Cucamonga, CA	For a not-to-exceed amount, to provide training and consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ²⁷	5,400.00	Restricted General Fund
2022CS3	Rita Elias	Upland, CA	For year 1 of a 2-year agreement, to provide event coordinator services for the Chaffey College Chino Community Center located at the Chino campus for the period of July 1, 2021 through June 30, 2023 as approved by Chino Campus.	63,876.00	Chino Community Center General Fund
2020PW555B	RMA Group	Rancho Cucamonga, CA	Task Order #3 to the District RFQ# 2020PW395 Underground Utilities Locate Services – to perform utility locating investigation and mapping of the Ontario parcel located in the City of Ontario for the period of July 20, 2021 through December 31, 2021, as approved by Measure P Construction Program.	7,195.00	Measure P Bond Fund
2022CS57	Rodney Walton	Rancho Cucamonga, CA	For a not-to-exceed amount, to provide training and consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ²⁸	20,000.00	Restricted General Fund
2022CS45	Seth Jackson	Yucaipa, CA	For a not-to-exceed amount, to deliver testing in the field of Welding. Services include but are not limited to: proctor weld test, cut, prepare, and test specimens, and produce a Welder Performance Qualification test record showing pass/fail results, for the period of July 1, 2021 through June 30, 2022, as approve by Economic Development Departments. ²⁹	9,320.00	Restricted General Fund

²⁶ Funded by Economic Development grant funds.

²⁷ Funded by Economic Development grant funds.

²⁸ Funded by Contract Education program funds.

²⁹ Funded by Economic Development grant funds.

2022CS10	Shaw HR Consulting, Inc.	Newbury Park, CA	For a not-to-exceed amount, to provide as-needed consulting services in the areas of FEHA/ADA disability interactive process coordination and facilitation for the period of July 1, 2021 through June 30, 2022, as approved by Human Resources Department. ³⁰	\$3,000.00	Restricted General Fund
2021CS56	Sheila Forsberg	Roseville, CA	Amendment #2 – to increase the not-to-exceed amount for additional services, as approved by Human Resources Department.	9,726.00	Unrestricted General Fund
2022CS59	Solomon Law	Los Angeles, CA	For a not-to-exceed amount, to conduct workplace investigations for the period of July 1, 2021 through June 30, 2022, as approved by Human Resources Department.	20,000.00	Unrestricted General Fund
2021CS467	Southland Industries	Garden Grove, CA	For a not-to-exceed amount, to locate the source of the utility leak at the Health Science, Mechanical and Physical Science rooms located on the Rancho campus for the period of May 1, 2022 through July 31, 2021, as approved by Facilities and Physical Plant Department.	15,500.00	Capital Projects Fund
2022CS16	Strata Information Group	San Diego, CA	For a not-to-exceed amount, to provide as-needed consulting and support services to assess the current installation/setup, testing, and training with the Cal ISIR/Cal Grant Interface for the period of July 1, 2021 through June 30, 2022, as approved by Financial Aid Department. ³¹	17,000.00	Restricted General Fund
2022CS51	Stephen Nagy	Victorville, CA	For a not-to-exceed amount, to provide training and industry consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ³²	20,100.00	Restricted General Fund
2022CS53	Steris Corporation	Mentor, OH	For a not-to-exceed amount, to provide preventative maintenance for Autoclave 20" Century Vac located on the Rancho campus for the period of July 1, 2021 through June 30, 2022, as approved by Math and Science Department.	10,645.90	Unrestricted General Fund
2022CS54	Steris Corporation	Mentor, OH	For a not-to-exceed amount, to provide preventative maintenance for Autoclave LAB 250 Vac located Chino campus for the period of July 1, 2021 through June 30, 2022, as approved by Math and Science Department.	10,365.21	Unrestricted General Fund
2022CS14	Thomas Neil Thornhill	La Verne, CA	For a not-to-exceed amount, to provide training and consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ³³	16,120.00	Restricted General Fund

³⁰ Funded by Staff Diversity funds.

³¹ Funded by Financial Aid Technology budget.

³² Funded by Economic Development grant funds.

³³ Funded by Economic Development grant funds.

2022CS33	Timothy Chhay	Upland, CA	For a not-to-exceed amount, to provide training and consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ³⁴	\$15,000.00	Restricted General Fund
2022CS39	Total Compensation Systems, Inc.	Westlake Village, CA	For a not-to-exceed amount, to provide consulting services and a full valuation report to comply with the requirements of GASB accounting standards 74/75 related to retiree health benefits for the period of July 1, 2021 through December 31, 2023 as approved by Accounting Services.	7,600.00	Unrestricted General Fund
2021CS495	Trane US Inc.	Brea, CA	For a not-to-exceed amount, to repair Central Plant Chillers #1 and #2 located on the Rancho campus for the period of June 25, 2021 through August 28, 2021, as approved by Facilities and Physical Plant Department.	10,896.00	Unrestricted General Fund
2021PW102	Valued Engineering, Inc.	Upland, CA	Amendment #3 – to extend the end date from June 30, 2021 to December 31, 2021 to complete Design Topographic Survey on the property located in Fontana, as approved by Measure P Construction Program.	No Cost Impact	Measure P Bond Fund
2022CS49	Vincent Zurowski	Rancho Cucamonga, CA	For a not-to-exceed amount, to provide training and industry consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ³⁵	12,000.00	Restricted General Fund
2022CS44	William Gutzmann	Ontario, CA	For a not-to-exceed amount, to provide training and industry consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ³⁶	11,200.00	Restricted General Fund
2022CS24	William Joe Morgan	San Bernardino, CA	For a not-to-exceed amount, to provide training and consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ³⁷	7,800.00	Restricted General Fund

³⁴ Funded by Economic Development grant funds.

³⁵ Funded by Economic Development grant funds.

³⁶ Funded by Economic Development grant funds.

³⁷ Funded by Economic Development grant funds.

2022CS23	William Napoli	Alta Loma, CA	For a not-to-exceed amount, to provide training and consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ³⁸	\$2,400.00	Restricted General Fund
2022CS55	Yvonne Morrow-Reid	Desert Hot Springs, CA	For a not-to-exceed amount, to provide training and consulting services in the areas of but not limited to: business skills, continuous improvement, manufacturing skills, commercial skills, health care, literacy skills, computer skills, management and safety skills, for the period of July 1, 2021 through June 30, 2022, as approved by Economic Development Department. ³⁹	36,000.00	Restricted General Fund

List reflects contracts entered into and change orders to existing contracts through July 31, 2021⁴⁰

³⁸ Funded by Economic Development grant funds.

³⁹ Funded by Economic Development grant funds.

⁴⁰ Funding for all contracts and change orders on this list are included in the 2021-2022 tentative district budgets.

CHAFFEY COMMUNITY COLLEGE

WARRANT REGISTER REPORT

FOR THE MONTH OF July 2021

GENERAL FUNDS (10)

PAYROLL	5,696,336.06	
COMMERCIAL	<u>5,880,484.96</u>	
TOTAL FUND (10)		11,576,821.02

SCHEDULED MAINTENANCE FUND (42) 18,873.91

BUILDING FUND (40, 43 and 47) 758,586.09

EARLY RETIREMENT FUND (61) 1,650.89

VACATION LIABILITY (69) -

CAPITAL OUTLAY PROJECT FUND (41) 264,421.18

CHILD DEVELOPMENT FUND (33)

PAYROLL	0.00	
COMMERCIAL	<u>8,279.93</u>	
TOTAL FUND (33)		8,279.93

TOTAL ALL FUNDS **\$ 12,628,633.02**

PAYROLL WARRANT/ADVICE NUMBERS

127818-127852 454397-455789 (VOID 127700-127817)

COMMERCIAL WARRANT NUMBERS

1017038-1017057 1747534-1748207

PURCHASE ORDER NUMBERS

BPO's	14953-15178	\$ 5,828,568.68	(VOID 14958)
PO's	55890-55964	\$ 462,801.63	