



GOVERNING BOARD MEETING AGENDA

South Bay Regional Public Safety Training Consortium

Thursday, November 16, 2017
10:00 a.m. – South Bay Regional Public Safety Training
Room #103

I. Call to Order

Dr. Walter Tribley called the meeting to order at 10:05 a.m.

Present:	Dr. Walter Tribley	Monterey Peninsula College
	Mr. Fred Harris	Gavilan College
	Mr. Brad Deeds	Lake Tahoe Community College
	Ms. Gerlinde Brady	Cabrillo College
	Ms. Michelle Schneider	College of San Mateo
	Dr. Gari Browning	Ohlone College
	Ms. Linda Vaughn	SBRPSTC
	Mr. Michael Lombardo	SBRPSTC
	Mr. Gregg Giusiana	SBRPSTC
	Ms. Melissa Beckwell	SBRPSTC

Absent:	Dr. Nanette Solvason	Foothill College
	Mr. Rick Bennett	Mission College
	Mr. Benjamin Figueroa	Hartnell College

II. Approval of Minutes from September 21, 2017

Motion: Mr. Fred Harris 2nd: Dr. Gari Browning

Motion approved unanimously.

III. Public Comment

IV. Closed Session

During closed session, the Board unanimously approved a reinstatement of the 5% retirement match for the employees of South Bay as well as a 3%

salary increase for the non-executive staff of South Bay, both effective November 1, 2017.

V. Business

a. **FY 2017-18 Final Budget**

During the September 2017 meeting, the Board requested that South Bay provide historical documents pertaining to the budget. Toward that end the executive team provided the Board with a glimpse of the past ten years of budgets. Ms. Vaughn explained some of the major events which impacted the budget during that period. FTES formerly comprised approximately 90% of the of Consortium's annual revenue. A specific strategic effort was made over the years for South Bay to generate other non FTES based revenue stream which included increased contracts with POST, expansion of pre-employment testing, and fire tech programs to include contract work which has reduced dependence on FTES to about 63%.

During 10 budget periods reviewed, there were only two years where South Bay ended the fiscal year in a worse fiscal position than projected (FY2008-2009 and FY2009-2010). Although a series of budget cutting strategies were implemented during FY2008-2009, FY2009-2010 still resulted in an unbalanced budget. Mr. Harris inquired as to whether South Bay was still receiving 90% of the revenue through FTES at the time to which Ms. Vaughn replied yes.

Mr. Harris also asked why the pattern of deficit spending continued in 2013 and 2014 when the FTES had been exceeded. Ms. Vaughn responded that deficit spending was approved by the Board so that the business could carry on. She added that there was only so much that could be cut without compromising efficiency. Mr. Lombardo also added that during those years, unforeseen one-time expenses came up, such as mitigation of lead of the EVC firing range. Dr. Tribley also noted that he had joined the JPA in 2012, shortly after Prop 30 had passed. During that time, the chancellor's office was reviewing everything and the colleges were not comfortable increasing FTES commitments.

Based upon the decisions passed during the closed session, Ms. Vaughn informed the Board that the Final FY2016-17 budget should now reflect a year end gain of \$653,119. She also noted that \$300k was earmarked for the reserve. Mr. Harris asked about South Bay's reserve policy and Mr. Lombardo confirmed that the Consortium did not currently have a specific policy in place.

Motion: Ms. Michelle Schneider 2nd : Ms. Gerlinde Brady

The motion passed.

b. Business & Student Services Job Description

At the September 2017 JPA meeting, the Board took the action to approve a restructure including the elimination of the Vice President of Academic Affairs and the creation of the Director of Business and Student Services position. The Board had requested a written “Job Description” for review.

Motion: Mr. Brad Deeds 2nd : Ms. Gerlinde Brady

The motion passed.

c. FTES Update

South Bay sets a goal every year to have 90% of the FTES commitments filled by the holiday break. Ms. Vaughn confirmed that this had been accomplished and that South Bay is, in fact, hoping to be at 100% fulfilled commitments by the break. South Bay is currently assessing and moving the FTES around at the colleges that are over the FTES commitment.

VI. Adjournment

**Next JPA Board meeting will be on January 18, 2017 @ 10:00 a.m.*