



The **ACADEMY**

South Bay Regional Public Safety Training Consortium

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Thursday, December 5, 2013

**10:00 am – South Bay Regional Public Safety Training
Room 103**

I. Call to Order

Dr. Steve Kinsella called the meeting to order at 10:03 am.

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|----------|------------------------|------------------------------|
| Present: | Dr. Steve Kinsella | Gavilan College |
| | Mr. Henry Yong | San Jose/Evergreen |
| | Dr. Walter Tribley | Monterey Peninsula College |
| | Mr. David Brown | Monterey Peninsula College |
| | Mr. Alfred Muñoz | Hartnell College |
| | Mr. Rick Bennett | Mission College |
| | Mr. John Mummert | Foothill College |
| | Dr. Kindred Murillo | Lake Tahoe Community College |
| | Ms. Kathleen Ross | College of San Mateo |
| | Ms. Michelle Schneider | College of San Mateo |
| | Mr. Steve Cushing | SBRPSTC |
| | Ms. Linda Vaughn | SBRPSTC |
| | Mr. Michael Lombardo | SBRPSTC |
| | Mr. Gregg Giusianna | SBRPSTC |
| | Ms. Marti Rogers | SBRPSTC |
| Absent: | Dr. Ron Travenic | Ohlone College |
| | Mr. Bret Watson | DeAnza College |

II. Approval of Minutes from September 19, 2013 (A)

Motion to approve the meeting minutes by Mr. Alfred Muñoz and seconded by Dr. Walter Tribley. Minutes were approved with a correction request to add with the addition of Board compliance with Title V. The JPA Board believes it is in compliance with Title V, and will continue to monitor procedures with renewed attention. Though there was no response received from the Chancellor's Office, it was agreed to add the language into the minutes.

III. Public Comment

Dr. Walter Tribley introduced retired, Assistant Fire Chief of Monterey, Mr. David Brown to the position of Director of Public Safety Training Center at MPC. David Brown is the newly hired Director of Public Safety Training Center at MPC. The Executive Team extends their congratulations to David Brown to his newest appointment.

IV. Business

a. **Approval of Lake Tahoe Community College JPA Membership (A)**

Lake Tahoe Community College desires to join the JPA Consortium. LTCC offers a very robust Fire Program curriculum and would serve as a valuable college partner with which fire courses could be registered. Dr. Kindred Murillo confirmed that Lake Tahoe Community College has signed their commitment letter and Administration is in full support of their partnership. Anticipating Board approval, LTCC has expressed their intent to purchase 250 FTES in FY 2013-14.

President Steve Cushing requested formal approval from the Board to approve Lake Tahoe Community College to become a member of the JPA.

Motion to approve by, Mr. Alfred Muñoz, 2nd by Dr. Walter Tribley.

b. Approval of Board Representatives from Lake Tahoe Community College (A)

Lake Tahoe Community College has identified Dr. Kindred Murillo, Superintendent/President and Dr. Thomas Greene, Vice President of Academic Affairs and Student Services as the institution's "Primary" and "Alternate" JPA Board representatives. LTCC has identified the *mentioned positions* as the Primary and Alternate representatives from their institution.

Motion to approve by, Dr. Walter Tribley, 2nd by Mr. Alfred Muñoz.

c. Selection of Vice Chair to the JPA (A)

At the September Board Meeting, President Henry Yong recommended the Vice-Chair status be considered for an alternate Board College Member. President Yong expressed that it be appropriate for the position to be held by a Board Member Representative from a college with higher FTES commitment. It was agreed that the identification and selection be agenzized to the following JPA Board meeting.

The Board has regretfully accepted President Henry Yong's resignation as JPA Vice-Chair.

Board Chair, Dr. Steve Kinsella opened the nomination of Vice-Chair to fellow Board Members. Dr. Walter Tribley from Monterey Peninsula College was nominated as Vice-Chair to the Board. Being the only nomination, Dr. Steve Kinsella requested closure of Vice-Chair nomination process.

Approval for Dr. Walter Tribley as Vice-Chair was advanced to the Board for formal approval.

Motion to approve nomination closure by, Dr. Kindred Murillo, 2nd by Mr. Alfred Muñoz.

Motion to approve by, Mr. Alfred Muñoz, 2nd by President Henry Yong.

The Board is very pleased to welcome Dr. Walter Tribley as Vice-Chair to the JPA Board Committee.

d. **By-laws Amendment (A)**

Mike Lombardo reported he has update several non-substitutive sections of the By-laws amend the dates and signatory lines on the JPA By-Laws. There is now 1 signatory line for the President's signature as opposed to 3 signatory lines.

Motion to approve by, Dr. Walter Tribley, 2nd by President Henry Yong.

e. **FTES Update (D)**

Steve reported that we are at 90% completion of this year's FTES commitment. Our goal is to reach that threshold prior to the holidays.

Steve Cushing and Dr. Steve Kinsella had a recent meeting with Linda Thor of Foothill College to discuss the previously anticipated 150 FTES commitment from DeAnza College. Linda Thor agreed for Foothill to absorb the 150 FTES that DeAnza College had originally committed to. This is undoubtedly a very pleasing to the Consortium.

Linda Vaughn is working with Virginia at LTCC on FTE Section numbers. Dr. Murillo shared that obtaining a degree at LTCC is coming closer to fruition.

Linda Vaughn and Libby Flores are both willing to meet with the curriculum specialists at our newer college members to address curriculum issues that may need to be smoothed out. Rick Bennett expressed his appreciation and suggested that a meeting with Mission College curriculum staff might be beneficial prior the end of the calendar year if at all possible. Linda Vaughn and Libby Flores continue to work with Foothill College in expanding their curriculum.

Steve Cushing extended his appreciation to Dean Kathy Ross for CSM's hospitality at the San Mateo Academy site. Steve emphasized that it is an extremely important training center to the community.

f. **Class Repeatability (A)**

Linda Vaughn reported that scrutiny in the process of course repeatability has become an area of focus for the Chancellor's Office. We are looking at the exact curriculum being used. We are working with agencies and self-sponsored South Bay students to create a standardized process of certifying the course and meet the regulation required. The support of our 11 Member Colleges is valuable.

Steve values the Board's input on this matter and having further discussion for a streamlined standardized process adopted by all 11 Colleges and still meeting the required mandates of certifying the course. The following procedure is what is recommended to adopt for each student:

- The College specific petition will be completed for the course.
- A letter will be sent to A&R indicating the legislative mandate the course meets and that it is required to secure or maintain employment.
- The letter will be generated by the student's employing agency or South Bay for self-sponsored students seeking employment.

- The documents will be maintained in the student file at the College.

Motion to approve further discussion by, Dr. Kindred Murillo, 2nd by Mr. Alfred Muñoz.

In response to this approved discussion topic, the question was posed as to how other consortiums throughout the State are handling this. Linda Vaughn addressed this by sharing that she has received phone calls on a daily basis from other agencies throughout the State as to how we are handling this new stipulation.

Linda Vaughn has been very clear and transparent with regard to Agency and Self-Sponsored candidates and the determination of eligibility for their repeatability eligibility.

Rick Bennett of Mission College suggested that perhaps it would be beneficial to address this on a State level. Dr. Kinsella said that is a valid suggestion and was addressed as a part of our response to the State Chancellor that we would possibly look to taking these proposed steps.

g. **Salary Restoration (A)**

With the increase of FTES commitments this year and the likelihood that this trend will continue into next year, preliminary indications are that the Consortium could finish this fiscal year with a significantly smaller deficit spending total that projected and attain a balanced budget. With that, the Consortium request authorization to reinstate the 5% salary reductions to its full-time staff. Instructors and other part-time staff are not included in this at this time as Consortium management believes it best for morale and the budget to restore salaries to full time staff first. Administration will evaluate budget projections in the coming year for possible restoration to instructor and part-time employee salaries. Mike says that we are not addressing the restoring the Employee match to the 401K at this juncture but will hopefully be on the agenda at some point in 2014.

The Board agreed that they feel comfortable with our remaining reserves and we are looking at least being at a much reduced deficit spending if not in the black.

Steve noted that not one South Bay employee has voluntarily left South Bay because of the 5% pay reduction. Steve said the staff members at South Bay are outstanding people.

President Henry Yong noted this as a very important and necessary morale booster. Mike Lombardo is working on a plan currently to restore the 5% staff lost over the last 5 years.

Motion to approve by, Dr. Walter Tribbley, 2nd by Mr. Alfred Muñoz.

h. **Request by the Consortium to establish a Foundation for Public Safety (D)**

As discussed at Board meetings in the past, Steve presented to the Board for South Bay to establish a Foundation for Public Safety. This would allow for the Consortium to accept Grants/vehicles/services/and monetary contributions.

Assurance was additionally provided that the Consortium would not be in competition with Member Colleges fund raising efforts. South Bay would be a “stand alone” entity.

i. **Re-location of the Consortium Update (D)**

Evergreen Valley College Community District continues to move forward with plans to develop District “vacant” property.

Previous discussions between Gavilan College administration and IBM looked hopeful for the Consortium to lease some structures at the Bailey Road site. However, these discussions have since broken down and appear not to be an option. Based on this, President Kinsella has received authority from Gavilan Joint Community College District Governing Board to being development of facilities on the Gavilan owned Coyote Valley property with the intent of creating a long term facility lease with the Consortium.

Dr. Kinsella shared that a bond funds in the amount of 12 million would be available, though it is still not certain how far that sum will take us. The plan is still to set up South Bay on Bailey Road as a Public Safety Training component. If it is looking that we may exceed the anticipated funding amount, this will be brought for discussion if that is necessary.

j. **Active School Shooter (D)**

Interest was previously expressed by the Board for training session related to “Active School Shooter” events.

A Consortium representative recently attended an “Active School Shooter” presentation offered by Embassy Consulting Services based in Long Beach; CA. Embassy is a nationally recognized and accredited presenter with subject matter expertise in academic and law enforcement related training courses.

This particular training course was presented in a 4 hour block and was attended by a mixture of academic administrators and law enforcement personnel. The course objectives of:

1. The mindset of shooter, recognizing the risk.
2. Developing a flexible Response Plan in concert with law enforcement
3. Practice the Plan
4. Understand roles and relations between “cops and educator” when the shooting starts.
5. Developing the partnership.

This 4 hour presentation format can be additionally expanded to include practical “hands on” or “table top” exercises.

The Consortium could certainly develop a similar course presentation; however, the Consortium would suggest contracting with Embassy Consulting Services for this training. The credibility of Embassy’s subject matter expertise would prove to be very effective.

All Board Members responded with great interest for this type of training. College Members will seek interest levels amongst their respective colleges

V. Adjournment

**Next meeting scheduled for: March 20, 2014*