



# The **ACADEMY**

South Bay Regional Public Safety Training Consortium

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**Thursday, September 19, 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 10:05 am.

Present:	Dr. Steve Kinsella	Gavilan College
	Mr. Henry Yong	San Jose/Evergreen
	Dr. Ron Travenick	Ohlone College
	Mr. Alfred Muñoz	Hartnell College
	Dr. Walter Tribley	Monterey Peninsula College
	Mr. Steve Cushing	SBRPSTC
	Mr. Mike Lombardo	SBRPSTC
	Mr. Gregg Giusiana	SBRPSTC
	Ms. Marti Rogers	SBRPSTC

Absent:	Mr. Rick Bennett	Mission College
	Dr. Michael Claire	College of San Mateo
	Mr. Bret Watson	DeAnza College
	Mr. John Mummert	Foothill College
	Ms. Linda Vaughn	SBRPSTC

**II. Approval of Minutes from July 25, 2013 (A)**

Motion to approve the meeting minutes by Mr. Henry Yong and seconded by Mr. Alfred Muñoz. Minutes approved.

**III. Public Comment**

None.

**IV. Business**

**a. FY 2013-2014 Proposed Final Budget (A)**

President Steve Cushing presented the finalized budget proposal for 2013-14 to the Board. The proposal reflects the most up to date FTES commitments by college partners. The totals are approximately 200 FTES below meeting a balanced budget. The Consortium will continue the trend once again to deficit spend during FY 2013-2014, equivalent to \$286,717.00.

Due to the collaborative belt tightening efforts and cost cutting measures, current remaining Consortium fund balance is \$1,036,680.00. With both College of San Mateo and Evergreen Valley College having gone to Basic Aid, we are looking to increase community college JPA participation.

Dr. Steve Kinsella addressed salary restoration for the Executive Team and Consortium Staff. Board Members expressed favorable support to restore salaries as an investment in the current talent of Consortium Staff. This will prepare for the anticipated “bump” in the course of the next 3-5 years.

Although the Consortium continues to deficit spend, restoring salaries is, nevertheless, viewed as appropriate. Dr. Kinsella stated that the anticipated costs for the relocation of our main Academy will be covered by Gavilan College bond funds. These will off-set the previously anticipated relocation expenses to the Consortium.

Motion to approve by Dr. Walter Tribley and seconded by Mr. Alfred Muñoz. Final Budget Proposal approved.

b. **FTES Update (D)**

Steve Cushing shared that he will be reaching out to Linda Thor, Chancellor of DeAnza College. DeAnza College has not been responsive to Steve Cushing’s response letter sent in the early part of July 2013. Linda Thor has always been a big supporter of public safety. Dr. Kinsella suggested he could be available to attend any eventual meeting with Dr. Thor.

The Consortium has completed registration of 71% of the total 2013-14 FTES commitment. We anticipate having courses assigned to meet or exceed 90% of our commitment prior to Christmas break. FTES commitments could increase as Mission College, our newest Consortium member, moves curriculum through the approval process.

Delay of FTE numbers by some of our colleges had previously rested on questions raised by the State Chancellor. Colleges were waiting for approval from the Chancellor before renewing their commitments. There was no objection received from the State Chancellor pertaining to the Consortium’s response to the key issues regarding how South Bay was formed and our authority to conduct business as a JPA. The Board believes it is in compliance with Title V, and will certainly continue to monitor procedures with renewed attention.

c. **SJECCD Lease (D)**

Evergreen College District intends to continue their plan for commercial development on the present location the Consortium and the District’s office currently reside. A proposal was presented, and tentative agreement reached, for a series of one year leases renewable for two additional years beyond the first year. Facility rent will be \$100,000 in year one (1) with a \$100,000 increase in each of the following years if renewed beyond the first year. Previously, lease payments were paid in combination of FTES and cash. After year one (1) lease payment will be entirely cash.

Dr. Kinsella reported that negotiations with IBM have resumed for possible lease of facilities at the Bailey Rd. facility. The proximity of the IBM site to Gavilan as yet undeveloped property on Bailey Road, offers the possibility of a long term home for the Consortium. Discussions continue.

We extend our sincere appreciation to Evergreen Valley College for hosting the Academy over the last 20 years.

d. **Independent Auditor's Report (A)**

The Consortium just completed their annual audit of the Consortium's financial statements. The agency's "Findings and Recommendations" reflect that all financial documents fairly and accurately be presented to the financial position of the governmental activities of each of the Consortium's major funds. The auditor found no deficiencies in internal controls and no instances of noncompliance or other reporting requirements under Government Auditing Standards.

Motion to approve by Mr. Muñoz and seconded by Dr. Travenick. Independent Auditor's Report from June 2013 approved.

**V. Adjournment**

*\*Next meeting scheduled for: December 5, 2013*