



## GOVERNING BOARD MEETING AGENDA

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*South Bay Regional Public Safety Training Consortium*

**Thursday, May 18, 2017**

**10:00 p.m. – South Bay Regional Public Safety Training  
Room #103**

### **I. Call to Order**

Dr. Walter Tribley called the meeting to order at 10:03 a.m.

Present:	Dr. Walter Tribley	Monterey Peninsula College
	Dr. Kathleen Rose	Gavilan College
	Mr. Fred Harris	Gavilan College
	Dr. Eric Ramones	Gavilan College
	Mr. Jeff DeFranco	Lake Tahoe Community College
	Ms. Gerlinde Brady	Cabrillo College
	Dr. Gari Browning	Ohlone College
	Mr. Rick Bennett	Mission College
	Mr. Steve Cushing	SBRPSTC
	Ms. Linda Vaughn	SBRPSTC
	Mr. Michael Lombardo	SBRPSTC
	Mr. Gregg Giusiana	SBRPSTC
	Ms. Melissa Beckwell	SBRPSTC

Absent:	Ms. Michelle Schneider	College of San Mateo
	Mr. Moaty Fayek	Foothill College
	Mr. Benjamin Figueroa	Hartnell College

### **II. Approval of Minutes from February 9, 2017**

Ms. Gerlinde Brady noted that Cabrillo College should have been included in item G., Regional Paramedic Program.

Motion approved.

### **III. Public Comment**

### **IV. Closed Session**

### **V. Business**

**a. Selection of JPA Board Representative for Lake Tahoe Community College**

Mr. Jeff DeFranco was approved as the primary board member for Lake Tahoe Community College.

Motion: Mr. Rick Bennett 2<sup>nd</sup> : Dr. Gari Browning

Mr. Jeff DeFranco abstained.

**b. Selection of Alternate JPA Board Representative for Lake Tahoe Community College**

Mr. Brad Deeds was approved as the alternate board representative for Lake Tahoe Community College.

Motion: Dr. Gari Browning 2<sup>nd</sup> : Mr. Rick Bennett

**c. Executive Search**

As previously discussed, Mr. Steve Cushing will be retiring effective June 31<sup>st</sup>. Dr. Kathleen Rose announced that the search for his replacement is on with a closing date of June 9<sup>th</sup>. She also requested assistance from the Board in creating a timeline for the process.

Dr. Eric Ramones, Gavilan College HR Director, will be coordinating the recruitment and the hiring for the JPA President/CEO position. He informed the Board that the announcement was posted to the Academy's website and will also be posted to various other several other postings and outreach sites. Conceptually, the plan is that four JPA members would conduct the first-round interviews. Dr. Gari Browning and Mr. Jeff DeFranco were nominated to sit for the interviews together with Dr. Walter Tribley and Dr. Kathleen Rose. He suggested that the first round interviews take place the week of June 20<sup>th</sup>, followed by a full Board panel. Discussion was had to include an interview session of public safety advisory stakeholders at some stage in the process, perhaps between initial interview and the final candidate interviews. This would allow Dr. Ramones to perform and complete background checks.

Mr. Cushing reassured the Board that he would be willing to stay on until August, if needed, in order to ensure that the selection process would be relaxed, informative and intelligent.

After some discussion and coordination of schedules, the first-round interview date was set for June 19, 2017 at Ohlone College with Dr. Kathleen Rose, Dr. Walter Tribley, and Mr. Jeff DeFranco conducting the interviews. Dr. Tribley noted that the entire Board would be involved in the final interview process.

The plan was unanimously approved.

**d. Coyote Valley Ed. Ctr. Lease Agreement**

Dr. Kathleen Rose expressed her pleasure, on behalf of Gavilan College, regarding the partnership with South Bay. She noted that there were many things they would like to expand up and develop at the new site, including public transportation, a full cafeteria, speed enforcement on Bailey Ave, etc. South Bay has received positive feedback relating to the new campus and the delivery of training occurring at the new Coyote Valley site.

Mr. Jeff DeFranco, upon reviewing the contract, inquired as to whether the trade of FTES for rent would make sense in the long run. He suggested that it might be better to separate the two and for South Bay to instead pay Gavilan a fixed amount equivalent to the FTES. Mr. Guisiana replied that there was a cost incurred to generate FTES whereas if the FTES was given as rent, the extra cost would be eliminated. Ms. Vaughn added that it would cost more to write a check to Gavilan than it does with the current arrangement. Mr. DeFranco reiterated that in the future, if an auditor or the Chancellor's office were to review this, it would look more transactional than consortium.

Mr. Rick Bennett suggested that a resource allocation model would be helpful in understanding the flow of the revenue.

This agreement was approved unanimously.

**e. Preliminary Budget FY 2017-18**

Mr. Lombardo noted that the budget presented was, in fact, a preliminary budget and that a short fall was anticipated this year. Based on South Bay's resources and the availability of additional FTES, the budget closely reflects the income predictions for the year. Typically, when forming the budget, the income is underestimated while expenses are overestimated. This year, the preliminary budget reflects what the executive staff predicts the real number is going to be.

Ms. Vaughn explained that South Bay has saturated the market but efforts to catch students and continue their training as well as expand programs still exist. She added that there had been challenges with the online registration but that they were being worked out. She explained that it would take more people to generate additional FTES but almost half of the budget is already attributed to salaries. South Bay academies are at capacity, both on the law enforcement and fire side, creating a great opportunity to see growth. Agencies and industry partners are returning and are getting the funding to have a full workforce once again but it is cyclical. South Bay is doing additional partnering with State Fire and POST in an attempt to find other revenue sources besides FTES.

Mr. Guisiana spoke to Ms. Vaughn's statement regarding the online registration challenges. He explained that many in-service personnel are resistant to giving out sensitive and personal information online. The issue does not pertain to new students coming into the academy, as online registrations have become common.

Dr. Rose inquired about strategic planning for the next 5 years regarding expansion, outreach, etc. Mr. Cushing replied that no written 5 year plan had been drafted at the moment. It was suggested that it would be beneficial to look into creating one in the near future.

Mr. Cushing suggested a step program from AJ course to the Academy. He stated that it would be beneficial to South Bay to capture FTES from students before they attend the academies, an idea that State Fire and POST support. He added that the intention would not be to take away any FTES from the colleges.

The budget was passed unanimously.

f. **Consortium Funding**

Mr. Cushing expressed the realization that over the years, the percentage continues to creep up in order to cover the cost of operations. Almost every year, South Bay presents a deficit budget. He suggested moving the percentage again from 60-40 to either 61-39 or 62-38 as it would have minimal impact on the colleges but be hugely beneficial to South Bay.

Mr. Cushing went on to explain that South Bay is a dynamic organization with an effective and efficient staff. The notion of letting people go is inconceivable as the thinning of the staff would lead to inefficiency. He added that most of the staff is cross trained allowing for a very cohesive group. Letting go of staff would directly affect FTES generation of revenue.

Dr. Tribley shared a concern from the college's perspective that the FTES is a very important part of the funding strategy. While the colleges have enjoyed the FTES revenue stream there are hidden costs, including faculty obligation numbers, varying from college to college. These costs would affect the colleges' abilities to increase the percentage rate again. If the faculty obligations that all of the FTES is generating could be accounted for, that would sustain the relationship and make it easier for the colleges to agree to a percentage change. Mr. DeFranco agreed that there had been hidden costs associated with the JPA including an increased number of enrollment staff. He added that a finalized budget, including the FTES rate, would help the colleges determine how the proposed split would affect the colleges.

Mr. Bennett inquired about where South Bay was in receiving the funding from the state for strong workforce. He added that the state is looking to create regional programs to equip students with the skills necessary to hold jobs that would allow them to afford to remain in California, programs

South Bay would have the ability to create and manage. Ms. Brady noted that MPC, Cabrillo, Gavilan and Hartnell are pulling the strong workforce funds to create the regional paramedic program.

**g. FTES Update**

South Bay has reached 99% of its FTES commitments to the colleges with a couple challenges at Foothill College and Ohlone College. Ms. Vaughn explained that the issue with Ohlone was simply that registration switched to online mid-year. The challenge at Foothill is mainly curriculum. Ms. Vaughn noted that she was working with Dr. Nanette Solvason to articulate more courses.

**h. Firing Range Issues**

The agreement to allow South Bay use of the EVC Firing Range concluded in April. Mr. Guisiana explained that an agreement had been in place for use of the Morgan Hill PD range but the property owner declined to allow South Bay to continued access to her property. With the San Mateo range closed until July for reconstruction, South Bay has reached out to County and allied agencies for range time. Mr. Guisiana said that a plan would need to be presented which included an exit strategy before reaching out to the property owner at Morgan Hill PD's range prior to request reconsideration.

EVC was originally planning to transform the old academy site into a strip mall but has received push back from the community, prolonging the process. The Board suggested that South Bay reach out to EVC again for use of the range. Dr. Rose suggested that it might be beneficial to approach the request as a board. As of right now, the range and an EVOC training site are the most pressing issues for South Bay.

**VI. Adjournment**

*\*Next JPA Board meeting will be on July 20, 2017 @ 10:00 a.m.*