



GOVERNING BOARD MEETING MINUTES

South Bay Regional Public Safety Training Consortium

Thursday, July 19th, 2018
10:00 a.m. – South Bay Regional Public Safety Training
Room #D103

I. Call to Order

Dr. Walter Tribley called the meeting to order at 10:14 a.m.

Present:	Dr. Walter Tribley	Monterey Peninsula College
	Mr. David Martin	Monterey Peninsula College
	Ms. Linda Vaughn	SBRPSTC
	Mr. Gregg Giusiana	SBRPSTC
	Mr. Ernie Smedlund	SBRPSTC
	Dr. Gari Browning	Ohlone College
	Mr. Benjamin Figueroa	Hartnell College
	Mr. Fred Harris	Gavilan College
	Dr. Kathleen Rose	Gavilan College
	Ms. Michelle Schneider	College of San Mateo
	Ms. Gerlinde Brady	Cabrillo College
Virtual:	Mr. Jeff DeFranco	Lake Tahoe Community College
	Mr. Brad Deeds	Lake Tahoe Community College
Absent:	Dr. Michael Claire	College of San Mateo
	Dr. Willard Lewallen	Hartnell College
	Dr. Daniel Peck	Mission College
	Dr. Min-Hoa Ta	Ohlone College
	Dr. Kathleen Welch	Cabrillo College

II. Approval of Agenda (A)

Motion: Dr. Kathleen Rose 2nd: Dr. Gari Browning

Motion approved unanimously.

III. Public Comment

IV. Closed Session

V. Business

a. Report on Closed Session (A)

Pursuant to proper notification received on April 27th, 2018, Foothill separated from the South Bay Regional Consortium beginning July 1, 2018. The request was made to approve Foothill College's removal from the JPA By Laws.

Motion: Mr. Ben Figueroa 2nd: Dr. Gari Browning

Motion approved unanimously.

b. College Requests for Additional FTES (D)

Ms. Vaughn announced that the withdrawal of Foothill resulted in additional FTES that can be allocated to other colleges. Both Cabrillo and Lake Tahoe asked for and were allocated additional FTES for the 2018-19 Fiscal Year. At the last Board meeting a concern was raised regarding offering member colleges additional FTES when original allocations had not been met with others.

In the past, the executive team was allowed to approve or deny requested additional FTES based upon curricular and enrollment capacities. The JPA does not have a specific policy on how additional FTES are allocated, and are willing to develop one. An additional concern was raised that individual colleges had priority for additional FTES. Historical trends and visual depictions of same were offered to the Board for reference. The Board was cautioned that positive attendance can have dramatic impact our FTES.

Dr. Tribley thanked South Bay for the data and noted that some colleges seem to meet their FTES commitments consistently, while other colleges were consistently short. Therefore, the primary focus should be meeting FTES commitments before taking any additional FTES. We should also research these patterns and see if we can figure out why this is happening. Dr. Tribley reminded the Board that colleges can withdraw and cancel remaining FTES by simply submitting a 60 day notice and do not need Board approval to do so. He recommended supporting the allocation of additional FTES to colleges that are facing financial hardships and proposed the Board review claims to determine which college(s) will receive the FTES surplus.

Dr. Browning requested a fair process that ensures all colleges are aware and given an opportunity to receive these additional FTES. Dr. Browning also questioned how the FTES be will accounted for in the new funding formula. Will they be considered special admits or other designation?

Mr. DeFranco stated that Lake Tahoe had been requesting additional FTES from South Bay for 2 years, which is why South Bay contacted Lake Tahoe regarding possible additional FTES. He confirmed that the

charts provided were based on original FTES that were allocated at the beginning of the fiscal year. Mr. DeFranco agreed with Dr. Tribley, that original FTES commitments should be met before request for additional FTES are approved. Mr. DeFranco proposed the Board consider a multi-year contract with the JPA to avoid unpredictable withdraws. Lake Tahoe would be willing to join a multi-year contract with the JPA. Dr. Tribley stated that an updated procedure for exiting the JPA would be beneficial as well.

Mr. Figueroa reiterated that while we do want to make sure commitments are met, we also want to make sure everyone has the same opportunity for additional FTES. We need a procedure for communicating the available FTES to all the colleges, and waiting for Board meetings to take action may not allow South Bay to make necessary, time-sensitive decisions. Mr. Figueroa recommended South Bay provide the Board with an annual procedure detailing the additional FTES available and how they are planning to allocate those FTES. Hartnell had also requested additional FTES, but the request was tabled until we could have this meeting. Now commitments have already been made for 2018-2019.

Mr. Harris suggested making commitments as Mr. DeFranco stated, but allowing South Bay flexibility to grant additional FTES.

Ms. Vaughn cautioned against continually raising allocations based upon the previous year's actual FTES generation. Fluctuation in hiring and training can create challenges for South Bay to meet additional FTES commitments. As demonstrated in FY 2017-18, we estimated excess FTES for multiple colleges, and end up short FTES due to positive attendance.

Dr. Tribley summarized that the Board agreed that we should develop a fair process that also provides stability for JPA.

VI. Announcements

1. Dr. Tribley announced that the next JPA meeting will be his last meeting as Chair and Mr. Martin would most likely be taking over as the primary Board Member for MPC.
2. Ms. Vaughn announced that South Bay will be emailing the draft of the strategic plan for review at the end of this month. Dr. Tribley confirmed that the Strategic Plan will be discussed as an action item at the next JPA Board Meeting.

VII. Adjournment

**Next JPA Board meeting will be on September 20, 2018 @ 10:00 a.m.*