



## **GOVERNING BOARD MEETING MINUTES**

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*South Bay Regional Public Safety Training Consortium*

**Thursday, March 17, 2022**  
**10:00 a.m. – South Bay Regional Public Safety Training**  
**Zoom Meeting/In-Person**

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

Dr. Kathleen Rose called the meeting to order at 10:03 a.m.

Present:	Dr. Kathleen Rose	Gavilan College
	Mr. Graciano Mendoza	Gavilan College
	Dr. Mark Zacovic	Monterey Peninsula College
	Dr. Jon Knolle	Monterey Peninsula College
	Mr. Paul Harvell	Cabrillo College
	Dr. Steven Crow	Hartnell College
	Mr. Brad Deeds	Lake Tahoe Community College
	Ms. Michelle Schneider	College of San Mateo
	Dr. Chris Dela Rosa	Ohlone College
	Ms. Linda Vaughn	SBRPSTC
	Mr. Gregg Giusiana	SBRPSTC
	Mr. Ed Flores	SBRPSTC
	Mr. Michael Manning	SBRPSTC
	Mr. Ernie Smedlund	SBRPSTC
Absent:	Dr. Ginger Charles	Cabrillo College
	Ms. Gerlinde Brady	Cabrillo College
	Dr. Jennifer Taylor-Mendoza	College of San Mateo
	Dr. Cathryn Wilkinson	Hartnell College
	Mr. Jeff DeFranco	Lake Tahoe Community College
	Dr. Gahda Al-Masri	Ohlone College

#### **a. Approval of Agenda (A)**

Motion: Dr. Jon Knolle                      2<sup>nd</sup>: Dr. Steven Crow

Agenda approved unanimously

**II. Approval of Minutes from November 17, 2021**

Motion: Mr. Brad Deeds                      2<sup>nd</sup>: Ms. Michelle Schneider

Minutes approved unanimously

**III. Approval of Resolution #2021-1 to Enact AB 361 (A)**

Motion: Dr. Steven Crow                      2<sup>nd</sup>: Dr. Chris Dela Rosa

Ayes: 7      Noes: 0      Abstain: 0      Absent: 0

Roll Call Vote:

Dr. Kathleen Rose – Gavilan	Aye
Dr. Mark Zacovic – MPC	Aye
Mr. Paul Harvell – Cabrillo	Aye
Dr. Steven Crow – Hartnell	Aye
Mr. Brad Deeds – Lake Tahoe	Aye
Ms. Michelle Schneider – CSM	Aye
Dr. Chris Dela Rosa – Ohlone	Aye

**IV. Public Comment**

No public members present.

**V. Business**

**a. Financial Report (D)**

The maximum allocations from the colleges for FY 2021-22 is 2320 FTES inclusive of rent. At the last meeting, the Consortium reported trending to meet approximately 86% of allocations. Mr. Ed Flores shared that, currently, the Consortium is trending to meet approximately 92% of those allocations. This is the result of some additional courses being offered, while also seeing a shortfall in hours for In-service training. COVID continues to have a negative impact on training throughout the state.

As a result, the Consortium projects a shortfall of approximately 240 FTEs and \$700k in revenue. The report also reflects an increase of the projected deficit from approximately \$282k to \$536k. In addition to the FTES Allocation Summary, a Summary by Discipline was provided to the Board for review.

Mr. Ernie Smedlund shared that he will be adjusting and/or suspending invoices to member colleges appropriately based on these projections. He will also be sending out allocations for the next fiscal year in April. He shared that the Financial Report provided, reflects a lapse in figures due to the absence of our Payroll specialist. The salaries expense should include an increase of about \$1.5 million.

**b. Paramedic Program Update (D)**

At the last meeting, Jan. 20, 2022, Ms. Vaughn shared with the Board that MPC had agreed to support a provisional Paramedic Program cohort on their Colonel Durham property. Due to new requirements for both the county and national accrediting body, the start date for the cohort has been pushed back to the end of May to ensure all necessary approvals are obtained. Since the core portion of the class was to complete before the end of the fiscal year, the start date adjustment will have a negative impact on MPC's FTEs for the year.

With the help of David Brown, at MPC, the curriculum has been approved, as well as a certificate and degree program. Besides MPC, the curriculum is also approved with Gavilan and Hartnell Colleges. The Consortium plans to push this curriculum through to the other partnering colleges along with the certificate and degree program. This program falls under EMSA Program (Emergency Medical Services Program) so there shouldn't be any need for a sub-change report. Dr. Rose asked Dr. Knolle to share the resources and examples of the accreditation for this program so that each college can go through their processes to capture the FTEs for this program.

**c. COVID-19 Update (D)**

Ms. Vaughn shared with the Board that the Consortium continues to struggle with class enrollment due to COVID. Additionally, we are realizing some additional reductions in enrollment due to the member colleges vaccine policies and anticipate this trend to continue. At this time, it is unknown if the college policies will have a negative impact on staff or instructors.

The Consortium maintains vaccination status and proof for students and staff. We have opted to continue enforcing mask wearing, social distancing and cleaning protocols. We have also ordered rapid tests to meet the new OSHA guidelines regarding administration and witnessing of COVID tests.

Although the Consortium is keeping FTEs projections conservative, we are noticing a slight increase in Basic Academy class sizes and hope that this will continue to trend. We continue to stay optimistic that all class sizes will increase as well.

Each member college shared their mask mandate changes.

**d. Coyote Valley Facility Use Agreement Negotiations (A)**

At the suggestion of Dr. Rose at the last meeting, she recommended the agreement between the Consortium and Gavilan be extended to June 30, 2023. She also suggested for the Consortium to put together a negotiation team. Ms. Vaughn shared that the Consortium did some research on commercial Real Estate in addition to reviewing the current contract. Research found that, due to the

Pandemic, there has been a decrease of about 6-15% nationwide in office space rental prices.

The President recommends the Board approve an extension of the Facility Joint Use Agreement for the Coyote Valley Campus with the following stipulations: The extension be for a one-year period, and the 3% annual increase be waived for the extension period. She also recommends the Board begin the process of identifying a negotiation team with the Executive staff to include at least one JPA Board Member.

Dr. Rose shared that Gavilan is also in the process of reviewing the Facility Joint Use Agreement and doing an analysis of the expenses that are incurred by the district for the site (custodial, utilities and facility use). They appreciate having South Bay on the site. However, they are looking to reduce their FTEs with the Consortium next fiscal year and thereafter.

Dr. Rose advised that last year, the land around the site was either donated or purchased by the Open Space Authority. They are interested in creating an environmental resource center and community space. In addition to these conversations with the Open Space Authority, Gavilan has also had discussions with the CA Conservation Corp. They are interested in working with Gavilan in wildfire training as well as other forms of environmental training.

There are currently 2 vacant classrooms and a vacant office space that Gavilan wishes to fill with an educational purpose. Dr. Rose suggests that there should be some conversations had in regards to a long-term land use agreement and other types of educational partnerships that would enhance the mission of Gavilan Joint Community College District; in addition to the conversations in place with South Bay, their needs and how the facility meets any growth projections for the site as well as the status of the Consortium. With this said, the Gavilan District is willing to waive the 3% annual multiplier for one year.

Dr. Rose advised that Gavilan is currently working with an Land Use Attorney to review the agreement and to see what the options are for the property. At this time, it is unknown if a Long-Term Use Agreement will have an effect on Consortium's use of the facility.

Motion: Dr. Steven Crow                      2<sup>nd</sup>: Mr. Paul Harvell

Motion passes unanimously

**e. Election of Board Chair for FY 2022-23 (A)**

Since Dr. Kathleen Rose will be retiring June 30<sup>th</sup>, she will be stepping down as the JPA Board Chair person and a new Chair will need to be elected. Dr. Chris Dela Rosa was nominated as the new JPA Board Chair Person and he accepted his nomination. Dr. Dela Rosa was unanimously approved as the new Board Chair.

Motion: Dr. Steven Crow

2<sup>nd</sup>: Mr. Brad Deeds

Motion passes unanimously

**VI. Announcements**

Mr. Paul Harvell shared that Robin McFarland will be replacing him as an alternate for Cabrillo College.

Ms. Linda Vaughn shared that POST gives out awards every year and this year, 3 of 4 recipients were South Bay employees.

- Mr. Ed Flores – O.J. “Bud” Hawkins Exceptional Service Award
- Mike Galli, Instructor – Instructor Excellence Award
- Jorge Ramirez, Instructor – Excellence in Training Award

Dr. Rose mentioned the recent Basic Academy Graduation and encouraged the Board to members to attend when possible.

**VII. Adjournment**

Meeting was adjourned at 10:50 a.m.

*Next regular JPA Board meeting is scheduled for May 19, 2022*