



GOVERNING BOARD MEETING MINUTES

South Bay Regional Public Safety Training Consortium

Thursday, November 16, 2023
10:00 a.m. – South Bay Regional Public Safety Training
Coyote Valley Campus Room D103

I. Call to Order

Mr. Graciano Mendoza called the meeting to order at 10:05 a.m.

Present:	Mr. Graciano Mendoza Dr. Andrew LaManque Ms. Marilyn Morikang Dr. Carla Grandy Mr. Brad Deeds Mr. Paul Harvell	Hartnell College Ohlone College Gavilan College College of San Mateo Lake Tahoe Community College Cabrillo College
Staff	Mr. Kevin Jensen Mr. Gregg Giusiana Mr. Ernie Smedlund Mr. Edward Flores Mr. Mike Manning	SBRPSTC SBRPSTC SBRPSTC SBRPSTC SBRPSTC
Absent:	Dr. Chris Dela Rosa Dr. Jon Knolle Ms. Judy Cutting Dr. Pedro Avila Dr. Travaris Harris Dr. Cathryn Wilkinson Mr. Jeff DeFranco	Ohlone College Monterey Peninsula College Monterey Peninsula College Gavilan College Cabrillo College Hartnell College Lake Tahoe Community College

a. Approval of Agenda (A)

Motion to Approve the Agenda

Motion: Mr. Paul Harvell 2nd: Dr. Carla Grandy

Motion passes unanimously

II. Approval of September 21, 2023 Board Minutes (A)

Motion: Mr. Paul Harvell

2nd: Dr. Carla Grandy

2 Abstentions, motion passes

III. Public Comment

N/A

IV. Information Item(s)

a. Financial Report (D)

The Consortium provides updates on the organization's financial health/status, as well as where they stand on meeting FTES goals for each member college. Mr. Ernie Smedlund shared with the Board that as of Nov. 6th, income and expenses are trending as expected. Income to date is reporting as \$539,176.01. This reflects a loss of 71% due to money earmarked for equipment replacement expenses throughout the year.

Mr. Ed Flores reviewed the FTES Allocation Summary Report with the Board and shared that the base allocation is at 2380, which is 200 higher than the base for FY22-23. As of last week, the Consortium is on track to meet 99% of those allocations.

No comments made by the board.

b. Staff Report – FTES Allotment/Production Fluctuations (D)

At the request of Gavilan President, Dr. Pedro Avila, at the last meeting, the Consortium staff prepared a more in-depth explanation of the fluctuation in FTES allotments and production over time. Mr. Smedlund reviewed a report with the Board to show FTES allotment trends over the last 15 years. The report starts with 2007 and reflects the effects of the economic downturn during that year as well as the effects of colleges leaving and joining the consortium, the impact of fires throughout the state that affected training, the addition of POST programs and the effects of COVID.

Mr. Brad Deeds asked questions about the Consortium meeting the FTES allocation with the possibility of seeing an increase in enrollment towards the end of the fiscal year with the completion of courses and the possibility of exceeding those numbers when they are already at 99%? Mr. Flores shared that the projections shared earlier are the most accurate up to this point of the fiscal year. However, some instances that may affect the overall numbers are when we receive a demand or a request for additional courses from our partnering agencies. When this happens, we work with each college individually to see if they are willing/able to work with us in providing those additional FTES. What can't be predicted are the negative impacts on the FTES allocations such as fires and shortage of agency staffing which can affect the enrollment of officers attending training.

Mr. Gregg Giusiana added that the Consortium has been pretty successful in working with the member colleges to fill the gaps and sometimes exceed the number of FTES to accommodate the needs of training.

V. Final Audit Report (A)

Motion to approve

Motion: Dr. Andrew LaManque 2nd: Mr. Paul Harvell

The firm of Wang Accountancy Group was retained for the purpose of conducting this year's audit of the Consortium's financial statements. A report of the Audit was shared with the Board. Mr. Kevin Jensen shared that the report was very similar to the Final Budget report that was presented during the last JPA meeting. Overall the agencies "Findings and Recommendations" reflect that all financial documents fairly and accurately presented the financial position of the governmental activities of each of the Consortium's major funds. Additionally, there were no found deficiencies in internal controls and no instances of non-compliance.

Mr. Jensen also shared that the Consortium continues to look for ways to diversify training while looking for other ways to improve fiscal health. Some examples include: the partnership with Kaiser, presenting security training for their employees; looking for opportunities for dual-enrollment for high-school students and offering pathways for career development in public safety; presenting a Ranger academy for State Park employees.

VI. Salary Adjustments for the President (A)

Motion: Mr. Paul Harvell 2nd: Mr. Brad Deeds

Motion passes unanimously

The Board Chair recommends the approval of the 5% salary increase for the President effective July 1, 2023, consistent with the across-the-board salary increase to all Consortium employees, with all the other terms and conditions of the President's Agreement for Services remains the same.

VII. Board Meeting Calendar 2024 (A)

Motion: Mr. Paul Harvell 2nd: Dr. Andrew LaManque

Mr. Jensen presented to the Board a new calendar of scheduled dates for the JPA Board meetings for 2024. He shared that in his pre-meeting with Dr. Dela Rosa and Dr. Knolle, these dates were suggested and approved by them. The dates are brought to the Board for final approval. It was also suggested that there should be some discussion on the Strategic Planning Retreat.

VIII. Announcements

No announcements

IX. Adjournment

Meeting adjourned at 10:32 a.m.

Next JPA Board meeting scheduled for March 16, 2024