

**SOLANO COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

**UNADOPTED MINUTES**  
Wednesday, October 2, 2019

**1. CALL TO ORDER**

A Regular Meeting of the Solano Community College District Governing Board was called to order at 6:30 p.m., on Wednesday, October 2, 2019, in the Denis Honeychurch Board Room, Room 626, 4000 Suisun Valley Road, Fairfield, California 94534, by Board President Young.

**2. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**

At the request of Board President Young, Trustee Voyce led those present in the pledge of allegiance to the United States of America.

**3. ROLL CALL**

A. Marie Young, President  
Quinten R. Voyce, Vice President  
Sarah E. Chapman, Ph.D.  
Denis Honeychurch, J.D.  
Karimah Karah, J.D.  
Michael A. Martin  
Rosemary Thurston  
Greg Ritzinger, Student Trustee  
Celia Esposito-Noy, Ed.D., Secretary

Absent:

Denis Honeychurch, J.D.

Others Present:

Robert Diamond, Vice President of Finance and Administration  
LaNae Jaimez, Academic Senate  
Mary Jones, Human Resources  
Lucky Lofton, Executive Bond Manager  
David Williams, Vice President of Academic Affairs  
Sandra Therrien, Executive Coordinator

**4. APPROVAL OF AGENDA**

It was moved by Trustee Thurston and seconded by Trustee Martin to approve the agenda as presented. The motion was passed unanimously.

**5. COMMENTS FROM MEMBERS OF THE PUBLIC (CLOSED SESSION)**

There were no comments from members of the public on Closed Session items.

**6. CLOSED SESSION**

President Young called the closed session to order at 6:32 p.m.

- (a) Conference with Labor Negotiator (Govt. Code § 54957.6)  
Agency Negotiator: Mary Jones, Human Resources  
Employee Organization: CCA/CTA/NEA, CSEA, Operating Engineers—Local 39
- (b) Public Employee Discipline/Dismissal/Release (Govt. Code § 54957)
- (c) Conference with Legal Counsel – Anticipated Litigation  
Significant exposure to litigation pursuant to subdivision (d) of Govt. Code § 54956.9

**7. RECONVENE REGULAR MEETING**

Board President Young reconvened the Regular Meeting at 7:00 p.m.

**8. REPORT OF ACTION IN CLOSED SESSION**

The Board held Conference with Labor Negotiator and CCA/CTA/NEA, CSEA, and Operating Engineers-Local 39, and no action was taken.

The Board discussed Public Employee Discipline/Dismissal/Release and no action was taken.

The Board held Conference with Legal Counsel – Anticipated Litigation and no action was taken.

**9. COMMENTS FROM MEMBERS OF THE PUBLIC (CONTINUED)**

**10. CONSENT AGENDA – ACTION ITEMS**

Superintendent-President

- (a) Draft Minutes for the Meeting Held on September 18, 2019 (Pending Board Approval)

Human Resources

- (b) Employment 2019-2020, Page 5

Finance and Administration

- (c) Personal Services Agreement, Page 8
- (d) Donations, Page 9

It was moved by Trustee Voyce and seconded by Trustee Thurston to approve the Consent Agenda as presented. The motion was passed unanimously.

**11. ITEMS REMOVED FROM CONSENT AGENDA**

There were no items removed from the Consent Agenda.

**12. NON-CONSENT AGENDA ITEMS – ACTION ITEMS**

Human Resources

- (a) New CSEA Position Description – Account Clerk, Page 10

It was moved by Trustee Chapman and seconded by Trustee Thurston to approve the New CSEA Position Description – Account Clerk as presented. The motion was passed unanimously.

- (b) New CSEA Position Description – Payroll Assistant, Page 15

It was moved by Trustee Chapman and seconded by Trustee Voyce to approve the New CSEA Position Description – Payroll Assistant as presented. The motion was passed unanimously.

- (c) New CSEA Position Description – Accounting Technician, Page 17

It was moved by Trustee Chapman and seconded by Trustee Martin to approve the New CSEA Position Description – Accounting Technician as presented. The motion was passed unanimously.

- (d) New CSEA Position Description – Payroll Generalist, Page 22

It was moved by Trustee Chapman and seconded by Trustee Thurston to approve the New CSEA Position Description – Payroll Generalist as presented. The motion was passed unanimously.

Bond/Facilities Projects

- (e) Contract Award to CSW/ST2 for Professional Services for the Update of Underground Utility Maps, Page 24

It was moved by Trustee Martin and seconded by Trustee Voyce to approve the Contract Award to CSW/ST2 for Professional Services for the Update of Underground Utility Maps as presented. The motion was passed unanimously.

- (f) Contract Award to M. Arthur Gensler, Jr. & Associates, Inc. (Gensler) for Professional Services for Facilities Master Planning Services, Page 26

It was moved by Trustee Thurston and seconded by Trustee Chapman to approve the Contract Award to M. Arthur Gensler, Jr. & Associates, Inc. (Gensler) for Professional Services for Facilities Master Planning Services as presented. The motion was passed unanimously.

Academic Affairs

- (g) Clinical Experience Agreement Between Solano Community College District and George Mark Children's House, San Leandro, California, Page 39

It was moved by Trustee Thurston and seconded by Trustee Martin to approve the Clinical Experience Agreement Between Solano Community College District and George Mark Children's House, San Leandro, California as presented. The motion was passed unanimously.

- (h) Coast Community College District Contract for Online Contract Readiness Modules, Page 49

It was moved by Trustee Chapman and seconded by Trustee Voyce to approve the Coast Community College District Contract for Online Contract Readiness Modules as presented. The motion was passed unanimously.

**13. BOARD STUDY SESSION (NO ACTION REQUIRED)**

2019 Annual Clery Report  
*Presented by Lt. Brian Travis, Solano County Sheriff's Office*

**14. INFORMATION ITEMS – NO ACTION REQUIRED**

**15. ANNOUNCEMENTS**

Trustee Chapman announced that she may be out for a month or more, but will be calling in to Board Meetings.

Trustee Voyce announced that the Solano Democratic Central Committee will be having its

annual banquet on October 26<sup>th</sup> at Paradise Valley where our former trustee, Pam Keith, will be honored with the Lifetime Achievement Award. Everyone is invited to attend.

- 16. ITEMS FROM THE BOARD**
- 17. CLOSED SESSION (CONTINUED IF NECESSARY)**
- 18. RECONVENE REGULAR MEETING (IF NECESSARY)**
- 19. REPORT OF ACTION TAKEN IN CLOSED SESSION (IF NECESSARY)**
- 20. ADJOURNMENT**

Moved by Trustee Thurston and seconded by Trustee Chapman to adjourn the meeting. There being no further business to come before the board, the meeting was adjourned at 7:58 p.m.