

**SOLANO COMMUNITY COLLEGE  
DISTRICT GOVERNING BOARD**

**ADOPTED MINUTES**  
Wednesday, March 4, 2020

**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, March 4, 2020, in the Denis Honeychurch Board Room, Room 626, 4000 Suisun Valley Road, Fairfield, California 94534, by Board President Voyce.

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

At the request of President Voyce, Priscilla Meckley led those present in the pledge of allegiance.

**3. ROLL CALL**

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

Absent:

Michael A. Martin

Others Present:

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

The following edits and clarifications should be noted in the agenda:

Agenda Item 12.(c) New ALG Position Description: Assistant Athletic Director, page 14, has been pulled from the Non-Consent agenda.

Agenda Item 12.(h) Heavy Construction Equipment Order to Garton Tractor, Inc. for the Facilities Department, page 26. The second to the last sentence should read: “The Board is asked to approve a contract to Garton Tractor, Inc. in the amount of \$153,598.80”.

Agenda Item 14.(b) Measure Q Quarterly Progress Update Report to the Governing Board, Page 31 has been pulled from the agenda.

#### **4. APPROVAL OF AGENDA**

It was moved by Trustee Thurston and seconded by Trustee Chapman to approve the agenda as amended. 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 Voyce called the closed session to order at 6:34 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**

President Voyce 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 February 19, 2020 (Pending Board Approval)

*Human Resources*

- (b) Employment 2019-2020 and 2020-2021, Page 5

*Finance and Administration*

- (c) Personal Services Agreement, Page 7

It was moved by Trustee Young 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**

It was moved by Trustee Chapman and seconded by Trustee Honeychurch to approve Items 12.(a), 12.(b), and 12.(d) through 12.(h) in one motion as presented. The motion passed unanimously.

*Superintendent-President*

- (a) Athletic Agreement Between Napa Valley College and Solano Community College, Page 9

*Human Resources*

- (b) New Supervisors Salary Schedule, Page 11

- (c) New ALG Position Description: Assistant Athletic Director, Page 14

This item was pulled from the agenda.

Bond/Facilities Projects

- (d) Contract Award to Lister Construction, Inc. for Construction Services for the Building 800 Parking Lot Rehabilitation Project, Page 17
- (e) Contract Award to Lister Construction, Inc. for Construction Services for the Building 1900 Trench Drain Project, Page 19
- (f) Contract Award to Sierra Striping Inc. and Sealcoating for Construction Services for the Fairfield Campus Perimeter Road Striping Project, Page 21
- (g) Equipment Order to One Diversified for the Classroom Technology Upgrade (IT Infrastructure Improvements) Project, Page 23
- (h) Heavy Construction Equipment Order to Garton Tractor, Inc. for the Facilities Department, Page 25

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

Marketing Update

*Presented by Tom Gachis, James Thomas Media*

An update on marketing and outcomes was given by Tom Gachis. Over the past year, James Thomas Media has managed SCC's marketing campaigns, social media, video, photography, and press releases along with updating the College's website.

JTM uses all major social media platforms to reach all demographics. Facebook likes have increased by 850% and views of videos on Facebook have increased by 3,204%. Instagram reach has seen a 5,360% increase while Twitter has shown a 78% increase. The digital marketing efforts have increased enrollment while lowering marketing costs.

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

- (a) Fairfield Campus Tree Repurposing Report and Approval, Page 29
- (b) Measure Q Quarterly Progress Update Report to the Governing Board, Page 31

This item was pulled from the agenda.

**15. ANNOUNCEMENTS**

Board President Voyce reminded everyone about the Crab & Shrimp Feed this Saturday. He also announced the next SCSBA dinner meeting is scheduled for April 20, 2020.

**16. ITEMS FROM THE BOARD**

Trustee Chapman will be in Washington DC over the weekend on business and will not be attending the Crab & Shrimp Fee. Trustee Chapman also gave an update on the conditions in Tennessee after the recent tornado, as her sister lives in Tennessee and Trustee Chapman just returned from visiting her.

**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 Honeychurch and seconded by Trustee Young to adjourn the meeting. There being no further business to come before the board, the meeting was adjourned at 7:43 p.m.