



**Tuesday, January 19, 2021
REGULAR MEETING OF THE BOARD OF TRUSTEES**

**5:00 p.m. Closed Session
7:00 p.m. Public Session
333 East 8th Street
Oakland, CA 94606
VIRTUAL MEETING VIA ZOOM WEBINAR**

NOTICE OF TELECONFERENCING IN COMPLIANCE WITH EXECUTIVE ORDER N-25-20

Those that would like to view the meeting can do so Live on Peralta College's YouTube link:
https://www.youtube.com/channel/UCTEVyZCQ1p_yqMRafmQFUww

PUBLIC COMMENTS

In order to equitably facilitate public comments, the following is required:

Those participating in public comment are required to register (no later than 12:00 p.m. the day of the meeting) for the webinar at the following link:

https://zoom.us/webinar/register/WN_hfaictzXQnyNjjjbWszR_A

After registering, you will receive a confirmation email containing information about joining the webinar.

Welcome to a meeting of the Peralta Community College District Board of Trustees. Meetings of the Peralta Community College District Governing Board are Broadcast Live on KGPC, 96.9FM, and Peralta TV on Cable Channel 27 in Alameda and Berkeley, Cable Channel 28 – Oakland, Emeryville, and Piedmont and Channel 99 on AT&T U-Verse. Listed agenda times are estimates. Live stream video of the meetings, agendas, minutes, and all open session reports and meeting materials are available for viewing on BoardDocs: <https://www.boarddocs.com/ca/peralta/Board.nsf>

Link on the Peralta Board Website: <http://web.peralta.edu/trustees/>

The meeting can also be viewed Live on Peralta College's YouTube link:

https://www.youtube.com/channel/UCTEVyZCQ1p_yqMRafmQFUww

PLEASE TURN OFF YOUR CELL PHONES DURING THE MEETING - THANK YOU!

Board

1. CLOSED SESSION

Subject	1.1 Public Comment on Closed Session Items
Meeting	Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	

1. CLOSED SESSION

Subject	1.2 Conference with Labor Negotiator, Peralta Federation of Teachers, Local 39, and SEIU 1021 (Government Code § 54957.6)
Meeting	Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Information

1. CLOSED SESSION

Subject **1.3 Public Employee Appointment (Government Code Section 54957) - (15 minutes)**

Meeting Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Information

- Recommendation to appoint the Interim Director of Business & Administrative Services, Berkeley City College
- Recommendation to appoint the Interim Executive Director of Fiscal Services, District Office
- Recommendation to amend the expiration date of the Laney College President's contract
- Recommendation to amend the expiration date of the College of Alameda President's contract
- Recommendation to ratify the appointment of the Vice President of Instruction, Merritt College
- Recommendation to ratify the appointment of the Interim Payroll Manager, District Office
- Recommendation to ratify the appointment of the Interim Budget Director, District Office

1. CLOSED SESSION

Subject **1.4 Public Employee Discipline/Dismissal/Release**

Meeting Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type

The Board is provided respective salaries in closed session for information purposes only, if any. The Board is reminded not to discuss personnel matters outside of closed session.

1. CLOSED SESSION

Subject

1.5 Public Employee Evaluation

Meeting

Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type

1. CLOSED SESSION

Subject **1.6 Conference with Legal Counsel, Multiple Cases: (Government Code § 54956.9)**

Meeting Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Information

- Payne v. Peralta Community College District, U.S. District Court, Northern District of CA, Case No. 3:16-cv-04390-MMC.
- Herrera v. Peralta Community College District et.al, Alameda Superior Court case no. RG18932402
- Conference with Legal Counsel, Anticipated/Potential Litigation (54956.9(b)-(c)) (3 cases).

2. OPEN SESSION

Subject

2.1 Call to Order

Meeting

Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type

Procedural

2. OPEN SESSION

Subject

2.2 Pledge of Allegiance

Meeting

Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type

Procedural

2. OPEN SESSION

Subject

2.3 Roll Call

Meeting

Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type

Procedural

2. OPEN SESSION

Subject	2.4 Report of Action Taken in Closed Session
Meeting	Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Information

2. OPEN SESSION

Subject	2.5 Approval of the Agenda
Meeting	Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Action

2. OPEN SESSION

Subject	2.6 Approval of the Minutes
Meeting	Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Action, Minutes
Preferred Date	Jan 19, 2021
Absolute Date	Jan 19, 2021
Fiscal Impact	No
Budgeted	No

2. OPEN SESSION

Subject	2.7 Associated Student Government Reports
Meeting	Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Information

2. OPEN SESSION

Subject	2.8 Peralta Classified Senate Report
Meeting	Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Information

2. OPEN SESSION

Subject	2.9 District Academic Senate Report
Meeting	Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Information

2. OPEN SESSION

Subject **2.10 Public Communication**

Meeting Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Information

At this time, the Board of Trustees will listen to communication from the public on matters that are not on the agenda and are within the Board's jurisdiction. Under provisions of the Brown Act, the Board and District staff are prohibited from discussing or taking action on oral requests that are not part of the agenda, but may respond briefly. A maximum of 15 minutes (up to 3 minutes per individual) will be provided for speakers under this agenda section, at the Board President's discretion. A speaker's card must be completed to request to address the Board. Requests to speak which cannot be honored within the time limit will be scheduled for subsequent meetings in the order received. Persons addressing items included on the agenda will be heard at the time the item is considered, and comments on tangential issues not directly related to the item may be ruled out of order. Cards must be received prior to the Board's consideration of the item and are honored in the order the cards are received. A speaker may yield time to another speaker up to a limit of 6 additional minutes, with no more than 5 speakers on the issue, where both have completed a speaker's card, and the yielder must identify him/herself to the Board. Speakers are asked to submit any materials to the Board Clerk and shall not approach the dais during meetings. (Please line-up when your name is called.) Further direction is provided in Board Policy and Administrative Procedure 2345 Public Participation at Board Meetings.

<http://web.peralta.edu/trustees/board-policies/>

2. OPEN SESSION

Subject **2.11 Budget Study Session on the Student-Centered Funding Formula and the Apportionment Process used by the State Chancellor's Office. Presenter: Interim Chancellor Carla Walter (1 hour)**

Meeting Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Discussion

Goals E: Develop and Manage Resources to Advance Our Mission

TO: Peralta Board of Trustees

FROM: Carla Walter, Interim Chancellor

PREPARED BY: Maisha Jameson, Board Clerk

BACKGROUND/ANALYSIS:

The session will include discussion with C.M. Brahmhatt, Managing Director from [Cambridge West](#). Mr. Brahmhatt has been serving the educational community for 35 years. Twenty-four of those years were spent with the Coast Community College District as the Vice Chancellor of Administrative Services. C.M. holds a Lifetime Community College Chief Administrator Office Credential as well as a Lifetime Community College Supervisor Credential. He also received the 2010 Walter Star Robie Award from the Association of Chief Business Officers of CCC. C.M.'s career has granted him expertise in financial management, administrative services, cost savings, bond programs, State mandate compliance, capital construction/ facility planning, and finance resourcing.

File Attachments

[SCFF Presentation Peralta CCD Budget Study Session 1 19 21.pdf \(482 KB\)](#)

2. OPEN SESSION

Subject	2.12 Chancellor's Reports (25 minutes)
Meeting	Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Information
	<ul style="list-style-type: none">College Reports

File Attachments

COA January_19_2021_Presidents_Report.pdf (574 KB)
Merritt 1.19.21 College BOT Report.pdf (1,432 KB)
BCC News for the Board - Jan (V3).pdf (1,047 KB)
Laney College Board Highlight JANUARY 2021.pdf (431 KB)

3. INFORMATIONAL

Subject **3.1 First Reading on Proposed Board Policies. Presenter: Interim Chancellor Carla Walter (5 minutes)**

Meeting Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Information

Goals D: Strengthen Accountability, Innovation and Collaboration

TO: Peralta Board of Trustees

FROM: Dr. Carla Walter, Interim Chancellor

PREPARED BY: Maisha Jameson, Board Clerk

BACKGROUND/ANALYSIS:

The Board will conduct a first reading of the Board Policies. The following policies are presented for review and will return to a future Board meeting for approval and adoption.

- **BP 2355 - Speakers and Decorum** (This policy was last updated in 2011.)
- **BP 4220 - Standards of Scholarship** (This policy was last updated in 2019.)
- **BP 4400 - Community Service Programs** (This policy was last updated in 2012.)
- **BP 5010 - Admissions and Concurrent Enrollment** (This policy was last updated in 2015.)
- **BP 7510 - Domestic Partners** (This is a new policy.)

File Attachments

BP 2355 Speakers and Decorum.pdf (101 KB)
BP 4220 Standards of Scholarship.pdf (136 KB)
BP 4400 Community Service Programs.pdf (148 KB)
BP 5010 Admissions and Concurrent Enrollment.pdf (198 KB)
BP 7510 Domestic Partners.pdf (191 KB)

4. CONSENT CALENDAR - CHANCELLOR'S OFFICE

Subject 4.1 Consider Ratification of Monthly Contract Report in Accordance with Administrative Policy 6340. Presenter: Interim Chancellor Carla Walter

Meeting Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Action (Consent)

Preferred Date Jan 19, 2021

Absolute Date Jan 19, 2021

Fiscal Impact No

TO: Peralta Board of Trustees

FROM: Dr. Carla Walter, Interim Chancellor

PREPARED BY: Brandi Howard, Contracts & Legal Affairs Coordinator

BACKGROUND/ANALYSIS: Consider Ratification of the Monthly Report of Contracts for the period of November 26, 2020, through January 9, 2021. In accordance with Administrative Policy 6340, all contracts and amendments regardless of dollar amount must be ratified by the Board of Trustees within 60 days, if not approved in advance as otherwise required herein.

DELIVERABLES/SCOPE OF WORK: Scope of Work and budget source for each contract can be found in the monthly report.

EVALUATION AND RECOMMENDED ACTION: The Interim Chancellor recommends ratification.

File Attachments

[BOT Contract Ratification Report for 1.19.2021.pdf \(125 KB\)](#)

All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board's vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.

5. CONSENT CALENDAR - ACADEMIC AFFAIRS

Subject	5.1 Consider Approval of Course and Program Additions, Deactivations and Changes. Presenter: Vice Chancellor Siri Brown
Meeting	Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Action (Consent)
Preferred Date	Jan 19, 2021
Absolute Date	Jan 19, 2021
Fiscal Impact	No
Budgeted	No
Budget Source	N/A

TO: Peralta Board of Trustees

FROM: Department of Academic Affairs

PREPARED BY: Amany Elmasry, Curriculum and System Tech Analyst

BACKGROUND/ANALYSIS:

The role of Council on Instruction, Planning and Development (CIPD) is to review college curriculum additions, deletions, or modifications and submit them to the Board of Trustees for approval. CIPD meetings monthly throughout the academic year and is composed of college curriculum chairs (appointed by the Academic Senate), curriculum specialists, matriculation officers, the District Academic Senate President, the Vice Chancellor of Academic Affairs & Student Success, Deans and Vice Presidents of Instruction.

Course and program additions are based on industry demand and/or students need in the following fields: Statistical Software Programming, Noncredit Instructional Support to English and ESOL courses, Ethnic Studies, Hand Tool Design and Production, Journalism-smartphone reporting, Noncredit Support to Music courses, and instruction on relevant Digital Marketing Skills.

Course modifications are required to comply with State Chancellor's Office initiatives such as the code alignment project for better reporting. They are also required for updates to course curriculum to ensure alignment with district-wide requisites and unit values in order to streamline student enrollment and to comply with Education Code Sections 70901(b), 70902(b), and 78016; and California Code of Administrative Regulations Sections 51000, 51022, 55100, 55130 and 55150.

Course deletions results in deactivating courses that are no longer offered from the college catalog, state inventory, CurriQunet, ASSIST, and Passport according to the approved effective term listed in the attached agenda.

DELIVERABLES/SCOPE OF WORK:

N/A

ANTICIPATED COMPLETION DATE:

All curriculum additions, deletions and modifications is work that occurs on an ongoing basis.

EVALUATION AND RECOMMENDED ACTION:

The attached PDF entitled "Dec 2020 CIPD Report" and "Dec 2020 Program Proposals" contains course and program additions, changes and deactivations as approved by the colleges' curriculum committees and The Council for Instruction, Planning and Development (CIPD).

The Interim Chancellor recommends approval.

File Attachments

[Dec 2020 CIPD Report.pdf \(995 KB\)](#)[Dec 2020 Program Proposals.pdf \(2,675 KB\)](#)

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6. CONSENT CALENDAR - PUBLIC INFORMATION

Subject **6.1 Consider Ratification of Independent Contractor Agreement for Folger Graphics for Printing and Mailing Services in the amount of \$38,622.79 for Spring 2021 Enrollment Campaign. Presenter: Executive Director Mark Johnson**

Meeting Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Action (Consent)

Preferred Date Jan 19, 2021

Absolute Date Jan 19, 2021

Fiscal Impact Yes

Dollar Amount \$38,622.73

Budgeted Yes

Budget Source Fund 01/General Fund: 1-01-116-5888-1-660800-0000-00

TO: Peralta Board of Trustees

FROM: Mark Johnson, Executive Director, District Department of Marketing, Communications & Public Relations

PREPARED BY: Diana Fitzgerald

BACKGROUND/ANALYSIS: Folger Graphics was chosen after gathering bids to provide printing and mailing services for the Spring 2021 enrollment advertising postcard. The amount of ICC #22542 is \$38,622.73 and below the \$50,000.00 threshold for Board approval. However, Folger Graphics has been used on other printing projects this fiscal year across the District and the overall spending has now exceeded the \$50,000.00 threshold in services and purchases for this vendor. This ICC of \$38,622.73 and other items from December 2020 brings the total spending with Folger Graphics to \$95,743.44, requiring Board ratification.

PO_VENDOR_OVERVIEW

PO No.	PO Date	Supplier	Origin	Sum Amount
3000126985	7/29/2020	FOLGER GRAPHICS INC	Laney	\$376.91
3000127188	8/13/2020	FOLGER GRAPHICS INC	Laney	\$2,400.88
3000127472	9/2/2020	FOLGER GRAPHICS INC	District	\$20.00
3000127936	10/19/2020	FOLGER GRAPHICS INC	BCC	\$7,784.06
3000127988	10/23/2020	FOLGER GRAPHICS INC	BCC	\$6,510.66
3000128206	11/19/2020	FOLGER GRAPHICS INC	COA	\$15,510.81
3000128223	11/20/2020	FOLGER GRAPHICS INC	Laney	\$19,965.06
3000128255	12/1/2020	FOLGER GRAPHICS INC	COA	\$1,861.93
3000128412	12/11/2020	FOLGER GRAPHICS INC	Laney	\$2,128.88
3000128415	12/11/2020	FOLGER GRAPHICS INC	Merritt	\$561.52
3000128447	12/14/2020	FOLGER GRAPHICS INC	District	\$38,622.73
TOTAL FOR SUPPLIER				\$95,743.44

DELIVERABLES/SCOPE OF WORK: Printing and mailing services (including postage) of the Spring 2021 enrollment campaign postcard. Design created by PCCD. Postcard to be mailed in January 2021 to 292,000 households in the PCCD service area to encourage enrollment in Spring 2021 classes.

ANTICIPATED COMPLETION DATE: June 30, 2021

EVALUATION AND RECOMMENDED ACTION:

The District's Marketing, Communication and Public Relations Department has evaluated the deliverables to date for Folger Graphics and found them to be satisfactory.

The Interim Chancellor and Executive Director of Marketing Communication recommend approval.

File Attachments

Folger Graphics ICC #22542 w_MARC - signed.pdf (2,747 KB)

All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board's vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.

7. ACTION ITEMS

Subject	7.1 Consider Approval of the Revised Budget for Fiscal Year 2020-21. Presenter: Interim Vice Chancellor Adil Ahmed (10 minutes)
Meeting	Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Action (Consent)
Preferred Date	Jan 19, 2021
Absolute Date	Jan 19, 2021
Fiscal Impact	No
Budgeted	Yes
Budget Source	N/A

TO: Peralta Board of Trustees

FROM: Adil Ahmed, Interim Vice Chancellor for Finance & Administration

PREPARED BY: Adil Ahmed, Interim Vice Chancellor for Finance & Administration

BACKGROUND/ANALYSIS:

The Board of Trustees approved the Fiscal Year 2020-21 Adopted Budget for all District funds on October 27, 2020. This item is to correct the Total Computation Revenues and restate the amount of the General Fund Hold Harmless for Fiscal 2020-21. The correction is being made to address the revenues stated in The State Chancellor's Office P2 calculation. There is no adverse budgetary impact.

DELIVERABLES/SCOPE OF WORK:

N/A

ANTICIPATED COMPLETION DATE:

N/A

EVALUATION AND RECOMMENDED ACTION:

The Department of Finance & Administration is requesting the Board of Trustees to approve the Fiscal Year 2020-21 Adopted Budget with revisions.

The Interim Chancellor and Interim Vice Chancellor of Finance and Administration recommend approval of the Fiscal Year 2020-21 Adopted Budget revisions.

<p>File Attachments Fiscal Year 2021 Revised Budget 01072021.pdf (393 KB)</p>

All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent Calendar items from anyone completing a card will be heard prior to the Board's vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.

7. ACTION ITEMS

Subject **7.2 Consider Selecting Three Community Members, from the Board of Trustees' Nominees, who will Serve on the Chancellor Selection Committee in Accordance with Board Policy 2431 Chancellor Selection. Presenter: Board President Cindi Napoli-Abella Reiss (10 minutes)**

Meeting Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Action

Preferred Date Jan 12, 2021

Absolute Date Jan 19, 2021

TO: Peralta Board of Trustees

FROM: Dr. Cindi Napoli-Abella Reiss, Board President

PREPARED BY: Socorro Taylor

BACKGROUND/ANALYSIS:

In accordance with Board Policy 2431 Chancellor Selection, in addition to the appointments from various constituency groups, the Chancellor Selection Committee shall consist of up to three (3) community members. The Board will choose three community members from the nominations received from the Trustees.

The nominees are as follows:

- Richard Sherratt, former Vice Mayor of Alameda; Trustee and Past President of the CSU East Bay Educational Foundation
- Pamela Drake, a community activist and is currently an elected member of the Alameda County Democratic Central Committee (ACDCC)
- Lailan Sandra Huen, Oakland Unified School District's Director/Program Manager/Specialist supporting struggling students across 86 schools and 45 ethnicities through the Office of Equity
- Jack Kurzweil, San Jose State University Emeritus Faculty, Electrical Engineering
- Vernon Nakahara, Retired Alameda Superior Court Judge
- Steve Manning, Former Alameda County Auditor-Controller
- Josie Camacho, Retired Executive Secretary-Treasurer, Alameda County Labor Council, AFL-CIO
- Joyce Guy, Executive Director of West Oakland Job Resource Center
- James Chang, Commissioner on the Berkeley Rent Stabilization Board and Chief of Staff & Legislative Aide for Councilmember Ben Bartlett at the City of Berkeley
- Adrien Abuyen, a first-generation Filipino Mexican graduate from UC Berkeley, a former Student Trustee of Peralta and served on Peralta's Citizens' Board and Parcel Tax Oversight Committee
- Stephanie Pelley, Commission on the Status of Women; Children, Youth and Recreation Commission; Women/Youth/Community Advocacy; Notary Public
- Héctor Malvido, Core Member and Organizer of Latinos Unidos de Berkeley; Founder of the San Francisco Service Provider's Coalition; Serves on the City of Berkeley Fair & Impartial Police Working Group.

DELIVERABLES/SCOPE OF WORK:

N/A

ANTICIPATED COMPLETION DATE:

N/A

EVALUATION AND RECOMMENDED ACTION:

The Board will select three community members from amongst the nominations made by the Board of Trustees.

File Attachments

01-19-21 Information on Board of Trustees' Nominees for the Chancellor Selection Committee.pdf (2,592 KB)

7. ACTION ITEMS

Subject **7.3 Consider Approval of the Contract between InGenesis & PCCD to Provide Enhanced Entry Screening Testing Services for COVID-19 to Peralta Community College District. Presenter: Acting Vice Chancellor Ronald McKinley (10 minutes)**

Meeting Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Action

Preferred Date Jan 19, 2021

Absolute Date Jan 19, 2021

Fiscal Impact Yes

Dollar Amount \$77,000.00

Budgeted Yes

Budget Source CARES Act Fund 11 Budget Code: 1-11-133-5105-9-673300-1932-00

TO: Peralta Board of Trustees

FROM: Dr. Ronald McKinley, Acting Vice Chancellor for Human Resources & Employee Relations

PREPARED BY: Socorro Taylor

BACKGROUND/ANALYSIS:

The District is seeking approval to enter into a contract with InGenesis to provide Enhanced Entry Screening Test Services for COVID-19 at the four college campuses (Berkeley, Laney, Alameda, and Merritt) and the District Office from February 1, 2021, through April 30, 2021.

Service Provider: InGenesis (Dr. Veronica Muzquiz Edwards, CEO)

Address: 10231 Kotzebue St., San Antonio, TX 72817

InGenesis is a recognized leader in workforce solutions within the healthcare, higher education life sciences industries, and beyond. It knows what it takes to connect organizations with top, best-fit talent. InGenesis has built its offering around its clients' greatest needs: providing a superior experience through end-to-end recruitment solutions that optimize candidate quality, control expenses, and deliver measurable results so that their clients can focus on their core organizational goals. The estimated cost is as follows:

InGenesis' Personnel Costs:

Personnel will be billed at the hourly rates listed in the following table.

Personnel	# of workers	Standard Hour Bill Rate	Estimated Hours Per Week	Estimated Cost Per Week	Estimated Assignment Cost
Enhanced Entry Screener	4	\$29.00	40	\$4,640.00	\$60,320.00
Enhanced Entry Screener - Supervisor	<u>1</u>	\$32.00	40	<u>\$1,280.00</u>	<u>\$16,640.00</u>
	5			\$5,920.00	\$76,960.00

The screening procedures for students, faculty and visitors entering the District Office and the four colleges are included in Exhibit 2 of the Agreement.

The contract will not exceed \$77,000.

DELIVERABLES/SCOPE OF WORK:

InGenesis will supply Certified Nursing Assistants (or comparable qualified personnel) to provide enhanced entry screening testing services for COVID-19 to Peralta Community College District at its district office and each campus (Berkeley City College, College of Alameda, Laney College, and Merritt College).

Personnel shall be distributed at these locations based on the county's Tier status as follows:

Location	Tier 1 Purple Status (# of Workers)
Campus 1	1
Campus 2	1
Campus 3	1
Campus 4	1
District Office	<u>1</u>
Total Workers	5

ANTICIPATED COMPLETION DATE:

April 30, 2021

EVALUATION AND RECOMMENDED ACTION:

The Interim Chancellor and Acting Vice Chancellor of Human Resources recommend approval.

File Attachments

Jan. 19, 2021 Board Meeting - InGenesis SSA - Peralta Community College - signed.pdf (1,354 KB)

7. ACTION ITEMS

Subject **7.4 Consider Approval of the Amended and Restated Financial Advisory Services Agreement with Backstrom, McCarley, Berry & Co., LLC in an amount Not to Exceed \$409,000. Presenter: Interim Vice Chancellor Adil Ahmed (5 minutes)**

Meeting Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Action

Preferred Date Dec 14, 2020

Absolute Date Jan 19, 2021

Fiscal Impact Yes

Dollar Amount \$409,000.00

Budgeted Yes

Budget Source Measure G, OPEB, and General Fund

TO: Peralta Board of Trustees

FROM: Dr. Carla Walter, Interim Chancellor

PREPARED BY: Adil Ahmed, Interim Vice Chancellor for Finance & Administration

BACKGROUND/ANALYSIS:

The District seeks to extend the term of, and add additional scopes of services to, its financial advisory service agreement with Backstrom McCarley Berry & Co., LLC (“Backstrom”), its municipal advisors. Backstrom provides services in connection with the District’s Measure A and Measure G and related General Obligation Bond issuances, Parcel Tax Measures, Other Post-Employment Benefits (OPEB), OPEB Bonds and other of its municipal finance matters as requested from time to time by the District.

Backstrom was selected pursuant to an RFP process for financial advisors with skills and knowledge in ballot measures, bond funded capital programs, parcel tax and bond financing. Their contract, which expires at the end of January 2021, contains a right to extend for up to 2 years. The District would like to exercise that right to extend and update the scope and related pricing.

Vincent McCarley is the Chief Executive Officer of Backstrom. The firm’s headquarters is located at 115 Sansome Street, San Francisco, CA 94104 and has several offices throughout the nation, including one located in Oakland, California. Backstrom is a minority owned, small business enterprise certified by the State of California as a Disadvantaged Business Enterprise.

DELIVERABLES/SCOPE OF WORK:

Backstrom’s scope of services will continue to include:

- a. Providing the District with expert financial advice and assistance on deciding the feasibility of bond and parcel tax matters, financing techniques and options on matters pertaining to structuring a general obligation bond program, sizing of the bond program, reviewing the Facilities Master Plan and bond funded projects and debt service scenarios.
- b. Providing the District with available financing options by conducting studies and analyses to determine the most appropriate and cost-effective financing terms and methods. Financing options and accompanying studies and analyses shall be presented to the District within an agreed upon timeline.
- c. Working cooperatively and coordinate the work with bond counsel and other consultants, selected by the District, in connection with the election authorizing the bonds and the issuance and sale thereof, as well as the election authorizing a parcel tax.
- d. Having representatives present at meetings, when requested or notified, on matters concerning financing techniques and bond issues.
- e. Preparing other analyses that may be utilized by the District in connection with these activities; foster project financial management and planning with the purpose of improving bond program management practices.
- f. Reviewing and making recommendations for updating the District’s debt policy, bond reserve policy and other bond-related financial policies.
- g. Providing staff training on project and bond spend planning and tracking.
- h. Assisting the District in their initial and annual filing required under newly enacted California SB1209, if requested.

- a. Serving as a periodic resource to the District's bond oversight committee (as requested).
- j. Developing and implementing a credit and rating agency strategy on behalf of the District, to the extent desired by the District.
- k. Performance of such functions as requested by the District normally contemplated to be within the scope of qualified municipal financial advisor relating to all outstanding and to be issued (refunding and new money) 1992 Election Measure B, 1996 Election Measure A, 2000 Election Measure E, 2006 Election Measure A, and 2018 Election Measure G.
- l. Reviewing current OPEB program, recommend potential changes, assist in implementing such changes, deliver status reports as appropriate or as desired by District.
- m. Interfacing and managing relationship with investment advisor, swap advisor, counterparties, letter of credit bank (or other credit enhancement providers), remarketing agent, trustee, bond counsel, and other OPEB bond service providers.
- n. Providing reports, as requested to the District, and OPEB Board.
- o. Engaging as subcontractor a Qualified Independent Representative (QIR) as defined under Dodd-Frank for representation with swap counterparties, quarterly mark to market (or as needed) valuations, and derivative strategies.
- p. Assisting the District in their annual continuing disclosure filing requirement and related material event disclosures in compliance with securities laws and regulations (that are made known to the Co-Financial Advisors).

Additional Services to be provided include:

- Develop and implement a credit and rating agency strategy on behalf of the District
- Lead finance and facilities meetings subcommittee meetings foster project financial management and planning with the purpose of improving bond program management practices.
- Provide short-term cashflow note transaction advisory services
- Assist the District in its annual CDIAC filing requirements
- Prepare a bring down report from 2011 (per the FCMAT recommendation) and an annual update report on the status of the OPEB Bond Program that details the 2005 Bonds, subsequent refinancings and conversions of the 2005 Bonds, interest rate swaps, and fees paid.
- Review of actuarial reports in connection with District's OPEB Trust 1 overfunding determination and disbursement procedures pursuant to Board Resolution 19/20-44

ANTICIPATED COMPLETION DATE:

This Amended and Restated Agreement expires on January 31, 2023.

EVALUATION AND RECOMMENDED ACTION:

The District's Finance Department has evaluated the deliverables to date for Backstrom and found them to be satisfactory. The Interim Chancellor and Interim Vice Chancellor of Finance and Administration recommend approval.

File Attachments
[BMCB Contract Amendment 2021 All.pdf \(1,138 KB\)](#)

7. ACTION ITEMS

Subject	7.5 Consider Approval of an Amendment to the Contract with Timothy Gibbon in the amount of \$15,000. Presenter: Vice Chancellor Siri Brown (5 minutes)
Meeting	Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Action (Consent)
Preferred Date	Jan 19, 2021
Absolute Date	Jan 19, 2021
Fiscal Impact	Yes
Dollar Amount	\$15,000.00
Budgeted	Yes
Budget Source	General Funds 1--1 01 121 5105 1 602000 0000 00

TO: Peralta Board of Trustees

FROM: Siri Brown, VC of Academic Affairs and Student Services

PREPARED BY: Neshawn Dixon

BACKGROUND/ANALYSIS: Canvas is PCCD's designated LMS platform for online teaching and learning. Tim Gibbon supports students and faculty by answering questions and solving Canvas related problems. Due to the increase in online instruction this academic year, services have been increased to meet demand and the amount of his contract is being increased to reflect the additional amount of services he is being asked to provide.

DELIVERABLES/SCOPE OF WORK: Tim Gibbon provides support to Peralta LMS users by replying to Canvas tickets submitted to the Peralta Helpdesk. He does so during the day, evenings and weekend hours when PCCD staff are not available. Additionally, Mr. Gibbon works increased hours during peak periods and holidays each semester. The Canvas help tickets are submitted by students who do not know how to log into Canvas or navigate inside the courses they have enrolled in. Mr Gibbon provides one-on-one help to these students. For faculty that are new or learning Canvas, Mr Gibbons provides one-on-one support to help them set up grades books, assignments and troubleshoot technical issues they are having with their Canvas course. By providing these services, Mr Gibbons addresses the increased needs due to the number of online classes PCCD is offering during the pandemic.

ICC	Amount	Board Approval Date
Original	\$60,320	9/15/2020
Addendum	\$15,000	Requested this meeting
	\$75,320	

ANTICIPATED COMPLETION DATE: June 30, 2021

EVALUATION AND RECOMMENDED ACTION: Consider Approval

The Interim Chancellor and Vice Chancellor of Academic Affairs and Student Success recommend approval.

File Attachments TGibbon_Add1_19.pdf (6,642 KB)

All matters listed under the Consent Calendar are considered by the Board of Trustees to be routine or sufficiently supported by back-up information as to not require additional discussion. Consent Calendar items will be enacted by one motion. There will be no separate discussion on these items prior to the time the Board votes on them, unless a Board member requests that a specific item be removed from the Consent Calendar for action and a separate vote. Public comment on Consent

Calendar items from anyone completing a card will be heard prior to the Board's vote on the Consent Calendar. All Board approved contracts are subject to final negotiation and execution by the Chancellor.

7. ACTION ITEMS

Subject **7.6 Consider Approval of Classified Personnel Items. Presenter: Acting Vice Chancellor Ronald McKinley (5 minutes)**

Meeting Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Action

Preferred Date Jan 19, 2021

Absolute Date Jan 19, 2021

Fiscal Impact Yes

Budgeted Yes

Budget Source General Funds

TO: Peralta Board of Trustees

FROM: Dr. Ronald McKinley, Acting Vice Chancellor for Human Resources & Employee Relations

PREPARED BY: Socorro Taylor

BACKGROUND/ANALYSIS:

APPROVAL OF CLASSIFIED PERSONNEL ITEMS

New employment; changes in assignment, compensation, and placement; leaves of absence; changes in staff allocation and classification of classified personnel; retirements, phase-in retirements and resignations; and short-term temporary classified positions.

A. CLASSIFIED EMPLOYMENT

(NP = New Position *= New Employee)

<u>Name</u>	<u>Location</u>	<u>Department/Reports to:</u>
None	<u>Berkeley City College</u>	
None	<u>College of Alameda</u>	
None	<u>District Office</u>	
None	<u>Laney College</u>	
Henry Mai*	Merritt College	
Ratification of classified employment of Henry Mai as Web Content Developer, effective January 6, 2021	Web Content Developer	President's Office/President David Johnson

B. PHASE-IN RETIREMENT

None

C. LEAVE OF ABSENCE

None

D. PUBLIC EMPLOYEE RETIREMENT AND RESIGNATION**1. Retirement**

<u>Name</u>	<u>Location</u>	<u>Department/Reports to:</u>
John Pang Classified retirement effective January 4, 2021	<u>Berkeley City College</u> Sr. Supervisor, Business & Administrative Support Services	Business Office/President Angelica Garcia

None	<u>College of Alameda</u>	
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None	<u>District Office</u>	
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None	<u>Laney College</u>	
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None	<u>Merritt College</u>	
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2. Resignation

None	<u>Berkeley City College</u>	
Nicole Kelly Classified resignation effective January 2, 2021.	<u>College of Alameda</u> Project Manager	Student Services/Vice President Tina Vasconce

None	<u>District Office</u>	
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None	<u>Laney College</u>	
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None	<u>Merritt College</u>	
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E. SHORT-TERM NON-CONTINUING POSITIONS

<u>Name</u>	<u>Location</u>	<u>Department/Reports to:</u>
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None	<u>Berkeley City College</u>	
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None	<u>College of Alameda</u>	
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None	<u>District Office</u>	
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None	<u>Laney College</u>	
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None	<u>Merritt College</u>	
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EVALUATION AND RECOMMENDED ACTION:

The Interim Chancellor recommends approval.

7. ACTION ITEMS

Subject **7.7 Consider Ratification of an Addendum to the Independent Contractor Agreement for Sloan Sakai Young & Wong in the Amount of \$100,000. Acting Vice Chancellor Ronald McKinley (5 minutes)**

Meeting Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type Action

Preferred Date Jan 19, 2021

Absolute Date Jan 19, 2021

Fiscal Impact Yes

Dollar Amount \$100,000.00

Budgeted Yes

Budget Source General Fund 1-01-133-5103-1-673300-0000-00

TO: Peralta Board of Trustees

FROM: Ronald McKinley, Acting Vice Chancellor for Human Resources & Employee Relations

PREPARED BY: Socorro Taylor

BACKGROUND/ANALYSIS:

Vendor's Name: Sloan Sakai Yeung & Wong, LLP (Jeff Sloan)

<u>Description</u>	<u>Amount</u>	<u>Board Approval Date</u>
Independent Contractor/Consultant Services Contract #D-139014	\$50,000	N/A (Board Approval Not Required)
Addendum #1	0	N/A (There was no change in the amount of the contract--only to add to Scope of Work)
Addendum #2 to increase contract amount	\$100,000	Needs Board approval at the January 19, 2021, Meeting
TOTAL	\$150,000	

DELIVERABLES/SCOPE OF WORK:

Under this Contract, Sloan Sakai Yeung & Wong LLP will continue to provide legal services to the District regarding personnel matters, specifically to Human Resources and Employee Relations. The scope of services includes providing labor, employment, and transactional advice to the District and also handling arbitrations, PERB matters, and other projects that may be assigned by the District. The increase in the amount of the contract covers some services for HR matters already provided.

ANTICIPATED COMPLETION DATE:

June 30, 2021

EVALUATION AND RECOMMENDED ACTION:

The District's Human Resources & Employee Relations has evaluated the deliverables, to date, for Sloan Sakai Yeung & Wong, LLP, and found them to be satisfactory.

The Interim Chancellor recommends ratification.

File Attachments

01-19-21 Contract Addendum #2 for Sloan Sakai Yeung and Wong, LLP.pdf (5,093 KB)

8. REPORTS

Subject

8.1 Board of Trustees' Reports

Meeting

Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES

Type

Information

10. ADJOURNMENT

Subject	10.1 Meeting Adjournment
Meeting	Jan 19, 2021 - REGULAR MEETING OF THE BOARD OF TRUSTEES
Type	Procedural