

**CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
ADJOURNED/WORKSHOP MEETING**

**MINUTES  
September 6, 2005**

**PLACE**

Chabot-Las Positas Community College District, 5020 Franklin Drive, Pleasanton, California.

**CALL TO ORDER**

The meeting was called to order at 6:30 p.m. Recording Secretary Beverly Bailey called the roll. All Board Members were present at the time of roll. The Board adjourned to a Closed Session at 6:31 p.m., which ended at 7:25 p.m.

**ATTENDANCE**

Members Present:           Dr. Arnulfo Cedillo  
                                  Mrs. Isobel F. Dvorsky  
                                  Mr. Donald L. "Dobie" Gelles  
                                  Dr. Hal G. Gin  
                                  Dr. Alison S. Lewis  
                                  Dr. Barbara F. Mertes  
                                  Mr. Carlo Vecchiarelli  
                                  Ms. Brigitte Kouakou  
                                  Mr. Akachukwu Ekeoma

Members Absent:           None

Recording Secretary:      Mrs. Beverly Bailey

Managers Present:         Dr. Susan A. Cota, Chancellor  
                                  Dr. Robert Carlson, President, Chabot College  
                                  Mrs. Karen Halliday, President, Las Positas College  
                                  Mrs. Jennifer Aries  
                                  Dr. Joel Kinnamon  
                                  Mr. Robert Kratochvil  
                                  Mrs. Pam Luster  
                                  Ms. Melinda Matsuda  
                                  Mrs. Jeannine Methe

Mr. Donald Milanese  
Ms. Anita Morris  
Mr. Roy V. Stutzman  
Dr. Ronald Taylor

Others Present:

Mr. Chad Mark Glen, President, Chabot College Faculty Senate  
Dr. Gayla Kraetsch Hartsough, KH Consulting Group  
Ms. Melissa Korber, President, Las Positas College Faculty Senate  
Mr. Lorenzo Legaspi  
Ms. Michele Levitin , President, Las Positas College Associated Students  
Ms. Karen Silva, Chabot College Classified Senate  
Mr. Todd Steffan, President Elect, Las Positas College Classified Senate

**PUBLIC COMMENTS**

There were no Public Comments offered at this meeting.

**PUBLIC HEARING: 2005-06 BUDGETS - GENERAL FUND, CAFETERIA FUND, CHILD DEVELOPMENT FUND, CAPITAL OUTLAY PROJECTS FUND AND SELF-INSURANCE (RUMBL) FUND**

The Public Hearing for the 2005-06 Budgets was opened by President Mertes at 7:35 p.m. Hearing no comments, President Mertes closed the Public Hearing at 7:36 p.m.

**ADOPTION OF 2005-06 BUDGETS - GENERAL FUND, CAFETERIA FUND, CHILD DEVELOPMENT FUND, CAPITAL OUTLAY PROJECTS FUND AND SELF-INSURANCE (RUMBL) FUND**

Motion No. 1

Dr. Cedillo made a motion, seconded by Mrs. Dvorsky, to adopt the 2005-06 Budgets for the General Fund, Cafeteria Fund, Child Development Fund, Capital Outlay Projects Fund and Self-Insurance (RUMBL) Fund, and authorize the Vice Chancellor, Business Services to file same with the County Superintendent of Schools and California Community College Chancellor's Office as required by law.

Mr. Stutzman gave a PowerPoint Presentation on the 2005-06 Statewide System Budget and 2005-06 District Budget. He reviewed the District's ongoing and new fiscal pressures, historical perspective, outlook for 2005-06 and strategies and choices for the future.

Mr. Stutzman identified ongoing causes of fiscal pressure:

- 1) Increasing cost of total compensation
  - Salaries
  - Health benefit costs for active employees and retirees
- 2) Retirement/pension costs
- 3) Resources required to fund growth in programs and facilities
- 4) Loss of revenue due to state budget cuts and apportionment deficits

Mr. Stutzman identified a new source of fiscal pressure as that of the new GASB 45 requirement of \$3 million plus per year to fully fund retiree health benefit costs for current and retired employees.

Mr. Stutzman estimates a \$5,075,922 budget deficit for 2005-06. Unrestricted Revenue is estimated at \$79,725,750 and unrestricted expenditures are estimated at \$84,801,672.

Mr. Stutzman highlighted the following changes in unrestricted revenue for 2005-06:

○ Apportionment – COLA Adjustment 4.23%	\$2.7M
○ Growth – 2.25% (cap)	\$1.1M
○ Equalization	\$ .5M
○ PFE Restoration	<u>\$ .5M</u>
○ Total Additional Revenue	\$4.8M

Mr. Stutzman highlighted the following increases in expenses/obligations for 2005-06:

○ Formula Salary Increase	\$3.0M
○ Productivity Gain 2003-04	\$ .5M
○ Increase in Health Plan Premiums	\$ .9M
○ Increase in Retiree/Pension – STRS Shift	\$ - 0 -
○ Increase in Retiree/Pension – Classified	\$ - 0 -
○ Additional Payroll Costs – Step/Column	\$ .6M
○ New faculty to comply with 75/25 requirement	<u>\$ .4M</u>
○ Total Additional Costs/Obligations	\$5.4M

Mr. Stutzman recommends putting the Equalization funds into RUMBL to fund the GASB 45 liability. This would be an ongoing new revenue source.

In conclusion, Mr. Stutzman pointed out that there are difficult choices that must be made to bring revenues and expenditures in balance over the long term.

Motion carried unanimously, 7-0.

**APPROVAL OF MANAGEMENT PERSONNEL**

Motion No. 2

Mrs. Dvorsky made a motion, seconded by Dr. Lewis, to approve the Management Personnel.

Motion carried unanimously, 7-0.

Mr. Lorenzo Legaspi introduced himself, expressing that he looks forward to working with the Board and Staff.

**ADOPTION OF RESOLUTION NO. 05-0506 – HOME/PROPERTY OWNERS DISCLOSURE STATEMENT FOR THE RESIDENTIAL DEVELOPMENT KNOWN AS MONTAGE**

Motion No. 3

Dr. Gin made a motion, seconded by Mr. Gelles, to adopt Resolution No. 05-0506 – Home/Property Owners Disclosure Statement for the Residential Development Known as Montage and forward it to Shea Properties to be made a part of the disclosure statement in their real estate transactions for all future home and property owners.

Motion carried by the following roll call vote:

AYES:	Cedillo, Dvorsky, Gelles, Gin, Lewis, Mertes, Vecchiarelli
NOES:	None
ABSENT:	None
ABSTENTIONS:	None

**ADOPTION OF RESOLUTION NO. 06-0506 – APPROPRIATIONS LIMIT FOR 2005-06 (GANN LIMIT)**

Motion No. 4

Mrs. Dvorsky made a motion, seconded by Ms. Kouakou, to adopt Resolution No. 06-0506-Appropriations Limit for 2005-06 in the amount of \$96,229,050.

Motion carried by the following roll call vote:

AYES: Cedillo, Dvorsky, Gelles, Gin, Lewis, Mertes, Vecchiarelli  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**PRESENTATION: RESULTS OF STRATEGIC COST MANAGEMENT – KH CONSULTING**

Dr. Gayla Kraetsch Hartsough, KH Consulting Group, gave a PowerPoint Presentation overview of the Strategic Cost Management Model which began in September, 2004. She explained that the model's goal was to analyze programs and services from a strategic cost perspective and collaboratively develop strategies to manage costs, enhance revenues and allocate resources more effectively. In addition to reviewing the model, Dr. Hartsough reviewed the following:

- Project Tasks Completed
- Review of Workbook, including:
  - Revenue Generating Ideas
  - Service Improvement Ideas
- Suggested Action Steps

Dr. Hartsough reported that there were 726 ideas generated from the Chabot-Las Positas community. These ideas were reviewed by functional groups that refined or clarified ideas.

A target date of November 1, 2005 was established to set firm goals for anticipated revenue enhancements or cost reductions, by program or service.

The Board thanked Dr. Hartsough for her presentation.

Mr. Gelles suggested the Board have an opportunity to review the workbook which was presented tonight and have an opportunity to discuss it further at a future meeting.

Dr. Lewis thanked Dr. Hartsough for her skills in bringing this process along. She is impressed with how motivated people are in this process.

Dr. Cedillo would like to allow the Administration and groups to continue to work this through the process.

Dr. Gin noted the timeliness of this report with the Budget presentation. He stressed that “we are all partners” in this difficult challenge. In addition, he noted that our new Vice Chancellor of Business Services is looking forward to “stepping right in.”

Mrs. Dvorsky noted that this is a living, working document for a long time and hopes this points us in the right direction fiscally.

**NEXT MEETING**

The next Board of Trustees Meeting is scheduled for Tuesday, September 20, 2005 at 7:30 p.m. at the District Office.

**ADJOURNMENT**

Motion No. 5

There being no further business, on motion made and seconded, the Regular Meeting was adjourned at 9:05 p.m.

Minutes completed by:

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Beverly Bailey

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Secretary, Board of Trustees  
Chabot-Las Positas Community College District