

**APPROVED****MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF TRUSTEES  
NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

March 25, 2008

The Board of Trustees of the North Orange County Community College District met for its Regular Meeting on Tuesday, March 25, 2008, at 5:30 p.m. in the Board Room at the Anaheim Campus.

Board Vice President Leonard Lahtinen called the meeting to order at 5:30 p.m. and Ron Beeler led the Pledge of Allegiance to the Flag.

**TRUSTEE ROLL CALL** - Present: Jeff Brown, Leonard Lahtinen, Michael Matsuda, Molly McClanahan, Donna Miller, and Student Trustee Ethan Morse. Absent: Manny Ontiveros and Student Trustee Sabrina Tinsay.

**RESOURCE PERSONNEL PRESENT**: Jerome Hunter, Chancellor; Fred Williams, Vice Chancellor, Finance & Facilities; Jeff Horsley, Vice Chancellor, Human Resources; Kathie Hodge, President, Fullerton College; Mike Kasler, President, Cypress College; Gary McGuire, Provost, School of Continuing Education; Christie Wallace Noring, District Director, Public Affairs; Deborah Ludford, District Director, Information Services; Carol Mattson, representing the District Management Association; Andrea Sibley-Smith, representing the School of Continuing Education Academic Senate; Cherie Dickey, representing the Cypress College Academic Senate; Ken Collins, representing the Fullerton College Faculty Senate; Dale Craig, representing United Faculty; Rod Lusch representing CSEA; Sam Russo, representing Adjunct Faculty United; and Sandy Cotter, Recording Secretary.

**OTHER ADMINISTRATORS AND EMPLOYEES PRESENT**: Minnie Allison, Karen Cant, Dao Do, Robert Mercer, Fola Odebunmi, Alan Ransom, Ken Rubino, and Bob Simpson from Cypress College; Larry Buckley, Peter Fong, Kathleen Garcia, Debra Gerard, Andrea Hanstein, Tammy Lord, Delores Medina, Diane Montano, Adam O'Connor, Janet Portolan, and Dan Tesar from Fullerton College; Lynda Gunderson, Vaniethia Hubbard, Denise Larsen, Jennifer Perez, Terrie Taylor, Chris Terry, and Lorraine Wicks from School of Continuing Education; Ron Beeler, Claudette Dain, Alba Topete, Melissa Utsuki, and Dorothy Owens Whitehurst from the District Offices.

**VISITORS**: Kathleen Ashworth-Felz, Kate Bono, Elizabeth Brainard, Halli Brainard, Summer Dabbs, Kathleen Garcia, Martha Garcia, Chelsea Hill, Dennis Konshak, Jeremy Ladebauche, Chuck Leavell, Faith Leonards, Enedelia Mason, Andrew Morrison, Matt Ruiz, Jean Tai, and Johanna Uribe.

**COMMENTS: MEMBERS OF THE AUDIENCE:**

1. **Robert Mercer**, Cypress College instructor, addressed the Board regarding negotiations with United Faculty. He presented a pack of canned cola, and urged the Board to give faculty their COLA also.
2. **Denny Konshak**, Adjunct Faculty Negotiator, announced that Adjunct Faculty United will be filing for impasse in the current salary negotiations, and stated that AdFac is hopeful for a successful outcome.
3. **Dale Craig**, United Faculty President, encouraged the Board to come to a quick resolution of the current salary negotiations, and stated faculty want the Board to know they are also mindful of current budget concerns
4. **Diane Montano**, Fullerton College Child Development Center Director, spoke on the current budget deficit issue and possible threat of staff layoffs at the Center. She asked that the District, campus, and community work together for a solution that would not include cuts to the Center, which would impact 13 staff members and over 80 families.
5. **Enedelia Mason**, parent and Fullerton College student, addressed the Board with her concerns regarding the potential reduction of the Child Development Center.
6. **Tammy Lord**, Child Development Center Teacher, submitted the following statement for the record:

I'm Tammy Lord and I'm a staff member at the Fullerton College Child Development Center, and I would like to submit the following for the record. It seems like just yesterday we were all brainstorming on ways to keep the center open, fully funded and fully operational. In 2005, with what seemed like a huge victory on our part, we left with several recommendations to implement. We did a really good job. We were left with one and that was a balanced budget. The market does not support that. We provide a wonderful service to our children and to the community and to the faculty and to the staff members and there were promises made. We were to do our end and the administration of Fullerton was also going to help us in collaborating ways to grant write, to find funding from the outside, from outside sources.

Today I'm here before this Board of Trustees under the threat of closing the Child Care Center. It's not quite closing it down completely. They are going to try to keep the lab component open, which is linked to instruction, this year...what's to say what they're going to try to do next year. So I'm looking at it as a closure to the Child Development Center itself. As a staff member that has weathered the storm through the last two years, almost three, I have first hand knowledge that it has not been easy. All of us have been...our resources have been taken down, we've all been cut back to the barebones trying to bring our budget within reason, to go on every year to continue to provide service.

We've had fundraising efforts by parents, by staff members...marginally successful, you can only sell so much See's candy, there's just only so many Mabel's labels you can sell to family, there's only so much that we can do on our own. We really need the commitment from the administration of Fullerton College to help us succeed. Our center depends on the integrity of the administration to keep their word in providing us that assistance. I want to thank you for allowing me to share my concerns and thoughts on this matter. Have a great evening.

7. **Summer Dabbs**, parent, commented on the quality of the Fullerton College Child Development Center program and the wonderful staff members.
8. **Katherine Bono**, parent and faculty member at CSUF, praised the Center and the quality education provided, noting the rarity of an accredited program in preschool education. She also urged the Board to keep the Center open.
9. **Chelsea Hill**, parent and Fullerton College student, commented on the limited resources of single student parents and the impact that closure would have on her access to college.
10. **Kathy Garcia**, Fullerton College Child Development Center staff member, echoed earlier comments about the quality of the program and urged that the Center's families should be the priority.
11. **Matthew Ruiz**, parent, commended the Fullerton College Child Development Center and the staff stating that the budget deficit is small in comparison to the positive future dividends from the program.
12. **Elizabeth Brainard**, parent and Fullerton College student, presented the Board with a signed petition and cash donations gathered to show support for the Child Development Center.
13. **Kathleen Ashworth-Felz**, parent, also commended the Child Development Center on the quality of the program and attributed her daughter's successful entry into elementary school with the education she received at the Center. She stated her willingness to work to help keep the program.
14. **Mike Sturgeon**, from Sturgeon General, Inc., addressed the Board regarding Item 3.c., awarding PW 0708-013 to his company. He requested that the Board not award this bid due to a dispute over an error in the bid documentation and the timeliness of Sturgeon General's request to withdraw their bid. He also requested that the Board not impose the 10% Forfeiture of Bid Security option.

**BLOCK VOTE APPROVAL:** It was moved by Trustee Jeff Brown and seconded by Trustee Barbara Dunsheath that the following items be approved by block vote:

Finance & Facilities:            3.b, 3.d, 3.e, 3.f, 3.g, 3.h

Instructional Resources: 4.c, 4.d  
Human Resources: 5.a, 5.b, 5.c

**Motion carried unanimously by those members present, including the Student Trustee's advisory vote.**

### **CHANCELLOR'S REPORT**

- A. Honor Retiree: As a part of the Chancellor's Report, Charles Leavell, Fullerton College Instructor, was honored upon his retirement.
- B. Certificate of Commendation: Also a part of the Chancellor's Report, was the awarding of a Certificate of Commendation to Lorraine Wicks, School of Continuing Education Older Adults Program Instructor, upon her selection as the California Association of Community and Continuing Education's Continuing Education Person of the Year.
- C. Retiree Unfunded Liability Update: Vice Chancellor Fred Williams provided the Board with a brief update on the District's Retiree Unfunded Liability. He reported that the actuarial study is being updated and the Retiree Unfunded Liability Committee will meet again in April.
- D. School of Continuing Education Presentation: Also included in the Chancellor's Report was a presentation by Lorraine Wicks and Vaniethia Hubbard on the School of Continuing Education Older (SCE) Adults' Program (OAP), entitled "Looking to the Future." Highlights noted were that Orange County has one of the fastest growing older adult populations in the country, and that SCE's OAP program offers over 500 classes each week in locations throughout the North Orange County area, with almost 12,000 students enrolled.
- E. Review of Tentative Budget Assumptions and Discussion of Board Budget Priorities for 2008-09: Vice Chancellor Fred Williams presented the Tentative Budget Assumptions for the development of the District's 2008-09 Budget. He noted that the information being received on the state budget is mostly negative, with concerns about not only 2008-09, but in years beyond. He also expects that the timeline may be later than usual for the final approved budget from the state level.

Mr. Williams reported that the apportionment deficit for 2007-08 has increased due to the property tax shortfall to \$2.4 million, and that the recommendation is that the deficit be covered by the Board Contingency Fund. He also stated that increases in salaries and operating costs will need to be addressed when developing the 2008-09 budgets, and during the planning process.

Mr. Williams commented that common areas of reduction often include hiring and travel freezes, as well as memberships and scheduled maintenance. However, he cautioned that those savings are often not significant but could be considered.

He noted that the Board has the final decision on the budget and their priorities.

Chancellor Hunter entertained a discussion on the Board's budget priorities for the 2008-09 District budget. Planning processes at the campuses and District wide were clarified, and the continued focus on budget priorities to tie in with the Strategic Plan focus areas was encouraged.

- F. **Kathie Hodge**, Fullerton College President; **Mike Kasler**, Cypress College President; and **Gary McGuire**, Provost of the School of Continuing Education, reported on activities in their respective areas.

## COMMENTS

- A. **Dale Craig** stated that the District offer of COLA made during faculty salary negotiations was to be a one-time payment only.
- B. **Rod Lusch** stated that his understanding of COLA was that it was intended to be ongoing, so an offer off-schedule would not be considered COLA. He stated that all staff have to deal with rising costs, such as health care.
- C. **Student Trustee Ethan Morse** reported on recent Fullerton College activities.
- D. **Trustee Jeff Brown** commended Fullerton College on the "One College One Book" program.
- E. **Trustee Michael Matsuda** announced an upcoming conference on international education entitled "California and the World," scheduled for May 6 at California State University, Fullerton. He extended an invitation to the Board members and instructor Robert Mercer to attend.
- F. **Trustee Molly McClanahan** announced that the annual "Fullerton Beautiful" event is scheduled for April 13.
- G. **Trustee Leonard Lahtinen** encouraged the Board to attend the informative CCCT Annual Trustees Conference May 2 - 4 in Palm Springs. He also noted that in a recent conversation with Assembly member Jose Solerio he learned that legislators believe advocacy visits to their local offices to be more effective than visits to their Sacramento offices.

**MINUTES:** It was moved by Trustee Molly McClanahan and seconded by Trustee Donna Miller that the Board approve the minutes of the Regular Meeting of March 11, 2008, as submitted with the requested changes to Rod Lusch's statement for the record. **Motion carried unanimously by those members present, including the Student Trustee's advisory vote.**

## FINANCE & FACILITIES

**Item 3.a:** It was moved by Trustee Molly McClanahan and seconded by Trustee Michael Matsuda to table the awarding of RFP#2007-34, Fencing Project at Fullerton College, in the amount of \$35,785. After discussion and clarification on the details of the project, the **motion carried with Trustee Donna Miller voting no, and including the Student Trustee's advisory vote.**

**Item 3.b:** By the block vote, the Board entered into an agreement with McLaughlin & Associates, Inc., for move coordination services for the Science Relocatable Village Project at Fullerton College, beginning March 31, 2008, through August 29, 2008, in the amount of \$66,605, plus reimbursable expenses.

Further authorization was granted for the District Director, Purchasing, to execute the agreement on behalf of the District.

**Item 3.c:** After a lengthy discussion regarding the contractor's request to not award the bid to his firm, it was moved by Trustee Donna Miller and seconded by Trustee Michael Matsuda to award PW 0708-013, Science Relocatable Village at Fullerton College, to Sturgeon General, Inc., as the lowest bidder meeting specifications, and to issue an agreement in the amount of \$870,000. Trustee Leonard Lahtinen amended the motion to include the request and review of a legal opinion from counsel on the District's legal responsibility and options before awarding the bid. The amended motion was seconded by Trustee Miller. **Motion carried unanimously by those members present, including the Student Trustee's advisory vote.**

It was further authorized should Sturgeon General, Inc., fail or refuse to execute the agreement, the Board award the contract for the work to the responsible bidder submitting the next lowest bid proposal, Y & M Construction, in the amount of \$1,139,000.

Further authorization was granted for the Vice Chancellor, Finance & Facilities, to execute the contract on behalf of the District and approve, and forward to the Board for ratification any further specification changes up to 10% of the original contract amount or \$15,000, whichever is greater, for the District.

**Item 3.d:** By the block vote, the Board ratified the current change orders for the public works projects listed per the Change Order Request, with a total of \$83,819.49.

Further authorization was granted for the Vice Chancellor, Finance & Facilities, to execute each contractor agreement on behalf of the District.

**Item 3.e:** By the block vote, the Board authorized correction of the approval given on March 11, 2008, amending the architectural agreement with R<sup>2</sup>A Architecture for Design Services to Remove the Chillers, Cooling Towers, Basement, and Tunnel Connection from the South Science Building 400 Replacement Project at Fullerton College, and increase the contract amount by \$67,100 from \$1,755,900 to \$1,823,005.

Further authorization was granted for the Vice Chancellor, Finance & Facilities, to execute the amendment to the agreement on behalf of the District.

**Item 3.f:** By the block vote, the Board authorized the filing of a Notice of Completion of Work for Bid PW 0506-624, Relocation of Toilet Facility Project at Cypress College, with Y & M Construction, and to release the final payment when due.

**Item 3.g:** By the block vote, the Board authorized the filing of a Notice of Completion of Work for Bid PW 0708-001, Cypress College Administration Building Skylights Project, with Creative Home dba C.H.I. Construction, and to release the final payment when due.

**Item 3.h:** By the block vote, the Board authorized participation in the Western States Contracting Alliance (WSCA), Master Agreement Number A63309, with Hewlett Packard to purchase a one-year maintenance agreement, with an option to renew annually, for an amount not to exceed \$58,216.64, plus applicable taxes. The term of the agreement will be from April 1, 2008, through March 31, 2009.

Further authorization was granted for the District Director, Purchasing, to execute the agreements on behalf of the District.

## **INSTRUCTIONAL RESOURCES**

**Item 4.a:** After clarification on the intended purchase of a shade structure, it was moved by Trustee Donna Miller and seconded by Trustee Michael Matsuda to accept for the Fullerton College Child Development Center a Renovation and Repair Grant in the amount of \$8,641 from the California Department of Education. **Motion carried unanimously by those members present, including the Student Trustee's advisory vote.**

The Board also adopted resolutions to accept new revenue and authorize expenditures within the Child Development Fund, pursuant to the California Code of Regulations Title 5, Section 58308.

The Board further adopted a formal resolution to certify the agreement with the California Department of Education.

Further authorization was granted for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

**Item 4.b:** It was moved by Trustee Donna Miller and seconded by Trustee Michael Matsuda to accept the Child Development Training Consortium Grant in the amount of \$15,000 from Yosemite Community College District for the Fullerton College Child Development Program. **Motion carried unanimously by those members present, including the Student Trustee's advisory vote.**

The Board also adopted resolutions to accept new revenue and authorize expenditures within the General Fund, pursuant to the California Code of Regulations Title 5, Section 58308.

Further authorization was granted for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

**Item 4.c:** By the block vote, authorization was granted to accept new revenue for the Tech Prep Regional Coordination Grant in the amount of \$30,000 for the Cypress College Tech Prep Program.

The Board also adopted resolutions to accept new revenue and authorize expenditures within the General Fund, pursuant to the California Code of Regulations Title 5, Section 58308.

Further authorization was granted for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

**Item 4.d:** By the block vote, authorization was granted to make adjustments to revenue and expenditure budgets.

The Board also adopted resolutions to adjust budgets and authorize expenditures within the General Fund, pursuant to the California Code of Regulations Title 5, Section 58308.

Further authorization was granted for the Vice Chancellor, Finance and Facilities, or the District Director, Fiscal Affairs, to execute any agreements and related documents and any amendments to modify the agreements on behalf of the District.

SITE	PROJECT NAME	LENGTH OF CONTRACT	TOTAL ADJUSTMENT
FC	California Community College Chancellor's Office Categorical Programs Revised Allocation Adjustments CalWORKs	July 1, 2007 to June 30, 2008	\$60,000



LEAVE OF ABSENCE WITHOUT PAY

Allen, Maala	FC	Biological Science Instructor Personal Leave (100%) Eff. 2008/2009 Academic Year
Bangerter, Renee	FC	English Instructor Personal Leave (100%) Eff. 2008/2009 Academic Year

LEAVE OF ABSENCE WITH PAY

Eisner, Douglas	FC	English Instructor Load Banking Leave (34.00%) Eff. 2008 Spring Semester
Hanson, Bruce	FC	Philosophy Instructor Load Banking Leave From: 40.00% To: 3.33% Eff. 2008 Spring Semester

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2008 SUMMER INTERSESSION

McCain, Toni	CC	Column 1, Step 0
Perez, Michelle	FC	Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2008 FALL SEMESTER, TRIMESTER

Barber, Davis	FC	Column 2, Step 2
Hsiao, John	CC	Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2008 SPRING SEMESTER, WINTER/SPRING TRIMESTER

Bowden, Kevin	CC	Column 1, Step 0
Selders, Kathie	CC	Column 1, Step 0
Valdez, Edilberto	CC	Column 1, Step 0
Wright, Nancy	SCE	Column 1, Step 0

TEMPORARY ACADEMIC HOURLY-SUBSTITUTES

McCain, Toni	CC	Column 1, Step 0
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TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Aguilar, Jesus	SCE	ESL CASAS Training Stipend not to exceed \$50 Eff. 02/20/2008
Elliot, Jilynn	SCE	ESL CASAS Training Stipend not to exceed \$50 Eff. 02/20/2008
Esparza, Melissa	SCE	JDIF Office Technology Workshop Stipend not to exceed \$50 Eff. 02/29/2008
Glicker, Eric	SCE	ESL CASAS Training Stipend not to exceed \$50 Eff. 02/20/2008
Gulmesoff, Ileana	SCE	ESL CASAS Training Stipend not to exceed \$50 Eff. 02/20/2008
Guo, Xing Yong	SCE	ESL CASAS Training Stipend not to exceed \$50 Eff. 02/20/2008
Jaime-Rodriguez, Teresa	SCE	ESL CASAS Training Stipend not to exceed \$50 Eff. 02/20/2008
Kennedy, Nicole	SCE	ESL CASAS Training Stipend not to exceed \$50 Eff. 02/20/2008
Kis, Melissa	SCE	ESL CASAS Training Stipend not to exceed \$50 Eff. 02/20/2008
Lee, Julie	SCE	ESL CASAS Training Stipend not to exceed \$50 Eff. 02/20/2008
Luu, Ngoc	SCE	ESL CASAS Training Stipend not to exceed \$50 Eff. 02/20/2008

Paz-Garcia, Helen	SCE	ESL CASAS Training Stipend not to exceed \$50 Eff. 02/20/2008
Perez, Carlos	SCE	ESL CASAS Training Stipend not to exceed \$50 Eff. 02/20/2008
Pimienta, Jaime	SCE	ESL CASAS Training Stipend not to exceed \$50 Eff. 02/20/2008
Poblet-Moreno, Ines	SCE	ESL CASAS Training Stipend not to exceed \$50 Eff. 02/20/2008
Price, Rhett	FC	Coordinator, Summer Swim Program SCE Hourly Rate Eff. 06/16/2008-07/24/2008 Stipend not to exceed \$7,000.00
Sahakian, Souzan	SCE	ESL CASAS Training Stipend not to exceed \$50 Eff. 02/20/2008
Sanchez-Silva, Olivia	SCE	ESL CASAS Training Stipend not to exceed \$50 Eff. 02/20/2008
Stehly, JoAnn	SCE	ESL CASAS Training Stipend not to exceed \$50 Eff. 02/20/2008
Vaughan, Anna	SCE	ESL CASAS Training Stipend not to exceed \$50 Eff. 02/20/2008
Worthington, Aida	SCE	ESL CASAS Training Stipend not to exceed \$50 Eff. 02/20/2008

STUDENT INTERNS WITHOUT PAY

Edwards, Jasmine	FC	Student Athletic Trainer Eff. 2007/2008 Academic Year
Ishige, Masato	FC	Student Athletic Trainer

Eff. 2007/2008 Academic Year

Kawano, Yoshimi                      FC    Student Athletic Trainer  
Eff. 2007/2008 Academic Year

**Item 5.b:** By the block vote, authorization was granted for the following classified personnel matter, which is within budget:

RETIREMENT

Bautista, Fernando                      CC    Electrician  
12-month position (100%)  
Eff. 3/29/2008  
PN CCC988

RESIGNATION

Tran, Luu                                      CC    Admissions & Records Technician  
12-month position (100%)  
Eff. 3/21/2008  
PN CCC947

NEW PERSONNEL

Grove, Michael                              AC    Buyer  
12-month position (100%)  
Range 39, Step A  
Eff. 3/31/2008  
PN DEC965

Murillo, Vanessa                              CC    Accounting Technician  
12-month position (100%)  
Range 36, Step A  
Eff. 3/31/2008  
PN CCC892

Young, Lynette                                CC    Administrative Assistant II  
10-month position (80%)  
Range 36, Step A  
Eff. 3/26/2008  
PN CCC865

PROMOTION

Davis, Christy                                CC    Admissions and Records Technician  
12-month position (100%)  
PN CCC795

To: CC Admissions and Records Specialist  
 12-month position (100%)  
 Range 36, Step E+5% Long+PG&D  
 Eff. 3/26/2008  
 PN CCC848

**Item 5.c:** By the block vote, authorization was granted for the hourly personnel per the hourly personnel listing.

(See Supplemental Minutes #1000 for a copy of the hourly personnel listing.)

## GENERAL

**Item 6.a:** It was moved by Trustee Molly McClanahan and seconded by Trustee Donna Miller that the Board adopt proposed new Board Policy 7230, Confidential Employees, and directed that the new policy and its correlating administrative procedures be posted on the District's web site where they will be accessible by all. **Motion carried unanimously by those members present, including the Student Trustee's advisory vote.**

**Item 6.b:** After some discussion, it was moved by Trustee Donna Miller and seconded by Trustee Molly McClanahan that the Board cast its vote for the following individuals to the California Community College Trustees Board of Directors:

Anita Grier, San Francisco CCD  
 John Rodgers, Kern CCD  
 Edward Ortell, Citrus CCD  
 Paul Fong, Foothill-DeAnza CCD  
 Katherine "Kay" Albiani, Los Rios CCD  
 Charles Meng, Napa Valley CCD  
 Judi Beck, Shasta-Tehama-Trinity Joint CCD  
 Isabel Barreras, State Center CCD  
 Carolyn Bastiste, Mira Costa CCD  
 Bob Hughlett, Cerritos CCD

**Motion carried unanimously by those members present, including the Student Trustee's advisory vote.**

**CLOSED SESSION:** At 8:52 p.m., Board Vice President Leonard Lahtinen adjourned the meeting to closed session per the following sections of the Government code:

**Per Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR JEFF HORSLEY, VICE CHANCELLOR, HUMAN RESOURCES, - Employee Organization: United Faculty/CCA/CTA/NEA, Adjunct Faculty United Local 6106, CSEA Chapter #167, and Unrepresented Employees.**

**Per Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISSMISSAL/RELEASE.**

**Per Section 54957: PUBLIC EMPLOYEE APPOINTMENT: CHANCELLOR.**

**Per Section 54956.9: CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION. One potential case.**

**RECONVENE OPEN SESSION:** At 10:30 p.m., Board Vice President Leonard Lahtinen reconvened the meeting in open session.

**ADJOURNMENT:** At 10:31 p.m., it was moved by Trustee Michael Matsuda and seconded by Trustee Molly McClanahan to adjourn the meeting. **Motion carried unanimously by those members present.**

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Prepared by Recording Secretary for  
Michael Matsuda, Secretary, Board of Trustees