GOVERNING BOARD MEETING MINUTES

South Bay Regional Public Safety Training Consortium

Thursday, November 21, 2024
10:00 a.m. – South Bay Regional Public Safety Training

Coyote Valley Campus Room E107 / Zoom Conference

I. Call to Order

Dr. Jon Knolle called the meeting to order at 10:00 a.m.

Present:	Dr. Jon Knolle	Monterey Peninsula College
	Ms. Leslie DeRose	Monterey Peninsula College
	Mr. Brad Deed	Lake Tahoe Community College
	Ms. Marilyn Morikang	Gavilan College
	Mr. Graciano Mendoza	Hartnell College
	Ms. Danni Redding-Lapuz	College of San Mateo
	Dr. Raymond Gamba	Lake Tahoe Community College
Staff	Mr. Kevin Jensen	SBRPSTC
	Mr. Edward Flores	SBRPSTC
	Mr. Ernie Smedlund	SBRPSTC
	Mr. Alan Soroka	SBRPSTC
	Mr. Michael Manning	SBRPSTC
	Mr. John Shupe	Attorney
Absent:	Mr. Farhad Sabit	Ohlone College
	Dr. Pedro Avila	Gavilan College
	Mr. Paul Harvell	Cabrillo College
	Dr. Travaris Harris	Cabrillo College
	Dr. Ram Subramaniam	Hartnell College
	Mr. Jeff DeFranco	Lake Tahoe Community College

a. Approval of Agenda (A)

Motion to change agenda item "V. Discussion/Information Items a and b" to Item II. Item V.b. to be discussed first since the Consortium Attorney was online to discuss, followed by Item V.a. All subsequent items to be addressed in order as agendized.

Motion: Mr. Brad Deeds 2nd: Dr. Jon Knolle

Motion passes unanimously

II. Discussion/Information Items

b. Amendments to Brown Act – Teleconferencing (D)

The Consortium Attorney, Mr. John Shupe, came online to clarify some amendments to the Brown Act in regards to Teleconferencing for the JPA Board meetings. AB2302 now requires that the following guidelines are met in order to continue joining the meeting remotely, rather than in person:

1) The member must notify the legislative body at the earliest opportunity possible, including at the start of a regular meeting, of their need to participate remotely. Including a general description of the circumstances relating to their need to appear remotely at the given meeting.
2) As long as requirements are met in Section B (agenda must include the address of where they will be attending the meeting remotely in addition to the agenda being posted at said location.) there are no limitations on the number of times that person can attend remotely.
3) If the primary member of the college will be attending the meeting in person, and the alternate member will be attending remotely, there is no need to meet the requirements of listing the location on the agenda.

a. Financial – FTES Report FY2024-25 (D)

The Consortium provides updates on the organization's financial health/status and meeting FTES goals for member colleges on a regular basis.

Mr. Ernie Smedlund shared with the board that the Consortium is about a third of the way into their fiscal year and they are on track to meeting their FTEs commitments. He reviewed a few highlights from the budget reports included in the packet.

- Total income reports as $5.1 million with expenses reported at about $1.1 million.
- This new report shows a transfer of $170k to the Capital Projects budget, which helps to illustrate a better picture of where the Consortium stands financially.

Mr. Ed Flores shared that the Consortium is on track to exceed their maximum # of allocations to each member college. The current base FTEs allocation is 2465 with a max of 2540. We are currently projected to exceed the maximum allocation, as we are at 2544. Additionally, there are about 180 FTEs that are being set aside, and will not be registered due to the limitations at each college. He advised that if there are any colleges that are able to accommodate more FTEs please let him know. As a result of the unallocated FTEs, the Consortium is losing about $650k in revenue.

Mr. Brad Deeds asked for clarification on which programs were generating those 180 FTEs. Mr. Flores advised that most of these FTEs were being generated by the Fire Program courses, Conferences and FTP (In-Service training).

III. Consent Calendar (A)

a. Approval of September 19, 2024 Board Minutes

Motion: Dr. Jon Knolle   2nd: Ms. Danni Redding-Lapuz

5 approved / 1 abstention, motion passes

IV. Public Comment

N/A

V. Action Items

a. Election of JPA Board Vice Chair (A)

Dr. Jon Knolle was elected to fill the Chairperson position at the September 19, 2024 Board meeting, leaving the Vice Chairperson position vacant. A new Board Vice Chairperson needed to be elected.

Dr. Raymond Gamba nominates Mr. Brad Deeds of Lake Tahoe Community College for Vice Chair. No other nominations were given. Board positions for Chairperson and Vice Chairperson run on 2-year terms with no limit to the number of terms served.

Motion: Dr. Raymond Gamba   2nd: Mr. Graciano Mendoza

Motion passes unanimously

b. FY 2023-24 Audit Report (A)

The Consortium presents the Board with an Audit Report from FY23/24. The firm of Wang Accountancy Group was retained for the purpose of conducting the Audit. The auditor found no deficiencies in internal controls and no instances of non-compliance or other reporting requirements under *Government Auditing Standards*.

Mr. Jensen added that the Consortium does face some challenges on where they stand in regards to the expense of the Coyote Valley Center site. There is a lease committee recently formed that will be looking into this. Additionally, the Consortium is seeking to adapt to meet the needs of the public safety industry that are continually changing.

Mr. Deeds suggested that for future audits, it may be helpful to see a presentation from the Auditors to present to the Board. No other feedback was given from the Board.

Motion: Dr. Raymond Gamba   2nd: Dr. Jon Knolle

Motion passes unanimously

c. Strategic Plan Goals and Timelines (A)

Dr. Webb developed a set of draft goals based on the work at the September workshop. Since the timeline for these goals is not urgent, Mr. Jensen suggests that this item be tabled for another meeting

Motion: Dr. Jon Knolle 2nd: Dr. Raymond Gamba

Motion passes unanimously to table this item to the next meeting, March 20, 2025.

d. JPA 2025 Meeting Schedule (A)
The Board meeting dates are proposed for March 20th, June 26th, September 18th and November 20th, all at 10:00 am. Request for approval of the 2025 JPA Board Meeting Schedule

Motion: Mr. Jeff DeFranco 2nd: Mr. Ms. Marilyn Morikang

Motion passes unanimously

VI. Announcements

Mr. Kevin Jensen shared with the Board that this was probably the last meeting that Mr. Ernie Smedlund would be attending as he is getting for his retirement at the end of the year. He thanked him for his work with the Consortium and for his, overall 40+ years of service. The rest of the Board echoed their thanks to Mr. Smedlund as well. Mr. Jensen also invited the Board to join a luncheon for Ernie's retirement on Dec. 10th.

Mr. Ernie Smedlund shared that he received a letter from the FPPC (Fair Political Practices Commission), he reminded the Board to file their annual statements electronically no later than January 31, 2025.

Mr. Brad Deeds shared that LTCC is aggressively pursuing funding for their Tahoe Basin training complex and they hope to move forward with that within a year. He also shared that they'd like to extend some of the Consortium/POST courses to their campus and to continue their efforts with that collaboration.

Mr. Jensen reminded the Board of the importance to RSVP for future meetings, especially if they won't be attending in person, so that we can prepare the agenda with the correct information for teleconferencing.

VII. Adjournment

Meeting adjourned at 10:35 am

Next meeting scheduled for March 20, 2025