
Meeting date **6.18.2020** | Time **12:30PM** | Meeting location **District Office Board Room**

Meeting called by VC of Business Services
Type of meeting Planning & Budget
Tri-Chairs Doug Roberts, Rajeev Chopra & Cathy Gould
Note taker Dawn Neideffer
Timekeeper Doug Roberts

Attending: Doug Roberts, Cathy Gould, Rajeev Chopra, Dawn Neideffer, Anette Raichbart, Noell Adams, Miguel Colon, Sarah Thompson, Stacey L. Thompson, Thomas Orf, David Rodriguez, Trish Shannon, Jeff Drouin, Theresa Fleischer Rowland, Dale Wagoner, Jennifer Lang, Pedro Ruiz de Castilla, Ron Gerhard, Virginia Criswell, Christine Herrera, Kirti Reddy, Heather Hernandez, Samantha Kessler, Safiyya Forbes, Chasity Whiteside, Terri Anderson, Cynthia Gordon de la Cruz, Paulette Lino, Susan Sperling, Guisselle Nunez, Nathaniel Rice, Rajinder Samra, Julia Dozier, Matt Kritscher, Lynn Hansen, Katrin Field

AGENDA TOPICS | MEETING COMMENCED AT 10:00

Time allotted | **2 min** | Agenda topic **1.0 Welcome Guests and Quorum Check** | Presenter **Doug**

Discussion All welcomed.

Conclusion Quorum met with 14 voting members present, excluding Doug.

Action items

None noted

Time allotted | **2 min** | Agenda topic **2.0 Approve Today's Agenda** | Presenter **Doug**

Discussion Agenda reviewed, items 4 and 5 will combined into the same discussion.

Conclusion Doug asked for a motion to approve. Miguel moved, Anette seconded; agenda approved, unanimously.

Action items

1. Agenda approved, unanimously

Time allotted | **3 min** | Agenda topic **3.0 Approve Previous Minutes** | Presenter **Doug**

Discussion The minutes from May were revised to add the approval of the recommendation to Chancellor to augment the FY19-20 adjunct budget. Doug asked for a motion, Sarah moved, Anette seconded.

Conclusion

Approval of May 1, 2020 minutes approved, unanimously.

Action items

1. Approval of the minutes approved, unanimously

Time allotted | 110 min | Agenda topic 4.0 Budget Scenarios & the State Budget Update | Presenter Doug

Discussion

Doug announced that two Budget Scenarios are included in [Tentative Budget Presentation](#), one based on the Governor's May Revise, and one based on the recently passed Senate/Assembly Budget. For the Board-approved, Tentative Budget, the District prepared a budget based on the Governor's May Revise, and although it's a deficit budget, it was approved as the District has to have a budget in place by July 1st to begin spending. Noell asked if the apportionment revenue factored-in the additional revenue generated by SCFF projects. Doug said no, because the total hold-harmless allowance that the District is receiving far exceeds whatever revenue the SCFF projects are projected to produce, and as such, there is no impact on overall State apportionment funding to the District. Noell asked about the categorical programs expenditures that are funded by the State. Doug said if there is a reduction in State revenue received, or if salary increases are implemented, the expectation is that each categorical program will absorb the change within their program funding. We will have to 'wait and see' what will happen with the SEA and Strong Workforce programs (which are receiving cuts of 15% and 60%, respectively) and see if there are enough funds remaining to afford all of full-time employees, or downsize folks in those programs. Terri Anderson said over 70% of the SEA budget is in personnel at Chabot; Chabot expects a severe impact. Katrin Field said the past practice was to move funds to accommodate staffing costs. Doug said he prefers not to cut any staffing in categorical programs. But, if the unrestricted general fund is used to backfill programs, what then is the impact on the general fund balance. Sarah said looking at last recession, the categoricals were heavily impacted and suggested adjusting the reserve to align with past practices. Trish said looking at equity practices, teaching and services will be made more difficult; this makes taking on new initiatives to address these concerns more difficult. Trish suggested we communicate to our constituencies the budgetary difficulties we are facing. Doug said the long term planning we need to do will address these issues.

Conclusion

Extra PBC meetings will be scheduled to accommodate the long term planning that is needed to address these budgetary issues. The impact to the State and District budget is expected to be prolonged over several years. Please also see the [Tentative Budget Book](#) and [Chancellor Gerhard's memo for the PBC](#).

Action items

None noted

Time allotted | 3 min | Agenda topic 10.0 Future Agenda Items | Presenter All

a) State Adopted Budget

- b) BAM 2.0
- c) Designated Program Review
- d) 13XX Budgets
- e) ESS-SCFF Reporting Guideline

Summary of Actions Items:

1. Agenda approved, unanimously
2. Minutes from 5/1/20 approved, unanimously

Meeting adjourned at: 11:37