



# Planning & Budget Committee (PBC) Minutes March 5, 2021 12:30 p.m. Regular Meeting

*Minutes Recorded by: Dawn Renee Neideffer*

*Note: 10 members required to meet quorum*

**Attendance:**

<b>Chairs (3)</b>	<b>Classified Senate (3)</b>	Dr. Teri Anderson	Dr. Susan Sperling
<input checked="" type="checkbox"/> Jonah Nicholas (DO) non-voting	<input checked="" type="checkbox"/> Noell Adams (CC)	Tom deWitt	Jennifer Aries
<input checked="" type="checkbox"/> Cathy Gould (DO)	<input checked="" type="checkbox"/> David Rodriguez (LPC)	Rosalie Roque	
<input checked="" type="checkbox"/> Rajeev Chopra (LPC)	<input checked="" type="checkbox"/> Pedro Ruiz de Castilla	Jennifer Lange	
<b>Administration (5)</b>	<b>Classified Union (3)</b>	Dr. Matthew Kritscher	
<input checked="" type="checkbox"/> Dr. Theresa Fleischer Rowland (DO)	<input checked="" type="checkbox"/> Virginia Criswell (CC)	Chancellor Gerhard	
<input checked="" type="checkbox"/> Dale Wagoner (CC)	<input checked="" type="checkbox"/> Stephany Chavez (LPC)	Heather Hernandez	
<input type="checkbox"/> Anette Raischbart (LPC)	Cathy Gould (DO)	Rachel Ugale	
<input checked="" type="checkbox"/> Rajinder Samra (LPC)	<b>Student Senate (2)</b>	Chasity Whiteside	
<input checked="" type="checkbox"/> Samantha Kessler (CC)	<input type="checkbox"/> Michelle Diaz-Nava (LPC)	Angela Castellanos	
<b>Faculty Association (2)</b>	<input type="checkbox"/> Stacy Harris (CC)	Christina Read	
<input checked="" type="checkbox"/> Jeff Drouin (CC)	<b>Guests:</b>	Betty Castaño	
<input checked="" type="checkbox"/> Thomas Orf (LPC)	Mimi Munoz	Bobby Nakamoto	
<b>Academic Senate (4)</b>	Wyman Fong	BTG	
<input checked="" type="checkbox"/> Miguel Colon (CC)	Sui Song	Ashley Young	
<input checked="" type="checkbox"/> Sarah Thompson (LPC)	Paulette Lino	Dave Fouquet	
<input checked="" type="checkbox"/> Dr. Patricia Shannon (CC)	Walt Blevins	Dr. Cynthia Gordon da Cruz	
Rajeev Chopra (LPC)	Billy Delos Santos Jr.	Abby Patton	

Meeting commenced 12:33 p.m.

Agenda Item	Information/Discussion	Action
1.	<p><b>Welcome Guests and Quorum Check</b>  <i>For information</i></p> <p>All welcomed. Quorum met with 15 voting members, excluding VC Nicholas.</p>	None
2.	<p><b>Approve Today's Agenda</b>  <i>For action</i></p> <p><a href="#">Agenda</a> reviewed. VC Nicholas asked for a motion to approve, Thomas Orf moved and Noell Adams seconded the motion; <u>agenda approved, unanimously.</u></p>	March 5, 2021 approved
3.	<p><b>Approve Previous Minutes from February 5, 2021</b>  <i>For action</i></p> <p><a href="#">Minutes</a> reviewed. VC Nicholas asked for a motion to approve, Noell Adams moved and Dale Wagoner seconded the motion. Minutes approved, unanimously.</p>	Feb. 5, 2020 minutes approved Yes No Abstain
4.	<p><b>Review of Position Control</b>  <i>For information/discussion</i></p> <p>VC Nicholas did a review of position control data to revisit what has occurred and what is planned. The range for the position control report begins at January 2020. The Colleges are in the columns and the breakdown shows employee-types. There is a process by which positions are filled Districtwide. The term hiring freeze has been used, but a slowdown of hiring is more accurate, as positions had to be evaluated and adjusted for the impact of the pandemic. Table one in the document shows the total population; table two and three are subsets of table one. Districtwide, there have been a total of 69 separations. A little less than a third of the vacant positions have been filled or are in the process of being filled. VC Fong and VC Nicholas clarified that faculty recruitment is on a different timeline than Classified Professionals. The filled or in recruitment table in the position control document is a small sample set, which should be taken into consideration when drawing conclusions. VC Nicholas noted that</p>	

	<p>each vacant position has a unique story, and the tables of raw numbers do not give the complete picture. It was noted the tables and numbers are presented for transparency and to add value to the discussion of how to live within our means. VC Fong noted that during the last recession, all three sites made equal cuts; there are still vacancies at the District from about 12 years ago that are not yet filled. In regard to presentation of data in the future, VC Nicholas made note of Sarah Thompson’s request that a line be added beneath the first table to indicate open positions, ‘filled’ open-positions, ‘defunded’ open-positions, etc.</p> <p>Presentation Resources:  <a href="#">Position Control Review</a></p>	
5.	<p><b>Tentative Budget Assumptions</b>  <i>For information</i></p> <p>VC Nicholas reviewed the tentative budget assumptions, including:</p> <ul style="list-style-type: none"> <li>• The 1.5 % COLA (\$1.7M) will go toward position control</li> <li>• Rollback funding will continue to be set aside</li> <li>• Tentative budget will be balanced to the greatest extent possible; this go around there is a one-time reliance on federal stimulus dollars, as appropriate. More clarification will come on how broad a discretion CLPCCD will have using these dollars to alleviate some of the expenditures being created in the unrestricted fund.</li> <li>• The tentative and adopted budgets will have a contingency reserve of no less than 8%, per District policy</li> <li>• P1 apportionment number [for funded base credit] is included as an indicator to show the difference between the SCFF 3-year rolling average funding compared to hold-harmless funding</li> </ul> <p>Extra information about expenditure assumptions</p> <ul style="list-style-type: none"> <li>• The biggest unknown is likely the year-over-year increase for health and benefits</li> <li>• Late March/early April is when the District hears from the insurance carriers, and this could be a large shift in the dollar amount</li> <li>• Two big differences between the CalSTRS and CalPERS rate is that the STRS rate is controlled by the legislature; the PERS rate is controlled by CalPERS Board</li> </ul> <p>Discussion ensued.</p> <p>Presentation Resources:  <a href="#">Tentative Budget Assumptions</a></p>	None

<p>6.</p>	<p><b>Review Budget Status Reports (BSR)</b>  <i>For discussion</i></p> <p>VC Nicholas reviewed budget status reports, dated February 28, 2021. We are two-thirds into this fiscal year. The committee is reminded that toward the end of the fiscal year, and over the next coming months, we will look for ways to reduce the unrestricted expenditures. A lot of encumbrances will drop off by year-end. Percentage-wise, 2021 budget is better than last year's.</p> <p>Presentation Resource:  <a href="#">February 28, 2021 BSR</a></p>	<p><b>None</b></p>
<p>7.</p>	<p><b>Future Agenda Items</b>  <i>For discussion</i></p> <ol style="list-style-type: none"> <li>1. FY21-22 assumptions built into revenue allocation model for tentative budget</li> <li>2. BAM-SCFF budget-model scenario discussion</li> </ol>	<p><b>None</b></p>

**Meeting adjourned 1:20 p.m.**