



**Board of Trustees Budget Committee (BBC)**  
SBCCD Board Room, 114 S. Del Rosa Drive, San Bernardino CA 92408

## Meeting Minutes – July 12, 2018

**Members Present** – Gloria Macías Harrison, Donna Ferracone, and Joseph Williams

**Members Absent** – none

**Staff Present** – Bruce Baron, Jose Torres, Mike Strong

### **I. Welcome & Introductions**

Gloria called the meeting to order at 10:05 a.m. No introductions were necessary.

### **II. Public Comment**

Gloria called for public comments but there were none.

### **III. Approval of Minutes**

Donna made a motion to approve the minutes of June 21, 2018, which Gloria seconded. There was no discussion and the motion was approved by the following vote.

Ayes: Gloria, Donna  
Noes: None  
Abstentions: Joseph  
Absent: None

### **IV. Current Topics**

#### **A. Centralization of Services**

Jose advised that this topic was on the agenda again because there'd been insufficient time to discuss during the June 21 meeting. He recapped that some of the services that could be considered for centralization include custodial and information technology (IT).

The current structure of SBCCD's TESS division has IT directors reporting directly to the Vice Presidents of Administrative Services. All three directors have different ways of tracking inventory. Centralization could standardize procedures and functions, however, concern exists that centralization would reduce the promptness and specialized nature of services now experienced by campus end users.

Mike confirmed for Gloria that there had been cooperative planning and standardization over the years, one result of which is the routing of software purchases through SBCCD TESS. Jose mentioned IT staff would remain on campus if centralized.

#### **B. Committee Self-Evaluation**

Some committee members had not yet had time to complete the survey but advised they would do so by the close of today's meeting.

*Kelly Goodrich, Recorder*

## **V. Updates (as necessary)**

### **A. KVCR Financials**

BBC members reviewed the report. Joseph asked for a Gant chart. Gloria asked how KVCR was doing with its pledge drive and requested that the BBC receive comparative numbers for previous years. Jose advised that he would provide prior year information for both the Foundation and KVCR at the next meeting.

### **B. PARS Trust**

### **C. Enrollment**

### **D. 2017-18 Board of Trustees Budget**

### **E. KVCR Transition Scope**

Updates for the PARS Trust, Enrollment, the 2017-18 BOT Budget and the KVCR Transition project were reviewed.

## **VI. Future Topics**

### **A. College Village**

Jose advised that a revised draft of the Memo of Understanding between the City of Yucaipa and SBCCD had recently been forwarded to City Manager Ray Casey.

### **B. Trustee Suggestions**

There were no additional topics added to the agenda.

## **VII. Adjournment**

The meeting adjourned at 11:02 am. The next meeting is scheduled for August 9, 2018 at 10:00 am.