I. Call to Order & Introductions

J. Gilbert called the meeting to order at 9:03 a.m.

II. Approval of Minutes

The Committee reviewed and approved the minutes from 8/23/2019.

Action Item – Approved by Consensus

III. Process for Prioritizing Resource Requests

1.A - Ashley Gaines reviewed IFF's resource request. Media specialist and manager workforce development are new positions. Last year, minus the two new positions and supplies is $740,000 in budget. Leaving $109,000 for the two new positions.

1.B - Custodian Supervisor (1.B) and custodian (2.A) have been merged. Ernie Loera reported we need at least two custodians at the current location. Currently, we will have currier and 1 custodian at Hospitality building and 1 at Del Rosa building. In addition, we are closing escrow soon and will need additional custodial staff. In need of custodial supervisor to manage all three locations and custodial staff at all three locations. At the Hospitality building the property manager is contracted to hire vendor to clean 1st and 3rd floor. Due to Union regulations, we have to hire internal staff to maintain SBCCD occupied space. The committee agreed to combine 1.B and 2.A.

1.C – Based on last year’s program review, It was approved that PD would grow incrementally and not all in one year.

1.D – Based on the growing District’s properties, TESS needs additional support for support needs. With new auditing requirements, TESS is in need of support staff. An example is recently TESS had to disable or restrict approx. 150,000 students sbccd.edu email accounts that were fraudulent in the past six months.
RANKINGS for Item 1:
#1 - 1.C PD 6 ayes and 3 no’s.
#2 – 1.D IT Security
#3 - 1.B and 2.A Custodial
#4 - 1.A Inland Futures Foundation

Mark IT, IFF, Cust
Ernie Cust, IT, IFF
Ashley IFF, IT, Cust
Kristina Cust, IT, IFF
Al IT, IFF, Cust
Michele, IT, Cust, IFF
Judy IT, IFF, Cust
Jeremy IT, Cust, IFF
Larry Cust, IT, IFF
Kevin Cust, IT, IFF

2.B PD equipment – Chief Jackson commented this could be ranked lastly.
2.C TESS - if we do not replace tech specialist, then we absolutely need a director of distant ed (new position).
2.C TESS - if we replaced the tech specialist, then we do not need distance ed.

#5 – 2.C Instructional Tech Specialist all in favor Paula abstained. (replacement – pending IEPI)
#6 – 3.B Secretary II TESS (replacement – pending IEPI) all in favor Paula abstained.
#7 – 3.A Senior Contracts Technician (separated positions*)
no in favor Paula abstained.
#9 - 5.A Technology Support Specialist I all in favor Paula abstained.
#10 – 6.A Sterling Digibinder Super Automatic Perfect Binder all in favor Paula abstained.
#11 - 2.C Director of Distant Ed
#12 - 4.A Analyst (Retirement Specialist)
#13 - 2.B PD equipment

*3.A Business Services Administrator is tabled until Oct. 11, 2019 meeting. J. Gilbert to get more information.

<table>
<thead>
<tr>
<th>VII. Other/Future Agenda Items</th>
<th>October 11, 2019 will focus on reviewing and finalizing the resource request.</th>
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<tbody>
<tr>
<td>VII. Next Meeting</td>
<td>October 11, 2019 (Resource Request Rankings Prioritized Finalization)</td>
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<td>VIII. Adjournment</td>
<td>Meeting adjourned at 11:05 a.m.</td>
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Respectfully submitted,

Heather Ford
Executive Administrative Assistant
Office of the Chancellor
San Bernardino Community College District