

LAREDO COMMUNITY COLLEGE DISTRICT
Laredo, Texas

The regular meeting of the Laredo Community College Board of Trustees convened on Thursday, September 29, 2016, beginning at 6:25 p.m. in the Samuel A. Meyer Board Room at the Elpha Lee West Building room 105 at the Fort McIntosh Campus.

ROLL CALL

MEMBERS PRESENT

Mercurio Martinez Jr, President
Allen Tijerina, Vice President
Leonides G. Cigarroa Jr.
Rene De La Viña
(arrived at 6:31 p.m.)

Michelle De La Peña
Jackie Leven-Ramos
Tita C. Vela

Cin Bickel, Ex-officio

MEMBERS ABSENT

Cynthia Mares, Secretary
Gilberto Martinez Jr.

OTHERS

Ricardo J. Solis
Rusty Meurer,
College Attorney
Vince Solis
Prakash Mansinghani
Yesenia Sandoval
David Gonzalez
Deirdre Reyna
Jean N. Bellizzia
Robert Porter
Nora Stewart
Luciano Ramon
Cesar E. Vela Jr.
Dale Saenz

CALL TO ORDER

Judge Mercurio Martinez Jr., Board President, called the meeting to order. Board Vice President, Mr. Allen Tijerina called the roll. A quorum of the members was present.

**APPROVAL OF MINUTES
FOR PUBLIC HEARING ON
THE PROPOSED FISCAL
YEAR 2017 BUDGET AND
1ST PUBLIC HEARING ON
THE PROPOSED 2016
PROPERTY TAX RATE AND
SPECIAL BOARD MEETING
OF AUGUST 18, 2016**

Ms. Jackie Leven-Ramos, Board Member, moved to approve the minutes as presented. The motion was seconded by Mr. Tijerina; motion carried.

**2ND PUBLIC HEARING ON
THE PROPOSED 2016
PROPERTY TAX RATE AND
SPECIAL BOARD MEETING
OF AUGUST 25, 2016**

**FINAL PUBLIC HEARING ON
THE PROPOSED FY 2017
BUDGET AND PROPOSED
2016 PROPERTY TAX RATE,
REGULAR BOARD OF
TRUSTEES MEETING OF
SEPTEMBER 1, 2016**

**SPECIAL BOARD OF
TRUSTEES MEETING OF
SEPTEMBER 12, 2016**

PUBLIC TESTIMONY

Judge Martinez provided information from the Board Policy to clarify the topics presented under public testimony.

“Each person shall be allowed three minutes to address the Board. When there are six or less speakers scheduled, the President of the Board may extend each speaker’s time to five minutes. Time may not be ceded from one speaker to another. The Board President may also limit the total amount of time for public testimony but not to less than thirty minutes. The speaker may not speak on personnel or student matters that refer to individuals by

name or title. After a speaker's comments, the Board President shall make whatever response, if any, or take whatever action, if any, is deemed appropriate to handle the matter. Such response or action may include the following: 1) referring the matter to the College President for action or for further recommendation, 2) referring the matter to a later meeting or to a Board committee for further discussion or study, and 3) indicating that the matter shall be taken under advisement. If the Board President determines that a person has not attempted to resolve a matter administratively, the person shall be directed to the appropriate policy for attempted resolution before bringing the matter to the Board."

John Anthony Pedro, student and veteran, expressed his opinion in favor of Las Kekas.

Thomas Miller, Director of the Lamar Bruni Vergara Science Center, informed the Board of the successful tours of the center and proposed museum, the Star Fort, visitors from the Laredo Conventional Visitors Bureau, and the restoration of the historic structures.

Board Member, Mr. Rene De La Viña, recognized Mr. Miller for being a hard worker and Dr. Vince Solis for resolving student issues promptly.

The following students expressed their positive views and experiences of the services they received by Las Kekas and its employees: Rogelio A. Quintanilla, Gilbert Maldonado, Ivonne Garza, Stephanie Sanchez, Mariadelina Martinez, Alex Salinas, Juan Landeros, Irma C. Meraz, and Alejandra Cabello.

**RECOGNITIONS,
INTRODUCTIONS, AND
COMMUNICATIONS**

Dr. Ricardo Solis, President, introduced the FY 2017 Associated Student Organization President, Ms. Kristina Ramos. Kristina, a freshman, is pursuing her Associate in Arts and plans to obtain a BA in Art and become a lawyer. He then introduced the following two new employees: Cristyan Carrizalez – Advisor-Title V Building Scholars and Manuel Guillen Jr. – Project/SI Coordinator Advocate.

Dr. Vince Solis, Vice President for Instruction and Student Services, introduced the following new employees in his area: Jorge Coronado – Kinesiology Instructor, Patricia J. Godines – Dance Instructor, Juan Carlos Molina – History Instructor, Roberto D. Solis – Technical Support Coordinator, and Cesar Rodriguez – Medical Assistant Instructor.

Mr. Prakash Mansinghani, Government Instructor, announced and extended an invitation to the Board of Trustees candidates' forum hosted by the Honors Program and Phi Theta Kappa honor society scheduled for Thursday, October 20, 2016, at 6:00 p.m. in the Kazen Student Center.

**FACULTY ASSEMBLY
SENATE REPORT**

Ms. Cin Bickel, Faculty Senate President, shared the goals they are working on: 1) Memorial Hall Brick Project, 2) Faculty Titles and Ranks, 3) Faculty Back Pay, 4) Evaluation of Deans, and announced the 5) Board of Trustees Candidate Forum to be held on Thursday, October 13, 2016, at 6:00 p.m. in De La Garza building room 101. She announced the faculty forum with the College President will be held on Friday, October 14, 2016, at 12:30 p.m. in DG 101.

Judge Martinez mentioned Mr. Tijerina suggested to bring up next the following Items: 7, 8, 12, and then 9. Dr. Leonides G. Cigarroa Jr., Board Member, so moved and Ms. Michelle De La Peña, Board Member, seconded the motion; motion carried.

**DISCUSSION AND
POSSIBLE ACTION**

**PRESENTATION OF EARLY
COLLEGE DUAL
ENROLLMENT PROGRAM
WITH UNITED
INDEPENDENT SCHOOL
DISTRICT**

- MR. BOBBY SANTOS

The following United Independent School District personnel was introduced: Mr. David Gonzalez – Associate Superintendent for UISD, Dr. Alicia Carrillo - Executive Director for Federal Programs, Ms. Angie Sanchez – Director for Career & Technology for UISD, Ms. Yesenia Sandoval – Dean of LBJ High School Early College. Ms. Sandoval provided an informational presentation on the Early College Program at LBJ High School, its program demographics, number of participants, and students’ successes. She noted, if no one drops, 133 students will get their associates degree before their high school diploma. She thanked LCC’s staff. Mr. Gonzalez summarized the district’s goals focused on student achievement and provided the dual credit enrollment results.

**APPROVE AMENDED EARLY
VOTING SCHEDULE FOR
THE NOVEMBER 8, 2016
JOINT GENERAL ELECTION**

- MS. DEIRDRE REYNA

Ms. Deirdre Reyna, Elections Officer, provided the Board with the amended Early Voting Schedule as approved by the Webb County Commissioners on Sept. 12, 2016, and noted it affected the LISD sites. Ms. Leven-Ramos moved to approve and was seconded by Mr. Tijerina; motion carried.

**PRESENTATION BY LAS
KEKAS RESTAURANT LLC -
JUDGE MERCURIO MARTINEZ
JR.**

Mr. Jean N. Bellizzia, owner of Las Kekas Restaurant, LLC, thanked Mr. Tijerina for voting against the motion to terminate the contract with Las Kekas without him being present to address concerns, thanked Judge Martinez for placing the agenda item, thanked the students for their support, and submitted a petition against the early termination of Las Kekas’ contract with LCC containing approximately 700 students’ signatures. Mr. Bellizzia’s presentation provided price comparisons, menu options, food portions, and promotions. He addressed the issues of uncooked food, unprofessional services, over-priced food, survey results, and provided several scenarios in which he had to say “No” to the customer(s) and instances when he has offered a free meal. He reminded the Board that “Kekas is a business. We have to be profitable.” He concluded his presentation by inviting Board Members to visit the cafeteria. Judge Martinez noted no action was requested other than a presentation.

**ISSUE REQUEST FOR
PROPOSALS TO SOLICIT
PROPOSALS FROM FOOD
SERVICES CONTRACTORS
FOR CAFETERIA
OPERATIONS AT THE
LAREDO COMMUNITY
COLLEGE FORT MCINTOSH
AND SOUTH CAMPUSES**

- MS. JACKIE LEVEN-RAMOS

Ms. Leven-Ramos moved to go out for request for proposals to solicit proposals from food services contractors for cafeteria operations at the Laredo Community College Fort McIntosh. Judge Martinez seconded the motion. College Attorney, Mr. G. Meurer, asked for clarification since he heard Ms. Leven-Ramos mention only one campus. Ms. Leven-Ramos clarified it was for both campuses. After an extensive discussion, the clarification was made that Las Kekas’ contract terminates in December and Las Kekas can submit a proposal. Judge Martinez called for the vote. The vote was taken and did not pass with five votes against. Ms. Leven-Ramos and Dr. Cigarroa voted in favor.

RECOMMEND AND SCHEDULE A LAREDO COMMUNITY COLLEGE BOARD RETREAT FOCUSED ON GOAL SETTING, ESTABLISHING PRIORITIES, ANALYZING OPEN MEETINGS LAWS AND CULTIVATING THE BOARD/PRESIDENT RELATIONSHIP WITH ACCT'S RETREATS AND WORKSHOP SERVICES
- MS. JACKIE LEVEN-RAMOS

Ms. Leven-Ramos presented the item. Board Members expressed their recommendations and suggested it be scheduled after the Board election. Dr. Ricardo Solis confirmed he would, "obtain a presenter who is cognizant of the issues of south Texas and the business and globalization demands that our area has". Judge Martinez asked for a motion. Ms. Leven-Ramos moved to direct administration to locate an individual(s) who will focus on goal setting, establishing priorities, analyzing open meetings laws and cultivating the Board/President relations in the form of a retreat and/or Board workshop. The motion was seconded by Board Member, Ms. Tita C. Vela; motion carried.

STATUS REPORT ON THE PRESERVATION, REPAIR, AND MAINTENANCE OF THE INTERIOR AND EXTERIOR OF THE HISTORIC FORT MCINTOSH COMMANDER'S RESIDENCE AND APPROVAL OF THE PROPOSAL TO PROCEED WITH REPAIRS FOR THE INTERIOR OF THE RESIDENCE
- MR. ROBERT PORTER

Mr. Robert Porter, Construction Project Manager, distributed a handout with information on the house repairs and renovations. He reported that he and Mrs. Stewart met with Texas Historical Commission representative, Ms. Sara Luduena, who informed them the Commander's House was not on the historical register and the College was not bound by the usual historical requirements. He reviewed the list of interior work, reported Physical Plant had spent \$55,000 to \$60,000 and projected an estimated total cost for the full interior work to be about \$75,000 to \$100,000. Mr. Porter mentioned some of the exterior work could be performed in-house and reviewed the items; however, for the other exterior work he recommended hiring the contract facility architect, Mr. Robert Sepulveda. Discussion followed. Board Members requested a copy of the architect's contract. Ms. Leven-Ramos requested an itemized price list of the projects, as well as, a time-line for the in-house projects that reflected the cost savings of this restoration. After additional discussion, Ms. Vela moved to accept the recommendation of Mr. Porter to restore the house as needed so that Dr. Solis can move in as soon as possible. The motion was seconded by Mr. De La Viña. The attorney mentioned the process the Board had to follow if the exterior project would be in excess of \$50,000. Judge Martinez called for the vote. The motion carried. Ms. Leven-Ramos voted against.

BOARD APPROVAL OF CONSENT AGENDA ITEMS AS APPROVED BY THE FY 2017 BUDGET APPROVAL OF INFORMATION TECHNOLOGY EQUIPMENT AND SERVICES
- MR. LUCIANO RAMON
A. TEXAS CONNECTION CONSORTIUM MAINTENANCE/SUPPORT AGREEMENT
B. CISCO EQUIPMENT MAINTENANCE CONTRACT
C. AVAYA COMMUNICATIONS MANAGER/PBX PRODUCT TELEPHONE SYSTEMS SUPPORT AND MAINTENANCE AGREEMENT

Mr. Luciano Ramon, Information Technology Officer, presented the items' details requesting approval of annual recurring costs (over \$50,000.00) that were approved in the FY 2017 budget for the items below:

- a) The annual payment for the maintenance agreement with Texas A & M Corpus Christi for the Texas Connection Consortium Maintenance/Support Agreement (for all Banner systems) in the amount of \$275,188.90.
- b) The annual payment for the Cisco equipment maintenance contract (Web Security Appliance and Email Security Appliance) renewal from Computer Solutions (a Texas DIR vendor) in the amount of \$60,751.25.
- c) The annual payment for the Avaya Communications Manager/PBX Product Telephone Systems Support and Maintenance agreement with Global Scope Communications (a Texas DIR vendor) in the amount of \$50,388.00.

Mr. Tijerina moved to approve and was seconded by Ms. Leven-Ramos; motion carried.

STATUS REPORT ON THE PRESERVATION, REPAIR, AND MAINTENANCE OF THE INTERIOR AND EXTERIOR OF THE HISTORIC FORT MCINTOSH COMMANDER'S RESIDENCE AND APPROVAL OF THE PROPOSAL TO PROCEED WITH REPAIRS FOR THE INTERIOR OF THE RESIDENCE

– MR. ROBERT PORTER

Mr. Meurer informed the Board (after the Board had left Item 11) a comment was made to him regarding funding of the costs for the interior repairs (of P-9). He said the CFO discussed with Bond Counsel about funding for the repairs. Bond Counsel advised the CFO relating to the use of Phase 2 bond monies to fund the interior repairs. Mr. Meurer mentioned this is related to Item 11 and it would be appropriate to hear from the CFO. Ms. Nora Stewart, Chief Financial Officer, mentioned she asked bond counsel (Winstead PC) about using Phase 2 money to renovate any building on campus, due to the desperate need for P-9. She stated, “and absolutely they said yes”. Ms. Stewart reported the balance for Phase 2 is \$2.9 million for the revenue bonds fund and \$1.5 million for the maintenance tax bonds fund and mentioned she needed approval from the Board to use this money for the interior repairs and some furniture. Mr. Tijerina mentioned there was no item on the agenda to approve this. Mr. Meurer noted that Item 11 addresses the repairs and maintenance which includes funding. He suggested the Board make a motion to instruct Bond Counsel to take the steps that are necessary in order to allocate funds from Phase 2 of the facilities master plan project. Mr. De La Viña so moved and was seconded by Ms. Vela; motion carried. Ms. Leven-Ramos abstained.

APPROVAL OF ACQUISITION OF SERIALS AND PERIODICALS

– MR. CESAR E. VELA JR.

Mr. Cesar E. Vela Jr., Comptroller, presented the item, mentioned it was approved with the FY 2017 budget, explained the reason it was brought to the Board was because it's over the \$50,000 limit, and answered questions from the Board with the assistance from Mr. Dale Saenz, Library Director. Ms. Leven-Ramos moved to approve the acquisition of serials and periodicals as approved by FY 2017 budget. Mr. Tijerina seconded the motion; motion carried.

APPROVAL OF LEASE PURCHASE FOR TWO VEHICLES FOR CAMPUS POLICE

– MR. CESAR E. VELA JR.

Mr. De La Viña so moved and was seconded by Mr. Tijerina; motion carried unanimously.

APPROVAL OF PURCHASE OF PRINTERS FOR INSTRUCTIONAL LABS AND SUPPORT AREAS

– MR. LUCIANO RAMON

Ms. Vela moved to approve and was seconded by Mr. Tijerina; motion carried.

PRELIMINARY AUGUST 2016 FINANCIAL REPORT

– MR. CESAR E. VELA JR.

Mr. Vela reviewed the preliminary financial report as of August 31, 2016. He reported revenue was \$52,345,989 equal to 96.7% of the budgeted revenues with a balance of \$1.7 million. The tuition and fees shortfalls were offset by the dual enrollment program revenues and the additional shortfalls in the general use fees and regular fees were offset by the tax collections equal to 102% of the budgeted revenue for taxes. Mr. Vela reported expenses are \$48.8 million equal to 90.16% of the budgeted expenses and some expenses were pending to be recorded. The tax levy for 2016 is \$28.6 million of which collection \$28.2 million was collected that is equal to 98.8% of the tax levy. He reviewed the investment report, the general operating fund balance, and mentioned the overall net change is an increase of \$2,984,142 to the fund balance that equals 23% of the budgeted expenditures for FY 2017. Judge Martinez asked for a motion to acknowledge this presentation. Mr. De La Viña so moved and was seconded by Ms. Vela and Mr. Tijerina; motion carried.

**APPROVAL OF A TAX
REFUND TO WRI
TRAUTMANN LP**
– MR. CESAR E. VELA JR.

Judge Martinez asked for a motion to formally approve the tax refund. Ms. Leven-Ramos so moved and was seconded by Mr. Tijerina; motion carried.

EXECUTIVE SESSION

At 8:42 p.m., Judge Martinez entertained a motion for the Board to go into executive session for the items below:

EXECUTIVE SESSION

- CLOSED SESSION DISCUSSION WITH THE LAREDO COMMUNITY COLLEGE DISTRICT'S ATTORNEY PURSUANT TO TEXAS GOVERNMENT CODE SECTIONS 551.071 AND 551.073 PERTAINING TO NAMING OF COLLEGE FACILITIES WITH REQUEST THAT DONORS REMAIN ANONYMOUS UNTIL DATE OF DEDICATION OF FACILITIES
- MS. SARA ALICIA POMPA
- MEETING WITH LAREDO COMMUNITY COLLEGE DISTRICT ATTORNEY AND THE COLLEGE PRESIDENT PURSUANT TO TEXAS GOVERNMENT CODE SECTIONS 551.071 AND 551.074 TO DISCUSS POSSIBLE ADDENDUM TO THE COLLEGE PRESIDENT'S EMPLOYMENT CONTRACT RELATING TO THE COLLEGE PRESIDENT'S RESIDENCE
- JUDGE MERCURIO MARTINEZ JR.
- CLOSED SESSION TO DISCUSS AND CONSULT WITH THE LAREDO COMMUNITY COLLEGE DISTRICT'S ATTORNEY AND COLLEGE PRESIDENT PURSUANT TO SECTIONS 551.071 AND 551.074 OF THE TEXAS GOVERNMENT CODE REGARDING THE EMPLOYMENT, REASSIGNMENT AND DUTIES OF EMPLOYEES DUE TO A PROPOSAL FOR A MINOR REORGANIZATION INCLUDING DISCUSSION WITH LEGAL COUNSEL REGARDING RELATED LEGAL ISSUES - DR. RICARDO J. SOLIS
- CLOSED SESSION MEETING WITH THE ATTORNEY FOR LAREDO COMMUNITY COLLEGE TO DISCUSS LITIGATION MATTER STYLED CAUSE NO. 2015 CVZ001646 D1; CYNTHIA ARADILLAS V. LAREDO COMMUNITY COLLEGE; IN THE DISTRICT COURT, 49TH JUDICIAL DISTRICT, WEBB COUNTY, TEXAS PURSUANT TO TEXAS GOVERNMENT CODE SECTIONS 551.071 AND 551.074- JUDGE MERCURIO MARTINEZ JR.

Mr. De La Viña so moved and was seconded by Ms. Leven-Ramos; motion carried. The Board reconvened to open session at 10:25 p.m.

**DISCUSSION AND POSSIBLE
ACTION**

**REQUEST THAT DONORS
REMAIN ANONYMOUS UNTIL
DATE OF DEDICATION OF
FACILITIES**

Judge Martinez asked for a motion to approve as presented. Mr. De La Viña so moved and was seconded by Ms. De La Peña; motion carried.

Judge Martinez noted for the the record that no action took place in executive session.

**ADDENDUM TO THE
COLLEGE PRESIDENT'S
EMPLOYMENT CONTRACT**

Judge Martinez called on legal counsel. Mr. Meurer recommended the Board consider approving the following motion. "That the Laredo Community College amend the College President's contract to provide a monthly allowance for a residence to be paid commencing on October 1, 2016 and ending upon final completion of the restoration of the Commander's Residence." And the second part of that same motion is, "in the event that the college president enters into a residential lease that may cancel early and therefore require the payment of a cancellation fee that the college will bear the cost of the cancellation fee." Judge Martinez asked for a motion to approve the recommendation from legal counsel. Ms. Leven-Ramos so moved and was seconded by Ms. Vela; motion carried.

**APPROVAL OF A PROPOSAL
FOR A MINOR
REORGANIZATION**

Ms. Leven-Ramos moved to approve the creation of the executive director position as recommended by Dr. Ricardo Solis to be filled by Mr. Rodney Rodriguez. The motion was seconded by Mr. De La Viña. The motion carried.

**CONSIDER AND TAKE
POSSIBLE ACTION
REGARDING LITIGATION
MATTER STYLED CAUSE
NO. 2015 CVZ001646 D1;
CYNTHIA ARADILLAS V.
LAREDO COMMUNITY
COLLEGE; IN THE DISTRICT
COURT, 49TH JUDICIAL
DISTRICT, WEBB COUNTY,
TEXAS**

Judge Martinez stated, "At this time no action was taken whatsoever just information that was being provided in reference to this particular lawsuit. So again, it was just a matter of informing the members of the Board. Correct? Mr. Meurer stated, "Correct Judge. No action is required." Judge Martinez proceeded to the next item.

**PRESIDENT'S REPORTS
CAMPUS POLICE,
PERSONNEL,
TRAVEL, AND
OTHER REPORTS**

The reports were provided for information purposes.

NEXT MEETING DATE:

Judge Martinez asked for a motion to acknowledge the next meeting date of Thursday, October 27, 2016, at 6:00 p.m. in ELW 105. Mr. De La Viña so moved. Ms. Leven-Ramos seconded the motion; motion carried.

ADJOURNMENT

At 10:29 p.m., Ms. Leven-Ramos moved to adjourn the meeting. Mr. Tijerina seconded the motion; motion carried.

Judge Mercurio Martinez Jr., President Ms. Cynthia Mares, Secretary