



February 19, 2021 9:00 am to 11:00 am

Meeting Location: Zoom Video Conference ID: 769-987-656

Co-Chair: Adil Ahmed, Interim Vice Chancellor for Finance & Admin.

Co-Chair: Thomas Renbarger, Academic Senate President

PBC Membership

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| Adil Ahmed, Co-Chair, Interim Vice Chancellor of Finance & Admin. | Dr. Nathaniel Jones, III, President, College of Alameda |
| Thomas Renbarger, Co-Chair, Merritt Academic Senate President | Tina Vasconcellos, Vice President of Student Services, COA |
| Donald Moore, DAS President | Aurelie Sciaroni, Student Representative |
| Matthew Freeman, Faculty, BCC | Helen Ku, Institutional Research Designee |
| Jennifer Shanoski, PFT President | (Vacant), Classified Senate President |
| Scott Barringer, Local 39 Representative | David M. Johnson, President, Merritt College |
| Kawanna S. Rollins, SEIU Representative | Richard Ferreira, Executive Assistant, District, Note taker |
| Tami Taylor, Interim Budget Director | Joan Davis, Staff Assistant, District, Note taker |

Total Number of Members is 14. Quorum is 8.

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| <p>In Attendance: Adil Ahmed, Co-Chair, Interim Vice Chancellor of Finance & Admin. Thomas Renbarger, Co-Chair, Merritt Academic Senate President Donald Moore, DAS President Matthew Freeman, Faculty, BCC Jennifer Shanoski, PFT President Scott Barringer, Local 39 Representative Kawanna S. Rollins, SEIU Representative Tami Taylor, Interim Budget Director Dr. Nathaniel Jones, III, President, College of Alameda Tina Vasconcellos, Vice President of Student Services, COA Helen Ku, Institutional Research Designee Richard Ferreira, Executive Assistant, District, Note taker Joan Davis, Staff Assistant, District, Note taker</p> <p>Absent: David M. Johnson, President, Merritt College Aurelie Sciaroni, Student Representative</p> | <p>Guests: Fareha Bakre, Principal Budget & Finance Analyst, District Derek Pinto, Vice President of Administrative Services, Laney Joseph J. Bielanski, Jr., DAS Representative Mark Johnson, Exec. Dir., Marketing, Comm. & Public Relations Lynne Williams, EOPS Coordinator, Laney C.M. Brahmhatt, Consultant, Cambridge West Partnership Jeffrey Sanceri, Faculty, College of Alameda Lilian Pires, Principal Financial Analyst, Merritt College Marla Williams-Powell, Interim Executive Fiscal Director, District Steven Chan, Interim Assoc. VC, Planning & Inst. Research</p> |
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| Agenda Item | Committee Goal | Strategic Plan Goal | Outcome | Action Items | Follow Up on Action Items |
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| I. Standing Items | | | | | |
| A. Call to Order | | | The meeting was called to order at 9:02 am and quorum was met. | | |
| B. Adoption of the Agenda | | | Motion and seconded to accept the Agenda with item number changed requesting VC Ahmed to comment on the Audit as item B2. Motion approved unanimously. | | |
| C. Approval of Minutes | | | Motion and seconded to accept the Minutes from December 11, 2020 meeting. Correction Dr. Nathaniel Jones III, as COA President. Motion approved unanimously. | | |
| D. Report of Action Taken | | | There was no report of action taken. | | |
| E. Public Comments | | | There were no public comments to report. | | |



| II. Carried-Over and New Items | Committee Goal | Strategic Plan Goal | Outcome | Action Items | Follow Up on Action Items |
|---|----------------|------------------------|---|--|---------------------------|
| A. PBC Committee Membership | | E.3 — Fiscal Oversight | <p>Welcome: Tami Taylor, Interim Budget Director Joan Davis, Staff Assistant (Note Taker)</p> <p>Update on Vacancies: Classified Senate President Tom Renbarger will reach out.</p> | | |
| B. Budget Development Calendar FY 2021-22 Approval | | E.3 — Fiscal Oversight | <p>Budget Development Calendar FY 2021-22. The change to the budget development calendar from FY 2020-21 is a meeting for first read of the Tentative Budget to the Board of Trustees. All other items remain the same on the calendar. Today the discretionary expenditures were submitted.</p> <p>Motion to approve the Budget Development Calendar as amended with the first reading of the Tentative Budget to the Board of Trustees and the inserted Review of the FTEF allocation number on February 19, 2021 (with a note that it should be completed earlier). Motion approved unanimously.</p> <p>Note to the Board of Trustees on the agenda that adjustments were made at second reading of the Budget Development Calendar.</p> <p>Motion to set a target of 12.5 productivity. Two-part motion. Recommending that staffing be based FTES Allocation be based on the productivity of 12.5 and exclude Parcel Tax to see that we are meeting the target.</p> | <p>Budget Development Calendar as amended with the first reading of the Tentative Budget to the Board of Trustees and the inserted Review of the FTEF allocation number on February 19, 2021 (with a note that it should be completed earlier). Submit to the PGC.</p> | |



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| | | | <p>Vote count called. 6 yes 3 no 2 abstain Motion passed.</p> <p>The recommendation will be passed on to the PGC and the Chancellor directly.</p> | | |
| B(2). AUDIT UPDATE | | | <p>VC Ahmed discussed the status of the Audit and provided an update to the PBC per the committee’s request.</p> <p>Findings- Financial aid loan reconciliation, for COA, Laney and Merritt the presidential appointments were not reported within 10 days to the board of education.</p> <p>The exit meeting will be on 2/25/21, it will be submitted to the State by 2/28/21.</p> <p>Provide links to the Audit website to members and everyone. Link to audit website: https://web.peralta.edu/business/annual-financial-reports/</p> | | |
| C. BAM Task Force Update | | E.3 — Fiscal Oversight | <p>Co-Chair Renbarger provided information that the BAM Taskforce is meeting every two weeks and regularly. Maximize expenditures. Reviewing enrollment trends. Diff between colleges funded based on current BAM and their actual expenses.</p> | | |



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| | | | <p>Agendas set for the next three meetings and currently in the middle of the gathering information. Goal to develop a BAM that incorporated the SCFF for future years.</p> | | |
| D. 5 Year Overview Report | | E.3 — Fiscal Oversight | <p>VC Ahmed provided information regarding the 5 Year Overview Report. He reviewed and discussed each of the colleges and the district information including the surplus/deficit for each location.</p> <p>The largest expenses are for centralized services. Berkeley City College is the only colleges that is doing well for the last five years.</p> | | |
| E. BAM Model and SCFF | | E.3 — Fiscal Oversight | <p>Update on BAM Model and SCFF from C.M. Brahmhatt, Consultant with Cambridge West Partnership</p> <p>Through the BAM Model it is possible the Budget Calendar may move earlier because some of the items need to begin as soon as the budget is adopted from the previous year.</p> <p>Items reviewed at the BAM Taskforce mainly focused on FTES, SCFF, and 320 Report.</p> <p>The next meeting will cover the exact percentage spending for the colleges, a clearer picture of the allocations and how other neighboring college districts are spending their monies.</p> <p>It will not be asked what they spend, however, we will ask exactly what services the colleges provide and whether those services are essential.</p> | | |

