

**PERALTA COMMUNITY COLLEGE DISTRICT
Planning and Budgeting Council (PBC)**

**MINUTES
September 21, 2018
District Board Room**

Membership

Romaneir Johnson, VC Finance & Administration (PBC Chair/Presiding)
Donald Moore, Co-Chair, Senate President
Fred Bourgoin, DAS President
Mario Rivas, Senate President
Richard Theole, SEIU Representative
Adil Ahmed, Interim Budget Director
Marie-Elaine Burns, President, Merritt College
Jennifer Shanoski, President PFT
Timothy Karas, President, COA
**Vacant, Local 39 Representative*
**Vacant, Vice President of Student Services*
**Vacant, Student Representative*
**Vacant, Institutional Researcher, Designee*
**Vacant, Classified Senate Representative*
**Vacant Classified Senate BCC*
(14 members total—Quorum is 8)

Richard Ferreira, Executive Assistant, Finance and Administration, PBC note taker (non-voting)

PBC Attendance

Present:

Romaneir Johnson, VC Finance & Administration (PChair/Presiding)
Donald Moore, Co-Chair, Senate President
Fred Bourgoin, DAS President
Mario Rivas, Senate President
Richard Theole, SEIU Representative
Adil Ahmed, Interim Budget Director
Marie-Elaine Burns, President, Merritt College

Absent:

Jennifer Shanoski, President PFT
Timothy Karas, President, COA
Richard Ferreira, PBC note taker (non-voting)
*Vacant, Local 39 Representative
*Vacant, Vice President of Student Services
*Vacant, Student Representative
*Vacant, Institutional Researcher, Designee
*Vacant, Classified Senate Representative
*Vacant Classified Senate BCC

Guests:

Derek Pinto, VP of Admin. Services, Laney College
Victoria Menzies, Busines Director, Merritt College
Sadiq Ikharo, Vice Chancellor of General Services
Kelly Pernell, Faculty, BCC
Amina Omer, Staff Assistant, Finance Dept. (notes)

Agenda Item	Committee Goal	Strategic Goal	Outcome/Action
I. A. Call to Order			Meeting was called to order at 9:46 am. Quorum not met. Seven (7) members were in attendance.
B. Adoption of the Agenda			The agenda items were discussed. The agenda could not be Motioned due to quorum not being met.
C. Approval of Minutes July 23, 2018 August 31, 2018	The PBC adopted a single goal that the Committee recommend a coordinated, district-wide planning methodology and calendar.		The minutes could not be Motioned due to quorum not being met. It was requested that everyone read the minutes before the next meeting.
II. WORK/STUDY ITEMS A. Goals/Objectives			Any recommendations, for example, one to three goals are welcomed. The goal from last year was the Budget Calendar and by February it was met. The PBC needs to meet quorum as a goal. Everyone should have an opportunity to review the 2019-20 Tentative Budget (through shared governance) before the Tentative Budget is submitted to the Trustees in June.

			<p>Discussion on structural deficit issues regarding unfunded liabilities and what type of plan should be in place and circulated through colleges and the District.</p> <p>The PBC will coordinate a planning approach to addressing the funding formula for reporting and research data (MIS).</p> <p>VC Brown will be asked on how do we ensure efficiency of data collection, when do targets needs to be finalized by colleges, timeline scheduled for data collection, and transmission of data collection.</p> <p>The goal is to have the BAM report to the PBC on the impact of the BAM formula allocation.</p> <p>The OPEB Liabilities to be included in a future meeting. Request VC Brown will be asked to attend the next meeting and provide information. Provide a directive to the BAM Committee and request information from them on how it was assembled, etc. Get in communications with Deloitte regarding OnePeralta and request information.</p>
<p>B. Co-Chair and Committee Members appointment(s)</p>			<p>Notes included: In place of Rowena Tomaneng from BCC and Tammeil Gilkerson from Laney College; the College Presidents will be Marie-Elaine Burns from Merritt College and Tim Karas from COA. Jason Cifra will discuss a replacement for the Vice President of Student Services with the colleges. In place of Hayat Guessom for SEIU; it will be Richard Theole until further notice. There is no Local 1039 Representative is available for the PBC Committee.</p>

			<p>PBC needs to ensure that the committee has quorum. It was recommended that if quorum is not met that the meeting be adjourned early.</p> <p>Donald Moore will be stepping down as the Co-Chair and the committee will need to vote on a new person. Quorum is needed to motion and vote. Recommendation of Fred Bourgoin as new Co-Chair.</p>
C. Recommendations for 2018-19			To be discussed in a future meeting.
D. Budget Projections for 2019-20			To be discussed in a future meeting.
III. Next Meeting			Next meeting is scheduled for October 19, 2018 from 9:30 am to 11:30 am.
IV. Adjournment			Meeting adjourned at 11:30 am.