



**November 20, 2020 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**

Adil Ahmed, Co-Chair, Interim Vice Chancellor of Finance & Admin.	Don Miller, Acting 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	
(Vacant), Budget Director	Richard Ferreira, Executive Assistant, District, Note taker

**Total Number of Members is 14. Quorum is 8.**

<p><b>In Attendance:</b> Adil Ahmed, Co-Chair, Interim Vice Chancellor of Finance &amp; 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 Don Miller, Acting President, College of Alameda Tina Vasconcellos, Vice President of Student Services, COA Aurelie Sciaroni, Student Representative Helen Ku, Institutional Research Designee Kawanna S. Rollins, SEIU Representative David Johnson, President, Merritt College Richard Ferreira, Executive Assistant, District, Note taker</p> <p><b>Absent:</b> None</p>	<p><b>Guests:</b> Tami Taylor, District Senior Accountant, District Fareha Bakre, Principal Budget &amp; Finance Analyst, District Derek Pinto, Vice President of Administrative Services, Laney Jamille Teer, Vice President SEIU 1021 Peralta Chapter Siri Brown, Vice Chancellor of Academic Affairs Momo Lim, Internal Auditor, District Joseph J. Bielanski, Jr., DAS Representative Mark Johnson, Exec. Dir., Marketing, Comm. &amp; Public Relations Richard Thoele, President SEIU 1021 Peralta Chapter C.M. Brahmabhatt, Consultant</p>
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<b>Agenda Item</b>	<b>Committee Goal</b>	<b>Strategic Plan Goal</b>	<b>Outcome</b>	<b>Action Items</b>	<b>Follow Up on Action Items</b>
<b>I. Standing Items</b>					
A. Call to Order			The meeting was called to order at 9:06 am and quorum was met.		
B. Adoption of the Agenda			Motion and seconded to accept the Agenda without changes. Motion approved unanimously.		
C. Approval of Minutes			Motion and seconded to accept the Minutes from October 16, 2020 with no changes. Motion approved unanimously.		
D. Report of Action Taken			There was no report of action taken.		
E. Public Comments			There was no public comments to report.		



<b>II. Carried-Over and New Items</b>	<b>Committee Goal</b>	<b>Strategic Plan Goal</b>	<b>Outcome</b>	<b>Action Items</b>	<b>Follow Up on Action Items</b>
<b>A. PBC Committee Membership</b>		E.3 — Fiscal Oversight	<p>Aurelie Sciaroni, Student Representative and Helen Ku, Institutional Research Designee are new members. The new members introduced themselves and were thanked for their service.</p> <p>(Vacant), Budget Director (Vacant), Classified Senate President</p>		
<b>B. Adopted Budget Update</b>		E.3 — Fiscal Oversight	<p>The Adopted Budget for Fiscal Year 2020-21 was approved by the Board of Trustees on October 27, 2020.</p>		
<b>C. BAM Model and SCFF</b>		E.3 — Fiscal Oversight	<p>Chancellor Walter introduced C.M. Brahmhatt. His firm is working with PCCD in a variety of tasks. He has 25 years of extensive service in education and has already assisted the District with FCMAT and the SCFF. We are grateful to have him and his firm with us.</p> <p>VC Ahmed shared the Current Budget Allocation Model with the PBC Committee. He addressed the following:</p>		



			<p>District Office Services Centers Budgets were discussed including the Centralized Services Budget. Three (3) Year FTE Rolling Average received by Academic Affairs and Student Success. FY 202-21 Budget Allocation Model (BAM).</p> <p>Revenue Allocations regarding all the colleges and district were provided.</p> <p>Unrestricted Expenditure Budget by Colleges were demonstrated that the expenses are higher than the revenues for BCC and COA. But Laney and Merritt Colleges revenues are higher. The District does not bring in any revenues and that is the reason the expenses are noted in the red.</p> <p>C.M. Brambhatt with Cambridge West Partnership, thanked Vice Chancellor Ahmed for walking us through the existing budget for the Peralta District. He said it is important that members have a good starting point to determine how we can move forward from a Budget Allocation Model (BAM) to a Student Centered Funding Formula (SCFF).</p> <p>He said it was important to be mindful and he/his firm are available to PCCD to help us determine how we see our District and Colleges and on how we may do better to generate more funding with the ultimate goal of how to serve the students better.</p> <p>A Student Center Funding Formula (SCFF) presentation was made by C.M. Brahmbhatt. The document was also shared with the committee members.</p>		
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			<p>It was noted that there is no COLA in 2020-21.</p> <p>The funding was provided on a variety of numbers. Now it will be provided based on the last three (3) years information. Some districts are not able to do better and are striving to get more dollars.</p> <p>The Objective:</p> <p>Develop a new budget allocation model that respects the current allocation percentage and has a mechanism in place to transition over time that rewards the colleges by maximizing the incentives built into the SCFF.</p> <p>As a committee the District needs to:</p> <p>Improve awareness and understanding of the SCFF districtwide. Better understand our outcome data related to our student population. Develop a district internal revenue allocation model. Collect college level data. Evaluate, validate and analyze the data. Explore strategies to capture outcomes. Compare our data to surrounding college districts and, if needed, develop possible models for discussion and evaluation.</p> <p>Adopt a model based on solid evidence, using great data that works for our District. Then the Peralta District will be able to see if we are inline or not to have the funds to run the colleges and District. The District must be in full compliance.</p>		
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			<p>FY 2020-21 Budget model is in place. It may be possible to compare and take the BAM model versus the SCFF and see them side-by-side. It also may be possible to have FY 2021-22 and as a District we may not be able to implement SCFF right away.</p> <p>For contact information and email regarding Cambridge West Partnership:  <a href="https://cambridgewestpartnership.com">https://cambridgewestpartnership.com</a>  C.M. Brahmbhatt <a href="mailto:cmrr786@gmail.com">cmrr786@gmail.com</a></p> <p>C.M. Brambhatt concluded that PCCD is no different than other multi-college districts in his opinion. The concern is that the BAM does not provide for accountability at the college level or at the District either. Under the new allocation model (SCFF) any funds saved under utilities will be made available to the colleges. He said he would make himself available for the PBC subgroups (BAM Taskforce).</p> <p>C.M. Brambhatt with Cambridge West Partnership was thanked for his presentation to the PBC Committee.</p>		
<p><b>D. BAM Committee Membership</b></p>		<p>E.3 — Fiscal Oversight</p>	<p>Jennifer Shanoski addressed the committee with information regarding the BAM Committee members.</p> <p>She will put together notes on membership categories of those who may be recommended as members.</p> <p>Clarification is requested of the previous members and acknowledgement of the members who were on the BAM Taskforce.</p>		



			<p>It is proposed that the BAM Taskforce should be able to meet next week. The BAM Taskforce has not met since July so the members may be checked to see if they still would like to continue. BAM Taskforce Team site available.</p> <p>Request made to add Thomas Renberger to the BAM Taskforce Team Site. (He was added along with others.)</p> <p>Jennifer Shanoski’s notes on the BAM Taskforce Google doc. <a href="#">BAM Taskforce Notes Google Doc</a></p> <p>Jennifer Shanoski offered to go through the previous year's BAM Task Force committee minutes which Richard already shared with her and summarize it.</p> <p>Proposed that the BAM Taskforce compose of one representative from each college selected by the Presidents. One Classified Senate from Local 1021 and 39. One representative from PFT and One Senate Representative each. The District representation would be the Vice Chancellor for Finance &amp; Administration and the Budget Director. It is estimated that there would be 11 people.</p> <p>Jennifer requested that people email here of who is going to attend the BAM Taskforce meeting.</p> <p><a href="#">Motion and seconded for Jennifer Shanoski to be charged with the items she is volunteering to do. The items are to:</a></p> <ol style="list-style-type: none"> <li><a href="#">1. Email the people listed as each representative ask who they are appointing.</a></li> </ol>		
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			<p>2. Obtain list of members and send a doddle poll to get a meeting date the first week after Thanksgiving holiday.</p> <p>3. Review the notes from the previous year to summarize what was completed.</p> <p>Motion approved unanimously.</p> <p>Jennifer Shanoski was thanked for volunteering.</p>		
<b>E. Budget Development Calendar</b>		E.3 — Fiscal Oversight	<p>The 2021-22 Budget Development Calendar draft was made available to the members and posted at the following District website link:</p> <p><a href="https://web.peralta.edu/business/budget-development-calendar/">https://web.peralta.edu/business/budget-development-calendar/</a></p>		
<b>F. PBC Bylaws and PBIM Charge</b>		E.3 — Fiscal Oversight	<p>Co-Chair Renbarger discus and provided information from the PBIM Manual that as of 2017-18 there is a defined membership. The PBC is in close alignment with it. It appears the Budget Director (Vacant) position should not be on the list of membership.</p> <p>Important to note that one of the Academic Senate President’s would be the Faculty Co-Chair of the PBC.</p> <p>Motion in order to update the committee membership to stipulate that one of the Academic Senate Presidents would be listed as the Faculty Co-Chair and that Budget Director be listed in the membership for the PBC.</p>		



