

PORTERVILLE COLLEGE
Budget Committee Agenda
April 30, 2021
8:30-10:00 AM
Via Zoom

Chairs: Arlitha Williams-Harmon/Joel Wiens

Members: Vern Butler, Matthew Flummer, Jodie Logan, Theodore "Diran" Lyons, Michelle Miller-Galaz, Jay Navarrette, Jacqueline Peters, Miguel Ruelas, Thad Russell. John Word (Guest)

I. Call to Order – 8:36

II. Approval of Agenda:

M/S/C: Jay Navarrette/Miguel Ruelas.

III. Approval of Minutes:

M/S/C: Miguel Ruelas/Matthew Flummer.

IV. Budget Calendar Review

The Budget Open Forum will be on May 5th at 2:00 pm. A time change was noted for May 7, 2021 meeting. It will now be from 9:30 to 10:30 to allow members to attend the Academic Senate Meeting. Orientation packets will be sent out to new members of the Budget Committee. On May 3, College Council will discuss the FY 21-22 Tentative Budget. The May Revise will be issued mid to May. The PC's DWBC members will give an update at the next meeting and include discussions on the District Reserve recommendations.

V. FY21-22 Budget Request Review:

• M&O

1. 530UT1 (Utilities).

This budget includes rate increases for laundry and rodent control. John Word gave an overview of the new system to reduce electricity consumption. Currently, the HVAC system for the Allied Health and Math & Science buildings has been completed and they are more energy-efficient. Joel Wiens inquired about the actual savings from the Solar Panels. John Word explained that the Solar panels are designed to supply 80% of electricity but increased load and changes in the peak time with rate increases have offset some of the solar panel savings.

2. 536MOB (Building)

Structural maintenance and updates will have to be made from this budget. Updates to energy management, fire and safety systems are needed because current technology is obsolete. We are looking to fund these upgrades from PC102 not from the GU001 fund. This budget will also include increases for overtime due to preparation to return to campus and emergency events. Some offset to this increase will be a reduction in travel expenses by continuing virtual training. Joel Wiens asked if improving the Forum was included in this budget. Dr. Harmon and John Word explained that although it is not in this budget, many of the issues have been addressed with other improvements or will be included in other budget considerations.

3. 536MOC (Custodial)

The Budget is decreasing due to having reduced events on campus and will continue to support Athletics as they come back. Dr. Harmon explains that we are looking at adding substitute Custodians for included cleaning of high touch surfaces. It is possible these costs could be covered by COVID Funds. Custodial supplies costs are increasing. Custodial equipment we are looking to repair instead of replacing.

4. 536MOD (M&O Office)

This budget is also reducing travel by using remote training. We are moving forward with the School Dude software upgrade. This will allow more efficiency in scheduling. The Music department will also be able to use this program for scheduling practice sessions to add to efficiency. The actual software was paid for by COVID Funds but the other components such as Maintenance and modules of the School Dude program will be paid

for out of GU001.

5. 563MOG (Grounds)

The Grounds budget includes increases for OT for maintaining the fields and scheduled events as well as some changes in the fields. This will be discussed at the open forum. This Budget also includes funds to replace mowers.

6. 536MOV (Vehicles)

The Vehicle budget has decreased due to less travel and fuel costs. Although with social distancing, we need extra vans, we did have cost savings by turning the leased vans back to the company and renegotiated the contracts.

7. COVID

The COVID budget is being used to purchasing several items for students returning to campus. Barricades, cones, PPE, and additional scanners are among those purchases. Touchless technology is being implemented to keep restrooms cleaner. Purchasing Kaivac cleaning machines will be a huge expense but is an all-in-one piece of equipment that will sanitize to hospital-grade and multiple Kaivacs will help buildings be cleaned more often. Coffee Kiosks are being added to help with social distancing along with additional outdoor seating.

VI. President's Office: This budget will be reviewed at the May 7 meeting.

VII. Presentation for Open Forum:

Dr. Harmon shared the open forum presentation. She went over anticipated next year's FON compliance and advised the District would need to add approximately sixteen new full-time faculty. The FON allocation will be reviewed by the president and PC may receive one or two of those. Dr. Harmon also shared the increases to payroll benefit expenses and how that will affect the District-wide Budget. The questions for the Chancellor/CFO Open Forum questions were reviewed. Dr. Harmon, Interim CFO, will represent the District in answering these questions. PC's budget overview was also presented with details on employee compensation and the early retiree package. Reopening measures were also discussed.

VIII. Other:

Dr. Harmon will email the updated President's budgets and is working on incorporating the benefit rate changes. Joel spoke with Kendra and verified her request was to replace 16 computers and get 16 new computers that will be paid for by COVID.

IX. Future Agenda items

Revise Budget Calendar (ongoing)

X. Adjournment 9:46

Next Meeting: May 7, 2021, 9:30-10:30 via Zoom