



**September 8, 2023, 9:00 am to 10:30 am**  
**Meeting Location: Zoom Video Conference ID: 769-987-656**

<b>PBC COUNCIL MEMBERSHIP</b>	<b>Membership – 14; Quorum – 8</b>
<b>Dr. Nathaniel Jones III, Tri-Chair, Interim Vice Chancellor, Finance &amp; Admin.</b>	Dr. Diana Bajrami, Acting President, COA
<b>Thomas Renbarger, Tri-Chair, Academic Senate Pres.</b>	Jeffrey Sanceri, President, PFT
<b>Kawanna S. Rollins, Tri-Chair, Classified SEIU Representative</b>	Dr. Stacey Shears, Vice President of Student Services, BCC
Dr. Marla Williams-Powell, Interim Associate Vice Chancellor for Finance & Administration	<a href="#">RJ Ishimaru, Student Representative</a>
Matthew Goldstein, DAS President	Dr. Francisco Herrera, Institutional Research Designee
Matthew Freeman, Faculty, BCC	Javier Lopez, Local 39 Representative
<a href="#">Sinead Anderson, SEIU Representative</a>	
David M. Johnson, President, Merritt College	Richard Ferreira, Executive Assistant, District, Notetaker (non-voting)
	<b>*NOTE: Blue identified as absent</b>

**Guests**

Albert Maniaol, Director of Academic Affairs, District	Leslie Blackie, Faculty, Laney College
Amy Marshall, Director of Facilities & College Operations, Laney	Marie Amboy, Acting Vice President of Academic Srvs., Merritt
Andrea Epps, Dir. of Employee Relations & Diversity Programs, District	Richard Ferreira, Executive Assistant, District, Notetaker (non-voting)
Atheria Smith, Interim Vice Chancellor of General Services	Richard Thoele, President, Local 1021
Azul Lewis, Faculty, BCC	Roberto Gonzalez, Publicist
C.M. Brahmbhatt, Consultant	Dr. Rudy Besikof, President, Laney College
Dave Vigo, Budget Director, Finance & Administration, District	Sasha Amiri, Assistant to the Chancellor, District
Dr. Jannett N. Jackson, Interim Chancellor, District	Sean Brooks, Vice President of Administrative Services, BCC
Dr. Ronald McKinley, Interim Vice Chancellor, HR	Thomas Torres-Gil, Director of International Services, District
Dr. Stephanie Droker, Deputy Chancellor & COO, District	Tim Thomas, Director of Public Safety, District
Jamille Teer, Facilities Project Coordinator, District	
Joseph Bielanski, Articulation Officer, BCC	

## Planning & Budgeting Committee (PBC) Minutes

Agenda Item	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
<b>I. Standing Items</b>					
<b>A. Call to Order</b>			The PBC meeting was called to order at 9:03 am. Quorum was met.		
<b>B. Adoption of the Agenda</b>			Motion and seconded to accept the Agenda with the amendment. Motion approved unanimously.  Recommendation of proposed Final Budget to PGC.		
<b>C. Approval of Minutes</b>			Motion and seconded to accept the Minutes from May 26, 2023. Motion approved.		
<b>D. Report of Action Taken</b>			FY 2023-24 Tentative Budget approved by the Board of Trustees on June 27, 2023.		
<b>E. Report of College Budget Committee</b>			To be discussed at a future meeting.		
<b>F. Public Comments</b>			No public comment at this time.		

**Planning & Budgeting Committee (PBC)  
Minutes**

II. Carried-Over and New Items	Committee Goal	Strategic Plan Goal	Outcome	Action Items	Follow Up on Action Items
<p><b>A. Adoption of the Tentative Budget Assumptions for Tentative Budget FY 2023-24</b></p>		<p>E.3 — Fiscal Oversight</p>	<p>Dr. Jones provided a presentation. He also thanked the Finance Department team for providing this information to the PBC before the Board of Trustees. Before the actual copy of the Budget Book was not provided to the PBC prior to the Board of Trustees.</p> <p>Dr. Jones presented the budget proposal for the fiscal year, which included a revenue budget of \$106.47 million and an expense budget of \$106.475 million. He explained the allocation of expenses and revenues based on various colleges and districts. Dr. Jones discussed the components of total computational revenue, including base, supplemental, and success measures. He also mentioned that the district has a projected revenue for 2024-2025 of around \$3.5 million, and the expense budget consists of 84% employee-related costs and 16% for other expenses. He stated that the employee-related expenses are based on the current position control, vacant positions, and frozen positions. Dr. Jones also mentioned that the district aims to maintain a balanced budget and two months of operating reserves.</p> <p>There were concerns about the budget discrepancies, overspending, and the use of planning documents in budget development.</p> <p>Dr. Jones explained the budget process, emphasizing that the Chancellor makes the final recommendation to the Board, after gathering input from stakeholders.</p>	<p>The Final Budget as presented to be passed to the PGC and requested approval of Shared Governance.</p>	

## Planning & Budgeting Committee (PBC) Minutes

			<p>It was emphasized the need for ongoing discussions and actions regarding budgetary matters, rather than waiting until certain times of the year. There were concerns expressed regarding the lack of understanding of budgetary laws and processes and noted the importance of closing financial gaps and realigning the organization.</p> <p><i>Motion to accept the proposed Final Budget as presented. Motion passed.</i></p>		
<b>C. Agenda Items for next meeting</b>			To be discussed at a future meeting.		
<b>III. Next Meetings</b>			To be determined.		
<b>IV. Adjournment</b>			<p>The PBC meeting was adjourned at 10:36 am*.</p> <p>*The PGC meeting commenced directly afterwards.</p>		