



**PERALTA COMMUNITY COLLEGE DISTRICT
PARCEL TAX OVERSIGHT COMMITTEE
MEETING MEETING MINUTES**

Wednesday, April 14, 2021

Meeting Time: 3:15 pm to 5:00 pm

Location: Zoom Video Conference

Meeting ID: 972-1409-8235

Committee Members (Present):

Debra Weintraub, Chair
Oscar F. Porter, Vice
Chair Zac Unger
Monica Henestroza

Committee Members (Absent):

Aisha K.L. Jordan

PCCD Staff Present:

Adil Ahmed, Acting Vice Chancellor, Finance & Administration
Siri Brown, Vice Chancellor of Academic Affairs & Student Success
Marla Williams-Powell, Acting Executive Fiscal Director, Finance & Administration
Mark Johnson, Executive Director of Marketing, Communication & Public Relations

Richard Ferreira, Executive Assistant, Finance & Administration (Minutes)

Joan Davis, Staff Assistant, Finance & Administration (Minutes)

Guests:

Louis Quindlen, Faculty, Laney College
William Ink, Student/Staff Report, Citizen
Helen Ku, Senior Research and Planning Analyst, Institutional Research
Luke Wrin Piper, Student Journalist, Laney College
Jennifer Shanoski, President PFT
Jeffrey Sanceri, Faculty/PFT
Helen Ku, Senior Research and Planning Analyst, Institutional Research
Chris Foster, Dean of Liberal Arts & Social Sciences, Merritt College

Minutes Recorded by: Richard Ferreira, Executive Assistant, Finance & Administration
Joan Davis-Pinkney, Staff Assistant, Finance & Administration

1. Call to Order and Introductions – Chair Weintraub

Meeting was called to order at 3:24 p.m. by Debra Weintraub with quorum.



2. Review of Agenda – Chair Weintraub

Motion and seconded to approve the Agenda with no changes.

Motion approved unanimous.

3. Approval of Minutes from February 3, 2021 Meeting- Chair Weintraub

The meeting minutes were placed on hold until Chair Weintraub is able to submit her corrections and clarification on a word document. Meeting minutes were moved to the meeting on 6/9/2021.

4. Public Comments – Chair Weintraub

No public comments were made at this time.

5. Update/ Report on PTOC Annual Report to Board of Trustees on April 13, 2021

The report was submitted which was worked on as a committee. It was important to note that the communication between the District and the committee was efficient and the information requested was received. The committee would like to be able to compare the monies from previous years in the same manner with consistent format. Also, they would like to ensure that the intent of the voters is being followed and the monies are being used as stated in the Parcel Tax.

The committee addressed the concern of their membership. The committee will soon have two (2) members only on the committee. This concern was presented to the Board of Trustees. There were six (6) recommendations that were made during the meeting and the response from the Board of Trustees was positive.

It was suggested that the committee communicate more regularly with the board. It was noted that information be given to the committee on a regular basis, either monthly or quarter which will be discussed in the future. VC Siri Brown was acknowledged for her efforts and contributions.

6. Review of materials/data collected by the District at request of the PTOC

The committee asked for both qualitative and quantitative reports. A questionnaire was sent out to the colleges requesting information. The primary goal in the request was to find out what the tax payers are getting for the Parcel Tax.

It was suggested that there should be more discussions amongst each other. This was a first step in what the committee is looking for in order to get to the core of what is needed.



Peralta Community College District

The committee would like to know based on the report that was received about Laney College. They want to understand how many sections of something are being taught and were trying to compare courses to previous courses. For example, on the report it showed 147 sections in Liberal Arts education was being funded through the Parcel Tax, 67 sections in Science and 62 sections in Workforce Development. What the committee would like to understand is how many of those courses existed because of the Parcel Tax. The number of under enrolled classes which wouldn't have been cancelled if not for the funding. The committee would like to clarify if these are new classes if these or are these classes the same ones that would have closed due to low enrollment and the colleges are reporting using Parcel Tax monies for these.

According to the administration last night after the Board meeting it became clearer on what information is being requested by the committee. We will now be able to tell you how many are courses are being offered through the General Fund (Fund 01) versus the Parcel Tax. We would not be able to offer all of these courses, all of these sections or the additional counseling hours and tutors without the Parcel Tax. It plays a key piece in our course offerings. Low enrolled classes are currently not how the administration is thinking of using the Parcel Tax moneys that is not a direct factor. We are able to offer more sections for the students for the community because of the Parcel Tax.

Since 2015-2016 and prior to the pandemic Peralta had a fast-paced decline in enrollment. If we did not have the Parcel Tax there would be a large deficit in the General Fund. The Parcel Tax helps to sustain the classes throughout the District.

Jennifer Shanoski let the committee know that she understands the situation we would be in is one with a lot of trouble without the Parcel Tax, but she is not sure of whether or not it is accurate to say that we wouldn't be offering the same number of classes because what we do at the end of the year. According to her understanding and she has been coming to these meeting for a while and following the numbers. What we do at the end of the year, we have to shift numbers. Dollars that were budgeted through the Parcel Tax are actually then spent from Fund 1 because we are not going to hit the 50% Law. She understands the language being used. We are planning schedules using Parcel Tax dollars in order to fund classes. Then we cancel classes and so actual expenditures are different than what the planning indicates. So is it actually and true that at the end of the year without Parcel Tax dollars we would have fewer classes. Yes, we would be in trouble because we would lose \$8 million dollars but would be have fewer classes.

According to administration the Hold Harmless will expire by the 2023-2024 Fiscal Year. Starting on July 1, 2024, if we do not get the Hold Harmless and the State we will have a shortfall of over \$15 million dollars.



Peralta schedules the classes based off of the targets and we schedule based on the FTES allocation. When you look at the cancellation of sections, yes, some classes are cancelled due to low enrollment but additional classes are added to late start. If you look at the end of an academic year, the colleges have still spent the same amount of FTES. There is a flex of goals that the colleges are trying to make but every year the colleges are spending the FTES i.e., the sections. It means that the planning includes the Parcel Tax because without it we would have to plan much fewer sections and by the time it is all said and done in one academic year.

The committee believes that there should be some type of way to capture the sections (courses) to know what is being offered now as well as before the Parcel Tax. Administration agreed and now that it is clearer about what it is that the committee is requesting, it will be provided. The monies are being used for the purposes of instruction and instructional support in alignment with the language of the Parcel Tax. To not have those funds would mean that we have to reduce all of that. There was a 4-5 % decrease in enrollment each year.

Administration stated they were not sure if there is a connection between loss of CTE students and the Parcel Tax, but we do know somethings about why our students are leaving, data wise. Helen Ku has been looking at our EW request we know that it predominantly affecting our African American students and our CTE students and the Latin X students, as well.

Jennifer Shanoski stated to the committee that she agrees that Counseling and Librarians and other items mentioned by VC Brown are vital to the success of our students and believes more are needed. The Parcel Tax is not intended to pay those costs, and in fact, the AB 6741 specifically states that the funds are supposed to be used for instructional purposes. She believes the instructional purposes are defined by state law pretty narrowly and excludes things like Counseling, and Librarian services. She believes it is important to know and that one of the biggest concerns is that Parcel Tax money has been used for non-instructional uses.

The committee stated that one of their concerns with looking over the spreadsheets that was received. This was brought up at the board meeting as well. For the years, for the last 6 years Other Post-Employment Benefits (OPEB) has always been a chunk of the Parcel Tax money expenditures and also, medical benefits.

Administration stated that first we have to understand that Parcel Tax is for instructional purpose and we also have it for non-instructional support services. It does not say that 100% needs to be used for instructional. A majority should be spent on instructional. The OPEB is 7.5% for each employee based on the salaries. There was an audit report where the auditor has confirmed and went line by line with this.



The committee was concerned of what items would be identified in an audit. The measure approved by the voters states no funds shall be used for administrator salaries and to the extent for instances that OPEB includes administrators would be a point that may to be clarified. Administration responded that OPEB does not include administrators.

Administration stated that for the renewal there have been no funds spent outside of instructional. The funds were spent on Measure B not for the renewal of the Parcel Tax. If it states that it is for 100% instructional then it will be used for 100% instructional it will not be used for OPEB. The one that we were taking about ended last year. The renewal is up to the College Presidents or Vice Presidents of Instruction to do what they are supposed to do with those funds.

Clarification on Counseling, Librarians and non-instructional positions was stated that Counseling classes are classes that are under Vice President of Student Services. That is an organization structure issue. It was suggested that we get a clear understanding about the new Measure E funds. As this is what we are working on this fiscal year. This committee has to decide how we are going to look at the spending of funds. Every year Finance receives the numbers and issues funds out to the colleges and a certain amount of monies to be used as stated in the measure. It is up to the colleges to make sure that the funds are being used in the correct way.

7. Urgent need for new member for current PTOC

Per the committee there is an urgent need for new members as there are two (2) members which will be leaving. By law the District needs to have an oversight committee. Anyone can join the committee, however, there is a need for someone that is able to read and understand audit material.

Luis Quindlen asked if he was able to join the committee because his concern is he currently receives a stipend as a tenure review coordinator for the District. The concern is to know if he would he be excluded from consideration for membership. He would like to know if he turned down the stipends or direct the stipends to a foundation. It was stated that the District would need to look in to it and VC Siri Brown will research.

It was asked who VC Brown and Helen Ku can work with on the template prior to June 30th to make sure that the template has the requested information. It was stated that Vice Chair Oscar Porter will work with VC Siri Brown and Helen Ku.



Mark Johnson is assisting with getting new members and it is a two-part process. The first part is getting the word out to get people to apply for membership and this is the part that he is responsible for. He will have two different approaches. One will be an organic (nonpaid), for example, using social media to get the word out and word of mouth. The other will be a paid approach and that will be advertising for the committee to get people to express any interest.

Once an individual expresses their interest the next step will be completing an application. Applications will go to Sasha Amiri, the Assistant to the Chancellor as the point person. She will be responsible for gathering those applications and placing them in board docs so that the Board of Trustees can review and approve the committee members which is done per the by-laws.

It was suggested that information be disbursed to the classified and faculty retire organizations. It was suggested that there be some type of link provided to allow those interested in applying. It was stated that it would be nice if the website could be updated with current information and the link for the application. Mark Johnson stated that he is currently working on redoing the website. He will make sure that he cleans up the website and makes it more explicit for Parcel Tax. He will do this now and he will not be waiting for the new website design in Fall of 2021. He asked if he could edit the draft and send changes to the committee for approval.

The committee agreed that it would be a good idea to reach out to Oakland and East Bay faith-based organizations.

8. Next meeting- The next meeting will be on June 9, 2021. This will be Chair Weintraub and Zac Unger's last meeting. Chair Weintraub thanked everyone for their time and appreciated the experience of the years with Peralta. Per the administration the committee and the public were thanked for their work and time on working with the District.

9. Announcements

There were no announcements.

10. Closing Remarks

No other concerns to address at this time.

11. Adjournment

The meeting adjourned at 4:59 pm