

**ADOPTED MINUTES**

**FOR THE REGULAR MEETING OF THE  
IMPERIAL COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Wednesday, September 10, 2003**

On Wednesday, September 10, 2003, Board President Romualdo Median, called the regular meeting of the Imperial Community College District Board of Trustees to order at 6:02 P.M., in the Administration Building Board Room.

BOARD MEMBERS PRESENT: Carlos R. Acuña, Marian Long,  
Romualdo Medina, Rebecca Ramirez,  
Louis Wong

BOARD MEMBERS ABSENT: Rudy Cardenas, Kelly Keithly

REPRESENTATIVES PRESENT: Jim Pendley, Academic Senate  
Gail Parish, Classified  
Miriam Trejo, Students

CONSULTANTS PRESENT:

Dr. Paul Pai, Superintendent/President  
Carlos Fletes, Vice President for Business Services  
John Hunt, Vice President for Academic Services  
Dr. Victor Jaime, Vice President for Student Services  
Dr. Marion Boenheim, Director of Human Resources  
Frank Oswalt, Legal Counsel

VISITORS PRESENT:

Kathy Berry; Ted Ceasar; Edgar Coronel; Renee Fenn; Dr. Jim Fisher; Eileen Ford; Laurie Franks; Bill Gay; Joel Hamby; Gonzalo Huerta; Jan Magno; Josefina Ponce; Jesse Salas.

WRITTEN COMMUNICATIONS

1. Carlos Fletes, Vice President for Business Services  
(Resignation/Request for Reassignment)
2. Michelle Yanez, Board President, Rio Hondo College  
(RE: Association of Community College Trustees, ACCT)

PUBLIC COMMENTS

Rick Webster, Director of Maintenance and Operations, thanked Carlos Fletes for doing an outstanding job as Vice President for Business Services during the past 3½ year.

Laurie Franks, Director of Purchasing and Warehouse, also made positive comments for the job that Carlos Fletes had performed.

Joel Hamby's statements continue to express concern over the District providing medical benefits to domestic partners.

Calexico Unified School District Superintendent, Dr. David Alvarez, stated that he wanted to reciprocate Dr. Pai's visit of his Board. Calexico Unified School District shares our vision to provide the best possible services and wants to partner with IVC in any way possible.

Renee Fenn, Dean of Instruction for Extended Campus, thanked Dr. Alvarez for use of classrooms, and for interacting and collaborating with IVC.

#### SDICCCA ALLIANCE MEETING

Marian Long and Dr. Pai attended SDICCCA Alliance meeting on Monday, May 8. Mrs. Long presented the following information:

- The search for a new Chancellor for the California Community Colleges is underway, and selection should be announced in November. It is important to find someone who can influence the Legislature.
- The intent of AB 1417 (Pachecho) Property Tax Fairness, is to fund property tax backfills, along with a requirement that the Board of Governors report to the Legislature by May 15, 2004, on changes to the community college funding formula to provide "comparable funding" per student.
- CCLC opposes Proposition 54.
- AB 1207 (Corbett) STRS Golden Handshake, makes available to schools and community college districts, early retirement incentives options to offer employees who are STRS members.
- AB 40 would equalize funding for all community colleges.

#### ASSOCIATED STUDENT GOVERNMENT UPDATE

ASG President, Miriam Trejo, reported on the following ASG activities:

- The information booth provided for students at the beginning of the semester was well received.
- Senator elections were held on September 8-9.
- Swearing in of the newly elected Senators will take place at the ASG meeting on September 15.

- Hispanic Heritage Week takes place during September 15 to 19.
- The office in the College Center is being remodeled with new furniture.

#### ACADEMIC SENATE UPDATE

Academic Senate President, Jim Pendley, reported the following:

- To help communications between the students and adjunct faculty members, the Senate is investigating the possibility of providing e-mail accounts and voice mail for per-session instructors.
- The new members of the Equivalency Committee are Larry Welch, Christa Byrd, Janeen Kalin, and alternate, Alex Voldman.
- Election for Senate President will take place at the end of October.
- The process of reviewing the Policies and Procedures is going well.

#### PRESIDENT'S UPDATE

Dr. Pai reported the following:

- The CCLC Annual Convention will take place on November 20-22, at the Oakland Marriott and Convention Center. The SDICCCA Caucus will be gathering during this time.
- Jesse Salas was introduced as Interim Vice President for Business Services.
- 8,800 students applied to attend UCSD, 5,053 were admitted and 1,500 actually entered. From IVC 16 applied to attend UCSD, 12 were admitted and 7 actually entered.
- There will be 17 Community Focus Group meetings, which have been organized by the 14 member Visioning Steering Committee. The first Focus Groups will meet in Niland on September 23, in Calipatria on September 24, and Westmorland on September 25.

BUDGET UPDATE

Carlos Fletes shared information relating to the 2003-2004 budget as follows:

- The budget adoption deadline has been extended to October 15, 2003.
- No growth or COLA will be included in the budget.
- There is additional anticipated reduction in the 2003-2004 budget of \$26,744, due to the concurrent enrollment issue.
- There is a possibility of mid-year cuts. The practice of a conservative approach will continue.
  - The State Department of Finance is overestimating property taxes by approximately \$500,000, which has an immediate impact in the State Apportionment.
  - Major changes included in the budget are (1) Health Insurance increase of 14% or \$420,000; (2) PERS increase of 7.659% or \$406,733; Retirement Incentives of \$104,065; Lease Revenue Bond Annual Payment of \$300,000.
  - The Reserves will go back to 6%.

There will be a cautious approach to this budget year and in the future.

CHANGE BOARD MEETING DAY AND TIME

This issue will be discussed when Mr. Keithly is present.

ACCT/RESPONSE TO INVITATION TO JOIN

The Board discussed paying the \$1,894 membership fee for Association of Community College Trustees. The consensus was not to join at this time.

M/S/C Ramirez/Acuña to approve the Minutes for August 13, 2003

M/S/C Ramirez/Acuña

Resolution No. 12779: **PURCHASE ORDERS**

BE IT RESOLVED that the issuance of current year Purchase Order Nos. 0400171 through 0400392, 4504002 through 4504003, and 4004009 through 4004011, inclusive are approved.

BE IT FURTHER RESOLVED that the issuance of Dummy Purchase Order Nos. 0400156 through 0400299

M/S/C Ramirez/Acuña

Resolution No. 12780: **PAYROLL WARRANT ORDERS**

BE IT RESOLVED that Payroll Warrant Order No. 3 in the amount of \$78,106.24 and Warrant Order No. 4 in the amount of \$1,263,361.94 be ratified.

M/S/C Ramirez/Acuña

Resolution No. 12781: **COMMERCIAL WARRANT ORDERS**

BE IT RESOLVED that Commercial Warrant Orders on the General Fund be ratified as follows:

5 in the amount of \$262,507.13  
6 in the amount of \$185,076.78  
7 in the amount of \$240,200.49  
8 in the amount of \$ 81,549.36

M/S/C Ramirez/Wong

Resolution No. 12782: **VISION DRIVEN STRATEGIC PLANNING CONSULTANT**

BE IT RESOLVED that the firm of Caldwell Flores Winters, Inc., be employed to assist the District in its Vision Driven Strategic Planning process.

BE IT FURTHER RESOLVED that the Superintendent/President be authorized to sign all necessary contracts on behalf of the district.

M/S/C Ramirez/Acuña

Resolution No. 12783: **CONTRACT FOR MANDATED COST CLAIM SERVICES**

BE IT RESOLVED that the District enter into a contract with Centration, Inc. to prepare all mandated cost claims, including all unfiled and amendable claims, which must be filed within the 2003-2004 fiscal year and by June 30, 2003 to be reimbursed.

BE IT FURTHER RESOLVED that the term of the contract will be July 1, 2003 through June 30, 2004, and the annual fee will be \$8,500, plus expenses. Said fees and expenses are reimbursable by the State.

BE IT FURTHER RESOLVED that the Superintendent/President and/or the Vice President for Business Services be authorized to sign the contract on behalf of the District.

<p><b>Fiscal Impact Statement:</b> Total cost of \$8,500 plus expenses are fully reimbursable by the state under the Mandated Cost Reimbursement Program. No financial impact on the District's general fund.</p>
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M/S/C Ramirez/Acuña

Resolution No. 12784: **IVC GRANTS BANK ACCOUNT**

WHEREAS, Imperial Valley College wishes to offer students the option of receiving grant disbursements via direct deposit; and

WHEREAS, such services are available through Wells Fargo Bank.

NOW, THEREFORE, BE IT RESOLVED that the Board authorizes the Superintendent/President and/or the Vice President for Business Services to sign all necessary documents required to open a bank account at Wells Fargo Bank to be entitled the IVC Grants Account.

BE IT FURTHER RESOLVED that the authorized signers for the IVC Grants Account are the Superintendent/President, the Vice President for Business Services, the Vice President for Student Services, and the Director of Fiscal Services.

BE IT FURTHER RESOLVED that Wells Fargo Bank be authorized to accept a facsimile signature of two of the authorized signers on all checks, drafts or other orders for the payment of money drawn on the IVC Grants account.

NO ACTION TAKEN

Resolution No. 12785: **REVISION TO STANDING COMMITTEES--  
ENVIRONMENTAL HEALTH AND SAFETY COMMITTEE**

BE IT RESOLVED that the Board approves the following revision to Board Resolution No. 12427 Standing Committees Restructuring, dated May 8, 2002:

CAMPUS OPERATIONS COMMITTEE will be created, which would include the current Building and Grounds Committee, Food Services Committee, ~~Safety and Environmental Health Committee~~, and a newly formed Bookstore Committee.

BE IT FURTHER RESOLVED that the Board approves the recommendation of Cabinet, College Council and the Campus Operations Committee to establish the **Environmental Health and Safety Committee** as a standing committee, effective immediately.

BE IT FURTHER RESOLVED that the function, activities, and membership of the committee are as follows:

To carry out its mission to foster excellence in education for its students, the District must provide a safe learning and working environment for its students, faculty and staff. The purpose of the Environmental Health and Safety Committee is to create and maintain such an environment. The committee proposes to accomplish this purpose through the following functions and activities:

#### Functions

- create and maintain active interest in health and safety and to increase commitment to these issues;
- stimulate an awareness of health and safety issues in an atmosphere of cooperation between campus constituencies and increase motivation and morale;
- identify problems;
- formulate policy and procedures;
- monitor and improve workplace health and safety;
- ensure that District safety programs and procedures are in compliance with state and federal statutes and regulations.

#### Activities

- develop and implement programs to protect employees safety and health;
- deal with employee complaints and suggestions concerning health and safety;
- set up and promote programs to improve employee training and education;

- accident investigation and follow up;
- consult with professional and technical experts;
- make recommendations to management for accident prevention and safety program activities;
- monitor effectiveness of programs and procedures;
- periodic surveys and inspections to detect hazards and make recommendations for change;
- review and investigate reports of hazardous conditions and coordinate corrections;
- disseminate information about requirements concerning workplace health, safety, and environmental protection;
- hazard reporting and accident/injury recordkeeping.

The Environmental Health and Safety Committee shall be composed of the District's Safety Administrator, representatives from all major departments/areas, collective bargaining unit representatives, and student representatives. The committee shall meet regularly, not less than quarterly, and report to College Council.

M/S/C Ramirez/Acuña to go into **CLOSED SESSION**

1. CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation--  
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: One case
2. CONFERENCE WITH DISTRICT NEGOTIATORS
3. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
PROPERTY: 1681 West Main, El Centro  
Negotiating Parties: Imperial Community College District and Essex Realty  
Under negotiation: price, terms of payment, tenant improvements
4. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
PROPERTY: Fourth Street and Aurora Drive, El Centro  
Negotiating Parties: Imperial Community College District and Castillo Construction for Preciado Family Trust  
Under negotiation: price, terms of payment, tenant improvements
5. CONFERENCE WITH REAL PROPERTY NEGOTIATORS  
PROPERTY: Fourth Street and Wake Avenue, El Centro  
Negotiating Parties: Imperial Community College District and Duflock & Associates  
Under negotiation: price, terms of payment, tenant improvements



M/S/C Acuña/Wong to go back to **OPEN SESSION:**

Board President Medina announced that in Item 1 direction was given to Legal Counsel; Item 2 direction was given to District Negotiations; and Items 3, 4, and 5 direction was given to Property Negotiators.

M/S/C Wong/Long

Resolution No. 12786: **MEDICAL AND PRESCRIPTION DRUG PLAN**

WHEREAS, the recommended minimum funding level for 2003-04, for the District's self-insured medical and prescription drug plan is an increase of 29.4%; and an increase of 24.7% overall, for all health plans; and

<b>CERTIFICATED FUNDING LEVELS (for comparison purposes)</b>					
<b>SELF FUNDED WITH BLUE CROSS AS ADMINISTRATIVE SERVICES PROVIDER</b>					
<i>Plans</i>	<i>2002-03</i>	<i>Keenan</i>	<i>Increase</i>	<i>Keenan</i>	<i>Increase</i>
	<i>IVC</i>	<i>Recommended</i>	<i>Over</i>	<i>Minimum</i>	<i>Over</i>
	<i>Budget</i>	<i>Increase</i>	<i>2002-03</i>	<i>Recommended</i>	<i>2002-03</i>
			<i>IVC</i>	<i>Increase</i>	<i>IVC Budget</i>
			<i>Budget</i>		
Medical/Rx	<b>649.11</b>	<b>872.6</b>	<b>34.43%</b>	<b>839.95</b>	<b>29.40%</b>
Dental	80.41	82.15	2.16%	78.54	-2.33%
Vision	14.82	13.61	-8.16%	13.06	-11.87%
Provident Life	10.42	10.42	0.00%	10.42	0.00%
Life Insurance	2.40	2.52	5.00%	2.52	5.00%
<b>TOTAL</b>	<b>\$757.16</b>	<b>\$981.30</b>	<b>29.60%</b>	<b>\$944.49</b>	<b>24.74%</b>

All premiums tenthly

WHEREAS, a fully insured plan through Blue Cross that will match the District's current plan (with the exception of a increase in the mental health benefit, as mandated by state law), effective October 1, 2003 would be an increase of 17.26% for the medical and prescription plans, and a 14.33% overall increase for all health plans; and

<b>BLENDED FULLY INSURED RATE THROUGH BLUE CROSS</b>					
<b>MATCH CURRENT MEDICAL PLAN, REPLACE ADVANCE PCS W/RX4</b>					
<b>RX: 90 Day Mail Order; 34 day OR 100 Units supply, whichever is less, Retail</b>					
<i>Plans</i>	<i>2002-03</i>	<i>Keenan &amp;</i>	<i>Increase</i>	<i>Keenan &amp;</i>	<i>Increase</i>
	<i>IVC</i>	<i>Blue Cross</i>	<i>Over</i>	<i>Blue Cross</i>	<i>Over</i>
	<i>Budget</i>	<i>Recommended</i>	<i>2002-03</i>	<i>Minimum</i>	<i>2002-03</i>
		<i>Increase on</i>	<i>IVC</i>	<i>Increase on</i>	<i>IVC Budget</i>
		<i>Ancillary</i>	<i>Budget</i>	<i>Ancillary</i>	
		<i>Plans</i>		<i>Plans</i>	
<b>Medical/Rx</b>	<b>649.11</b>	<b>761.12</b>	<b>17.26%</b>	<b>761.12</b>	<b>17.26%</b>
Dental	80.41	82.15	2.16%	78.54	-2.33%
Life Insurance	2.40	2.52	5.00%	2.52	5.00%
Vision	14.82	13.61	-8.16%	13.06	-11.88%

Provident Life	10.42	10.42	0.00%	10.42	0.00%
<b>TOTAL</b>	<b>757.16</b>	<b>869.82</b>	<b>14.88%</b>	<b>865.66</b>	<b>14.33%</b>

WHEREAS, the Insurance Committee has recommended approval of the change to the fully insured Blue Cross plan, effective October 1, 2003.

NOW THEREFORE, BE IT RESOLVED that the Superintendent/President and/or the Vice President for Business Services be authorized to sign all the necessary documents to effectuate the change on behalf of the District.

**Fiscal Impact Statement: Total increased annual cost of \$417,775 (based on 385 covered employees and retirees) to be paid from the General Fund.**

M/S/C Ramirez/Wong

Resolution No. 12787: **RESIGNATION OF ADMINISTRATIVE PERSONNEL**

BE IT RESOLVED that the Board accepts, with sincere regret, the resignation of Carlos Fletes, Vice President for Business Services, effective September 12, 2003.

BE IT FURTHER RESOLVED that the Board approves his request to be re-assigned to the position of Director of Fiscal Services, effective September 15, 2003.

BE IT FURTHER RESOLVED that sincere appreciation be expressed for his three and one-half years of service to the District as Vice President for Business Services.

M/S/C Wong/Long

Resolution No. 12788: **REPLACEMENT OF ADMINISTRATIVE POSITION**

BE IT RESOLVED that the Board approves the Superintendent/President's request to replace the administrative vacancy of the Vice President for Business Services.

BE IT FURTHER RESOLVED that the Board approves changing the title of Vice President for Business Services to Dean/Director of Business Services in order to recruit the widest continuum of candidates and to allow the Superintendent/President flexibility in salary placement.

M/S/C Wong/Long

Resolution No. 12789: **INTERIM VICE PRESIDENT FOR BUSINESS SERVICES/CONSULTANT**

BE IT RESOLVED that the Board approves entering into a contract with Community College Search Services, for the purpose of furnishing a consultant to serve as the Interim Vice President for Business Services effective September 15, 2003 through June 30, 2004, or until the position is filled; and

BE IT FURTHER RESOLVED that the Superintendent/President is authorized to negotiate the terms of the contract.

M/S/C Wong/Long

Resolution No. 12790: **TEMPORARY EMPLOYMENT CONTRACT**

BE IT RESOLVED that Mrs. Sandra Standiford, Retired Dean of Admissions, be provided an employment contract, to be paid on an hourly basis, as needed, not to exceed \$25,700 per annum, as permitted under the State Teachers Retirement System, with no vacation or sick leave benefits provided.

M/S/C Ramirez/Acuña

Resolution No. 12791: **IVC MUSEUM CURATOR (PERSONAL SERVICES CONTRACT)**

BE IT RESOLVED that the Board approves entering into a personal services contract with Karen Collins for Museum Curator for the Imperial Valley College Desert Museum effective September 1, 2003 through June 30, 2004.

BE IT FURTHER RESOLVED that the contract is dependent upon outside funding and provides no health or other benefits. Cessation of funds will cause immediate termination of the contract. Employment under the contract is at will. The contract may be subject to renewal but can be terminated immediately upon verbal and/or written notice. Compensation under the contract shall be at the rate of \$2,310 per month.

M/S/C Wong/Long

Resolution No. 12792: **OVERLOAD ASSIGNMENTS**

BE IT RESOLVED that the following academic personnel be paid for their overload assignments in excess of six hours per week for the Fall 2003 Semester in accordance with the rate established in Resolution No. 12564 dated October 9, 2002:

<u>Name</u>	<u>Assignment</u>
Barba, Cecilia	History
Biley, Patti	English
Davis, Donna	Nursing
Deyo, Jeff	Health/PE
Fitzsimmons, Richard	Nursing
Gehler, Nick	Health/PE
Giauque, Gerald	French/Spanish
Gilbertson, Tom	Art
Gretz, Suzanne	History/Social Science
Guzman, Cesar	Special Studies-Citizenship/ Spanish
Hansink, Todd	Business/Economics
Harris, Diane	English
Lopez, Jose	Auto Tech
Luoma, Craig	Nursing
Marcuson, Bruce	Admin. of Justice/CSI
McCormick, Mike	English/Health/PE
Mecate, Jim	Health/PE
Meek, Al	Nursing
Patterson, James	Speech/Theater
Pendley, Jim	Biology
Ponce, Josefina	English/Individual Studies
Pradis, Ricardo	Auto Tech
Rowley, Diedre	English
Ruiz, Angelica	Business
Santistevan, Judy	Business/Work Experience
Scheuerell, Edward	English
Tucker, Jill	Health/PE
Welch, Larry	History
Wilhelm, Richard	Geography
Zhao, Lianna	Physiology/Anatomy/Biology
Zielinski, David	English

M/S/C Wong/Long

Resolution No. 12793: **ACADEMIC EMPLOYMENT**

BE IT RESOLVED that the following academic personnel be employed August 18, 2003 through January 13, 2003, as temporary contract personnel, contingent upon continued funding of the grant designated:

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>ASSIGNMENT</u>
Williams, Jack	Instructor	Workforce Investment Act	Nursing

M/S/C Ramirez/Wong ABSTAIN: Medina

Resolution No. 12794: **TEMPORARY ACADEMIC PERSONNEL**

BE IT RESOLVED that the following personnel be employed during the 2003-2004 academic year, as credentialed, at the hourly rate provided for in Resolution No. 12564. Employment is contingent upon verification of records, credentials, and sufficient enrollment, or whether the class is essential to a full-time instructor's load:

<u>NAME</u>	<u>POSSIBLE ASSIGNMENT</u>
Aguilera, Patricia	Spanish
Brock, Alison	Business
Chee, Fabio	English as a Second Language
Cruz, Judy	Emergency Medical Technician
Goldsberry, Rick	Emergency Medical Technician
Nunez, Fernando	Welding
Padilla, Jesus	English as a Second Language
Smith, Lisa	Computer Information Systems
Treadway, Jeanette	English as a Second Language
Watte-O'Malley, Leanne	Administration of Justice
Zimmerman, Ann	Legal Assistant

M/S/C Wong/Long

Resolution No. 12795: **TEMPORARY ACADEMIC PERSONNEL**

BE IT RESOLVED that the following personnel be employed temporarily, on a part-time hourly basis, for the 2003-04 academic year, in accordance with the hourly rate provided in Resolution No. 12564. Employment is contingent upon verification of records, credentials, continued funding of the grant indicated, and approval of the program officer:

<u>NAME</u>	<u>PROJECT POSITION</u>	<u>FUNDING</u>
McFadden, Kevin	Counselor	Federal

M/S/C Wong/Long

Resolution No. 12796: **TITLE IX COMPLIANCE OFFICER**

BE IT RESOLVED that Lincoln Davis and Olga Artechì be appointed to serve jointly as the Title IX Compliance Officer for the District for the 2003-04 academic year.

M/S/C Wong/Long

Resolution No. 12797: **STAFF DEVELOPMENT COORDINATOR**

BE IT RESOLVED that Sergio Lopez be appointed to serve as the Staff Development Coordinator for the 2003-04 academic year.

M/S/C Wong/Long

Resolution No. 12798: **CLASSIFIED MANAGEMENT EMPLOYMENT**

BE IT RESOLVED that the following individual be employed as a Classified Management employee as indicated:

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Fletes, Carlos	Director of Fiscal Services	District	Range 10 E-14	9/15/03

M/S/C Wong/Long

Resolution No. 12799: **CLASSIFIED SERVICE EMPLOYMENT**

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Francis Marquiss	Student Services Technician	Admissions	District	26-B	9/02/03

M/S/C Wong/Long

Resolution No. 12800: **SUBSTITUTE EMPLOYMENT**

BE IT RESOLVED that the following individuals be employed on a substitute basis, as needed:

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Martinez, Benito	Microcomputer Lab Assistant (Business Lab/ Info Systems)	District	25-A	8/14/03 to 10/18/03
Martinez, Candy	Office Assistant I (Extended Campus)	District	21-A	9/2/03 to 11/2/03
Supnet, Cesar	Microcomputer Lab Assistant (Nursing Lab)	State*	25-A	10/01/03 to 6/30/04
Torres, Veronica	Office Assistant II (Student Affairs)	District	21-A	8/23/03 to 10/30/03
Verduzco, Josue	Student Services Assistant (Extended Campus)	District	23-A	9/2/03 to 11/2/03

*\*Employment contingent upon continued funding.*

M/S/C Wong/Long

Resolution No. 12801: **SHORT TERM EMPLOYMENT**

BE IT RESOLVED that the following individual be employed on a short-term basis, as needed:

<u>NAME</u>	<u>POSITION</u>	<u>FUNDING</u>	<u>RANGE</u>	<u>EFFECTIVE</u>
Pflaum, John	Custodian (IVC Museum)	Local - Grant*	21-A	7/01/03 to 6/30/04

\* Employment contingent upon continued funding.

M/S/C Ramirez/Wong to **ADJOURN** - The next regular meeting of the Board of Trustees is scheduled for Wednesday, October 8, 2003, at 6:00 P.M.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2003.

\_\_\_\_\_  
ICCD Board President

\_\_\_\_\_  
ICCD Board Secretary