

**WEST KERN COMMUNITY COLLEGE DISTRICT  
MINUTES OF THE BOARD OF TRUSTEES**

**SPECIAL MEETING**

**October 14, 2020**

The special meeting of the Board of Trustees of the West Kern Community College District was called to order at 4:04 p.m. by President Dawn Cole. Secretary Emmanuel Campos and trustees Michael Long, Dr. Kathy Orrin and Billy White were present. Superintendent/President Dr. Debra Daniels and Executive Secretary Sarah Criss were in attendance. To ensure clarity the meeting was held via Zoom online.

**PUBLIC COMMENT ON OPEN SESSION ITEMS**

No comments were heard.

**NEW BUSINESS**

**First Presentation - Proposed Salary Schedule Alignment of 2.32% Salary Schedule alignment to the 2020-21 Faculty Salary Schedules; Appendix B-1, B-2 and B-3; Retroactive to 7/1/20**

Dr. Daniels stated that the salary schedule alignment was reached upon annual evaluation of the Frey Report. It was determined that a 2.32% alignment was needed to remain at the contracted salary rate. With the typical adoption of Cost of Living Allowance the college does not usually need to align salaries but the economy during COVID-19 has not allowed for a COLA in this fiscal year (copy attached to official minutes).

**First Presentation - Proposed Salary Schedule Alignment of 2.32% to the 2020-21 Classified Salary Schedules, Appendix A; Retroactive to 7/1/20**

Dr. Daniels said that it is recommended to also apply the 2.32% salary alignment to the classified salary schedules, as has been traditionally practiced (copy attached to official minutes).

**PUBLIC COMMENTS ON THE 2020/21 PROPOSED BUDGET**

No comments were heard.

**2020/21 BUDGET STUDY SESSION**

Brock McMurray, Executive Vice President of Administrative Services, presented the proposed 2020/21 budget via PowerPoint (copy attached to official minutes). He reviewed the budget assumptions from the state which remain uncertain due to economy concerns during the pandemic. It is noted that reductions in funding and the use of deferrals may effect cash flow. The budget also includes state and federal assistance funds in connection with COVID-19. Mr. McMurray shared details of the budget and broke down the budget organization to show how money is managed by the District. A definition worksheet explaining how budget funding is organized was distributed

(copy attached to official minutes). While tracking of funds is always a focus, the use of COVID-19 funding has led to even more detailed tracking.

Secretary Campos asked if the deferral of money from the state could carry into future budgets. McMurray confirmed that it is expected that the deferrals will carry over into future budget cycles while the economy rebounds from the pandemic.

## **ADJOURNMENT**

At 4:44 p.m., on a motion by Trustee Long, seconded by Secretary Campos and unanimously carried, the meeting was adjourned.

Respectfully Submitted:

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Emmanuel Campos, Secretary