

SJECCD DISTRICT BUDGET COMMITTEE MEETING MINUTES
March 24, 2022
1:30-3:00 p.m.
Via Zoom

Call to Order

Mr. Jorge Escobar, Vice Chancellor, Administrative Services, called the meeting to order at 1:35 p.m.

Approval of March 24, 2022, Meeting Agenda

M/S/C (Andrea Lopez/Joe Andrade) to approve the agenda as submitted.

The committee unanimously approved the meeting agenda as submitted

Approval of February 24, 2022, Meeting Minutes

M/S/C (Garry Johnson/Brandon Yanari) as amended by Brandon Yanari.

Mr. Brandon Yanari, CSEA 363 Representative, requested the correction of his name.

Ms. Maniphone Dickerson, MSCC Representative, and Mr. Fabio Gonzales, SJCC Academic Senate Member, abstained as they were not present during the February 24th meeting.

Budget Study Session

Mr. Escobar reported the format will be the same as the previous year, updating the information with the current year. One purpose of this presentation is for everybody in the organization to understand the financial situation of the district, contract negotiations typically start afterwards. Another purpose is the foundational work to refine the numbers for the tentative budget, that will need to be approved before the end of the fiscal year.

Mr. Jose Luis Pacheco, CSEA 363 Representative, asked what the ending balance of the reserves. Mr. Joseph Chesmore, Executive Director, Fiscal Services, pulled up the 311 report which showed \$23,117,086.00 as the ending balance for fund 10.

Mr. Gonzales requested reporting on the correlation of cancelled classes in relation to the budget to have a better understanding of what happens to the funds. Mr. Escobar responded that once the budget is adopted it stays with the entity until the end of the fiscal year. At the end of the year if there is remaining funds the campuses are allowed carryover a portion into the next fiscal year. The remainder of those funds go into the district's general fund, that historically, has been used to negotiate increases and salaries.

Food services and pouring rights at the campuses

Mr. Escobar reported over the pandemic food service contracts have expired and now there is no services.

Ms. Andrea Alexander, Vice President, Admin Services, EVC reported most they are exploring different options for food services. They are keeping student survey results in mind while they review options. Some vendors reported they cannot meet the price point for students. They are looking into boutique vending which is high end vending machines. Costs would be lower because there is no manpower needed to run the machines allowing them to meet the price point. Also looking into pre-ordering or catering by local vendors.

Mr. Chris Hawken, Vice President, Admin Services, SJCC, added there has been surveys done and most students would prefer to be remote which would mean less need for vendors. Looking at independent companies for beverages to be able to provide more options than strictly Pepsi.

BP/AP Chapter 6

Mr. Escobar reported that the committee will be receiving a packet of all BP/APs for review.

Revised Tentative Budget Calendar

Mr. Escobar asked for any changes or updates to the tentative budget calendar. Completion of this budget is scheduled for mid-May.

Mr. Chesmore reported the change of April 30th to April 29th because the 30th was a Saturday.

Adopted Budget Calendar

Mr. Escobar reviewed the adopted budget calendar and asked for any questions.

Annual Fiscal Calendar

Mr. Chesmore reviewed the dates on the annual fiscal calendar.

Audit Timeline update

Mr. Escobar provided an update on the timeline of the Audit.

Ms. Judith stated that administrators understand deadlines, but when faculty is not in compliance there is not much they are able to do to get the reports other than bug them.

Adjournment

The meeting adjourned at 2:32 p.m.