

APPROVED MINUTES
Yosemite Community College District
District Fiscal Advisory Council (DFAC)
January 23, 2020

Present: Jenni Abbott, Shelley Akiona, Kevin Alavezos, Kathy Blackwood, Doralyn Foletti, Pam Guerra-Schmidt, Josh Hash, Judy Lanchester, Amy Lovett, Laura Maki, Crista Noakes (Recorder), Melissa Raby, Jeremy Salazar, Brian Sanders, Sarah Schrader, Nancy Sill, Trevor Stewart, Susan Yeager

Council Members Absent: Florida Arias, Coni Chavez, Cecilia Hudelson, Joey Partridge, Kathren Pritchard, Henry Yong, Jennifer Zellet, ASCC Student Designee, ASMJC Student Designee

1. Roll Call

2. Acceptance of the Minutes of the December 19, 2019, District Fiscal Advisory Council

Consensus was met to approve the minutes. The minutes are approved.

3. Values for a Resource Allocation Model Sheet (RAM)

Dr. Susan Yeager, Vice Chancellor, Fiscal Services requested the DFAC take a moment to review the Values for a Resource Allocation Model to determine if any additional revisions are needed. The DFAC requested the language be modified on line B under "Characteristics." It was noted the "Suggestions" section would be removed from the document and placed on a separate sheet. The DFAC agreed, with the revisions discussed at today's meeting, the Values can be finalized.

Consensus was met to approve the Values for a Resource Allocation Model with the revisions noted above.

4. Model Framework

Dr. Yeager discussed the framework of the RAM. She explained, the structure of the RAM is as follows; Institutional Costs off the top and percentage based allocations to the sites.

Non-Consensus Items

Dr. Yeager acknowledged non-consensus items below and opened the items up for conversation.

Institutional Costs

Dr. Brian Sanders, Vice President of Instruction, CC requested the definition of Institutional Costs be provided to the DFAC to help determine what qualifies as an Institutional Cost.

Dr. Yeager explained, majority of the legal fees are due to claims. Shelley Akiona, YFA Representative, suggested legal fees be removed from Institutional Costs. Dr. Yeager explained, legal fees must remain as part of Institutional Costs because the fees must be paid. Ms. Akiona expressed her concern for accountability in regards to legal fees and how they are managed. Dr. Yeager acknowledged Ms. Akiona's concerns but pointed out that Central Services does not drive legal costs. Legal costs are driven by several items including the number of claims, investigations, and legal opinions requested.

Staff Development (not including PEP funds) will be removed from Institutional Costs and will be moved to line seven of the proposed RAM. Elections, Insurance, Legal Fees and Utilities will be included moving forward.

Total Cost of Ownerships (TCO) for IT and Facilities

Dr. Yeager noted the IT and Facilities Total Cost of Ownerships (TCO) will be removed from Institutional Costs until further notice. The TCO's will be placed on a holding list.

Proposed RAM

It was determined by the DFAC to add a 7a (ongoing funding) and 7b (one-time funding) section to the proposed RAM.

District Office Expenditures

The DFAC discussed the handout showing historical costs for legal, insurance, elections and utilities.

Tabled for a future discussion.

Fund Balance/Reserves

Tabled for a future discussion.

Savings

Tabled for a future discussion.

5. Discussion of the March 5, 2020 Meeting

Dr. Yeager explained, she will be unavailable to attend the March 5, 2020 meeting and proposed moving the meeting to a later date. A Survey Monkey will be sent to the DFAC to determine the best date to reschedule.

6. Close/Next Meeting

The next District Fiscal Advisory Council meeting will be *tentatively* held on **Thursday, February 6, 2020, at 11:30 a.m.** in the YCCD District Office, Meeting Room A, located at 2201 Blue Gum Avenue, Modesto, CA and Columbia College Manzanita Building, President's Conference Room located at 11600 Columbia College Drive, Sonora, CA.