



# A G E N D A

SANTA MONICA COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
SPECIAL MEETING/STUDY SESSION

TUESDAY, MARCH 17, 2020

Santa Monica College  
1900 Pico Boulevard  
Santa Monica, California

Board Room  
Business Building Room 117

5:30 p.m. – Special Meeting/Study Session

This agenda is posted at 2714 Pico Boulevard, Santa Monica, California 90405,  
which is accessible to the public.

The complete agenda may be accessed on the  
Santa Monica College website:

<http://www.smc.edu/admin/trustees/meetings/>

Written requests for disability-related modifications or accommodations, including  
for auxiliary aids or services that are needed in order to participate in the Board  
meeting are to be directed to the Office of the Superintendent/President as soon in  
advance of the meeting as possible.

***PUBLIC PARTICIPATION***  
***ADDRESSING THE BOARD OF TRUSTEES DURING A SPECIAL MEETING***

Members of the public may address the Board of Trustees by oral presentation **concerning an item on the Study Session agenda** provided the requirements and procedures herein set forth are observed:

1. Individuals wishing to speak to the Board at a Board of Trustees meeting during Public Comments or regarding item(s) on the agenda must complete an information card with name, address, name of organization (if applicable) and the topic or item on which comment is to be made.

Five minutes is allotted to each speaker per topic. If there are more than four speakers on any topic or item, the Board reserves the option of limiting the time for each speaker. A speaker's time may not be transferred to another speaker.

Each speaker is limited to one presentation per specific agenda item before the Board, and to one presentation per Board meeting on non-agenda items.

Exceptions: This time allotment does not apply to individuals who address the Board at the invitation or request of the Board or the Superintendent

2. Any person who disrupts, disturbs, or otherwise impedes the orderly conduct of any meeting of the Board of Trustees by uttering loud, threatening, or abusive language or engaging in disorderly conduct shall, at the discretion of the presiding officer or majority of the Board, be requested to be orderly and silent and/or removed from the meeting.

No action may be taken on items of business not appearing on the agenda

*Reference: Board Policy Section 2350  
Education Code Section 72121.5  
Government Code Sections 54954.2, 54954.3, 54957.9*

BOARD OF TRUSTEES	STUDY SESSION
SANTA MONICA COMMUNITY COLLEGE DISTRICT	March 17, 2020

## A G E N D A

The Santa Monica Community College District Board of Trustees will hold a Study Session/Special Meeting on Tuesday, March 17, 2020 at 5:30 p.m. in Santa Monica College Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California. The public accessible location for the meeting will be either Business Building Room 111 and/or 117.

### I. ORGANIZATIONAL FUNCTIONS

- A CALL TO ORDER - 5:30 p.m.
  
- B ROLL CALL  
 Dr. Nancy Greenstein, Chair  
 Dr. Susan Aminoff, Vice-Chair  
 Dr. Louise Jaffe  
 Dr. Margaret Quiñones-Perez  
 Rob Rader  
 Dr. Sion Roy  
 Barry A. Snell  
 Brooke Harrington, Student Trustee

In accordance with Executive Order N-25-20 issued by Governor Gavin Newsom and dated March 12, 2020, one or more members of the Board of Trustees will participate in the meeting telephonically or by Zoom Conference.

The public may participate in the Zoom Conference with the following information:

Time: Mar 17, 2020 05:30 PM Pacific Time (US and Canada)

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/675558826>

Or iPhone one-tap (US Toll): +16699006833,675558826# or +13462487799,675558826#

Or Telephone:

Dial:

+1 669 900 6833 (US Toll)

+1 346 248 7799 (US Toll)

+1 312 626 6799 (US Toll)

+1 646 876 9923 (US Toll)

+1 253 215 8782 (US Toll)

+1 301 715 8592 (US Toll)

Meeting ID: 675 558 826

International numbers available: <https://cccconfer.zoom.us/j/675558826>

Or Skype for Business (Lync):  
SIP:675558826@lync.zoom.us

**II. PUBLIC COMMENTS**

*Members of the public may address the Board of Trustees by oral presentation concerning an item on the Study Session agenda provided the requirements and procedures herein set forth are observed.*

**III. MAJOR ITEMS OF BUSINESS**

- 1 Information/Discussion: COVID-19 Update
- #2 Resolution Declaring Emergency Conditions Exist at Santa Monica College and Authorizing the Superintendent/ President to Take Any and All Necessary Actions to Prepare and Respond to the Novel Coronavirus (COVID-19)

**IV. ADJOURNMENT**

The next regular meeting of the Santa Monica Community College District Board of Trustees will be held on Tuesday, April 7, 2020 at 7 p.m. (5:30 p.m. if there is a closed session) in the Santa Monica College Board Room and Conference Center, Business Building Room 117, 1900 Pico Boulevard, Santa Monica, California.

BOARD OF TRUSTEES SANTA MONICA COMMUNITY COLLEGE DISTRICT	ACTION March 17, 2020
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MAJOR ITEMS OF BUSINESS

RECOMMENDATION NO. 1

SUBMITTED BY: Superintendent/President

SUBJECT: **RESOLUTION OF THE BOARD OF TRUSTEES OF THE SANTA MONICA COMMUNITY COLLEGE DISTRICT DECLARING EMERGENCY CONDITIONS EXIST AT SANTA MONICA COLLEGE AND AUTHORIZING THE SUPERINTENDENT/PRESIDENT TO TAKE ANY AND ALL NECESSARY ACTIONS TO PREPARE AND RESPOND EFFECTIVELY TO THE NOVEL CORONAVIRUS (COVID-19)**

REQUESTED ACTION: It is recommended that the Board of Trustees approve the following resolution.

**WHEREAS**, on March 4, 2020, the Governor of California declared a State of Emergency due to the outbreak and spread of a novel coronavirus (COVID-19); and

**WHEREAS**, on March 4, 2020, the Board of Supervisors of the County of Los Angeles and the Department of Public Health declared a local and public health emergency in response to the increased spread of COVID-19 in the county; and

**WHEREAS**, as on March 13, 2020, the City of Santa Monica issued a local emergency proclamation in response to the COVID-19 public health emergency, to enhance the City’s ability to access federal and state dollars for response; and

**WHEREAS**, as of March 16, 2020, there are 94 COVID-19 cases and one death in Los Angeles County and hundreds of additional cases throughout California; and

**WHEREAS**, strict compliance with various statutes and regulations would prevent, hinder or delay appropriate actions to prevent and mitigate the effects of COVID-19; and

**WHEREAS**, it is imperative to prepare for and implement measures to respond to the potential spread of COVID-19; and

**WHEREAS**, it is imperative to have the tools to ensure the health and safety of students, staff, and families on our campuses; and

**WHEREAS**, it is imperative to have the tools to ensure student learning continues if instruction and/or services need to be conducted from alternate locations or virtual learning environments; and

**WHEREAS**, with the guidelines provided by Governor Newsom on March 3, 2020 it is imperative that employees be allowed to take a leave of absence due to being quarantined or staying home after recently returning from Level 3 countries or being sick from Coronavirus or illnesses with similar symptoms (e.g., cough, fever, shortness of breath) during this state of emergency; and

**WHEREAS**, the protection of the health and safety and preservation of the lives and property of the people of the State from the effects of natural emergencies such as COVID-19 which may result in conditions of disaster or in extreme peril to life, property, and resources is of paramount State importance requiring the responsible efforts of public and private agencies and individual citizens, and all public employees required to serve as disaster service workers subject to such disaster service activities as may be assigned to them by their supervisors or by law under Government Code Section 3100; and

**WHEREAS**, of the Public Contract Code Section 1102 defines “emergency” to mean a “sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services,” and Public Resources Code Section 21060.3 and California Environmental Quality Act Guidelines 14 CCR Section 15269(c) defines “emergency” to mean “a sudden, unexpected occurrence, involving a clear and imminent danger, demanding immediate action to prevent or mitigate loss of, or damage to, life, health, property, or essential public services. ‘Emergency’ includes such occurrences as fire, flood, earthquake, or other soil or geological movements, as well as such occurrences as riot, accident, or sabotage.”

**WHEREAS**, under California Public Contract Code Section 20654, in an emergency when any repairs, alterations, work, or improvement is necessary to any facility of public schools to permit the continuance of existing school classes, or to avoid danger to life or property, the board may, by unanimous vote, with the approval of the county superintendent of schools during only the timeframe of this state of emergency do the following: make a contract in writing or otherwise on behalf the district for the performance of labor and furnishing of materials or supplies for the purpose without advertising for or inviting bid; and

**NOW, THEREFORE**, the Board of Trustees of the Santa Monica Community College District resolves as follows:

1. Determines that the circumstances described in this Resolution constitute an emergency condition.
2. By unanimous vote pursuant to Public Contract Code Section 20654 and subject to approval by the Los Angeles County Superintendent of Schools, authorizes the execution of contracts without advertising or inviting bids and, notwithstanding Public Contract Code Section 20114, authorizes the use of maintenance personnel or force account notwithstanding Public Contract Code Section 20655 in order to respond to the emergency conditions at District Sites.
3. Authorizes the Superintendent/President to take any and all actions necessary to ensure the continuation of public education, and the health and safety of the students and employees at the District Sites, including, but not limited to: (a) the relocation of students, faculty, and staff, provision of alternative educational programming and operational options including, without limitation, temporarily transitioning courses, instruction and other operations to a remote learning environment and mode of operation, (b) directing all District employees to serve as disaster service workers pursuant to Government Code Section 3100, and (c) making alterations, repairs or improvements to school property, services and programs.
4. Authorizes the Superintendent/President to enter into memorandums of understanding with employee organizations for the provision of leaves of absence with pay to employees due to quarantine or self-quarantine, recent return from countries requiring self-quarantine, sickness of the employee or the employee’s cohabitants from COVID-19 or illnesses with similar symptoms (cough, fever, shortness of breath) without any impact to their benefit time pursuant to Education Code Sections 87765

and 88199, or unable to work because of the closure of the College. The Superintendent/President is authorized to provide the same additional paid leave to academic administrators, managers, and non-permanent employees.

5. Authorizes the Superintendent/President to negotiate temporary rent/facility use fee reductions or suspensions with food service vendors because of the likelihood that sales will dramatically drop as the College transitions to a remote learning environment.

6. Effective immediately, the following persons shall not enter any facility or property of Santa Monica College:

- a. Persons who have traveled to any countries, within the last 14 days, for which the CDC has issued Level Two or Level Three travel health notices. As of the date of this Resolution, Level Three countries include China, Iran, Italy, and South Korea. The remainder of the world is subject to a Level 2 Global COVID-19 Outbreak Alert.
- b. Persons who reside or have had close contact with someone who has traveled to any of those countries within the last fourteen days.
- c. Persons who have been asked to self-quarantine by any doctor, hospital, or health agency during the period of such self-quarantine.
- d. Persons who have been diagnosed with, or have had contact with, anyone who has been diagnosed with the coronavirus until cleared by a medical professional.
- e. Persons with apparent symptoms of COVID-19, such as fever, severe cough, and shortness of breath.

The Superintendent/President is authorized to impose additional restrictions on campus entry as circumstances warrant.

7. The authorizations set forth in this Resolution shall not abrogate the terms and conditions of any collective bargaining agreement, nor shall such actions violate state collective bargaining statutes. The District is committed to working closely with all collective bargaining agents as it deals with the complicated and varied employment questions that will arise in the coming weeks as the COVID-19 global pandemic impacts the College community.

PASSED AND ADOPTED this 17<sup>th</sup> day of March 2020 by the following votes:

MOTION MADE BY:

SECONDED BY:

AYES:

NOES:

ABSTAIN:

ABSENT: