

**San Bernardino Community College District
Regular Meeting of the Board of Trustees
114 S. Del Rosa Drive, San Bernardino, CA 92408
Thursday, April 23, 2015 – 12:00 p.m. – Board Room**

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE

2. ANNOUNCEMENT OF CLOSED SESSION ITEMS

- a. Public Employee Discipline/Dismissal/Release/Non re-Employment
Government Code 54957 (1 case)
Employee #9689

3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

The San Bernardino Community College Board of Trustees welcomes public comment on any issue within the jurisdiction of the District. Comments must be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. At the conclusion of public comment, the Board may ask staff to review a matter or may ask that a matter be put on a future agenda. As a matter of law, members of the Board may not discuss or take action on matters raised during public comment unless the matters are properly noticed for discussion or action.

Anyone who requires a disability-related modification or accommodation in order to participate in the public meeting should contact the Chancellor's Office at (909) 382-4091 as far in advance of the Board meeting as possible.

4. CONVENE CLOSED SESSION

5. RECONVENE PUBLIC MEETING

6. REPORT OF ACTION IN CLOSED SESSION (if any)

7. PUBLIC COMMENT

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matters raised during public comment unless the matters are properly noticed for discussion or action in Open Session.

Anyone who requires a disability-related modification or accommodation in order to participate in the public meeting should contact the Chancellor's Office at (909) 382-4091 as far in advance of the Board meeting as possible.

8. INSTITUTIONAL PRESENTATIONS

- a. Emergency Operations Training for Elected Officials – Chief Galvez & Linda Morin

9. ACTION AGENDA

- a. **HUMAN RESOURCES**

- i. Consideration of Approval of CSEA Tentative Agreement

10. ADJOURN – the next Board of Trustees Meeting will be Thursday, May 14, 2015 at SBCCD Board Room.

EXECUTIVE TRAINING SEMS/NIMS & ICS

San Bernardino Community
College District Board Of Trustees

Elected Official SEMS/NIMS/ICS Awareness Course and Tabletop Exercise

MOTHER GOOSE & GRIMM



Objectives

- ▣ Provide an overview and comparison of the:
 - *Standardized Emergency Management System (SEMS)*
 - *National Incident Management System (NIMS)*
 - *Incident Command System (ICS)*
- ▣ How do SEMS/NIMS/ICS apply to community colleges
- ▣ What is your role as an Elected Official during a disaster?

Why Are You Here?

- ▣ SB 166 - *California Community Colleges*
- ▣ State law CA Govt. Code 8607 (1993)
- ▣ CA Govt. Code 3100-3109 - **Disaster Service Worker**
- ▣ NIMS requirement
 - January 2009
- ▣ HSPD 8 & 9 - Homeland Security Presidential Directives



What are SEMS & NIMS Really?

A system of management and best practices that standardizes incident management processes, protocols, and procedures for use by all responders through:

- ▣ *Coordination*
- ▣ *Communication*
- ▣ *Resources*



Under SEMS State Law Says...

***STATE AGENCIES
MUST USE SEMS!***



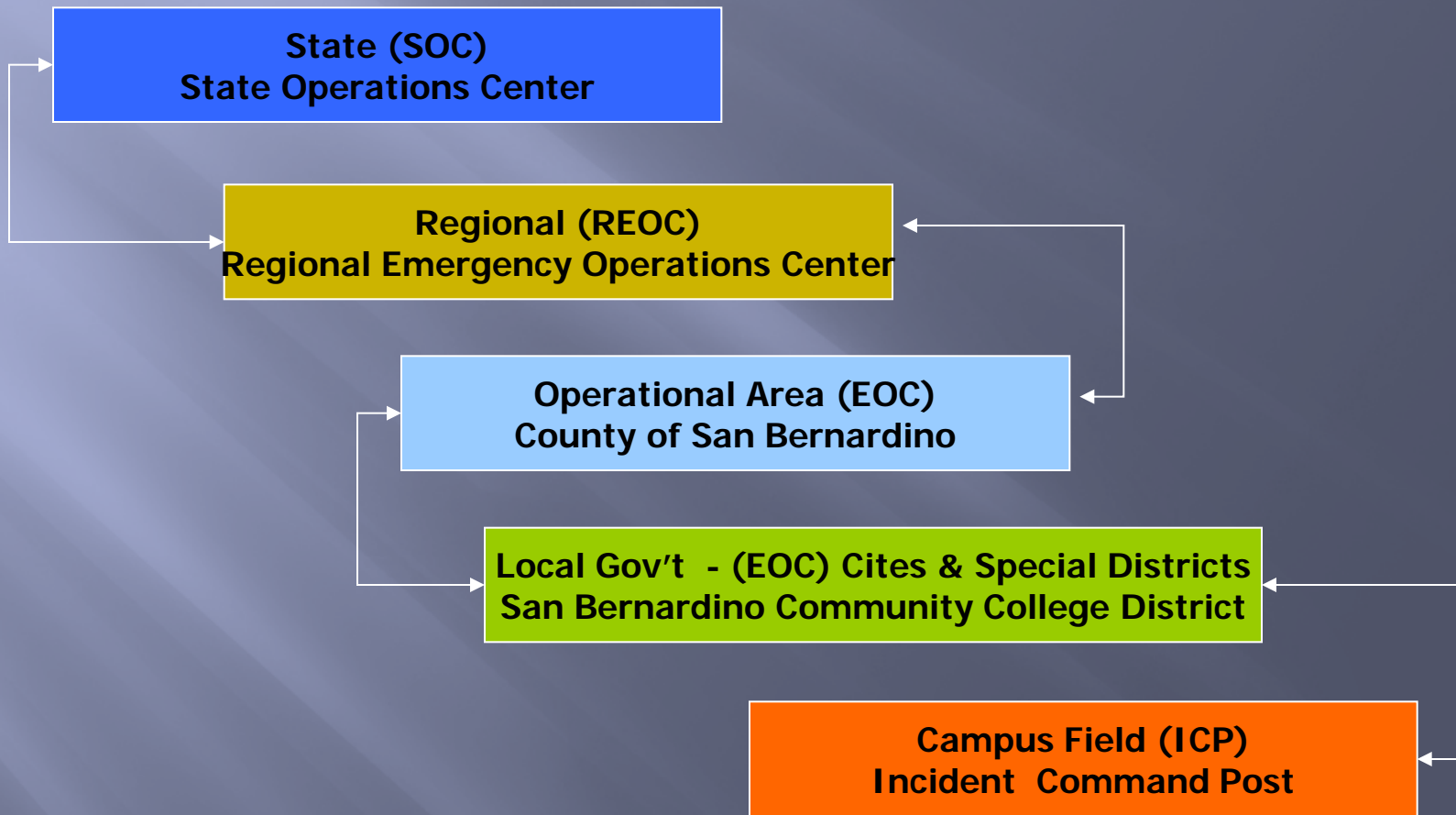
***LOCAL GOVERNMENTS
ARE STRONGLY ENCOURAGED TO
USE SEMS.....***



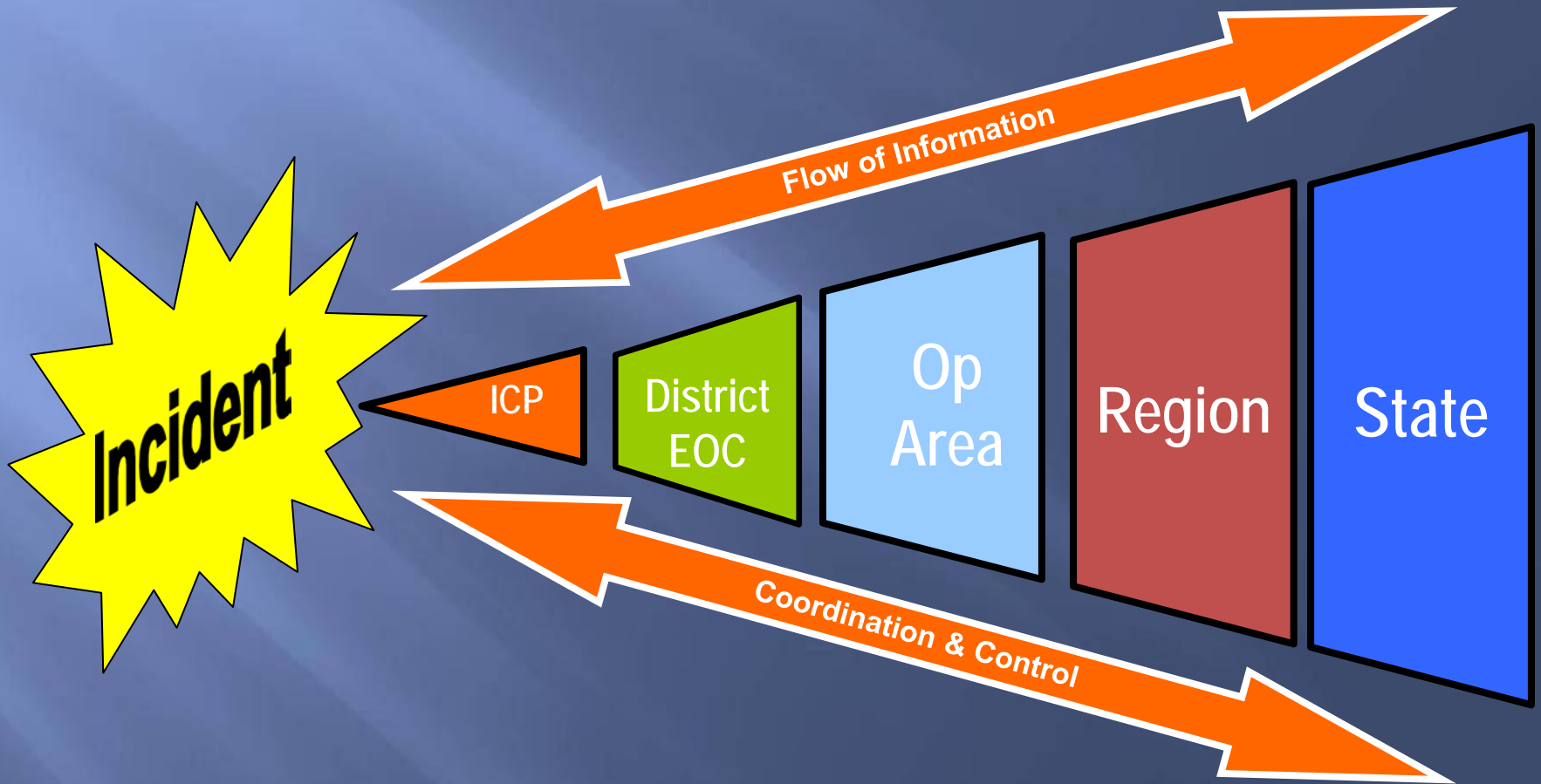
**... To be eligible for State
funding of RESPONSE
RELATED PERSONNEL COSTS!**

SEMS

SEMS Organizational Levels



SEMS Coordination



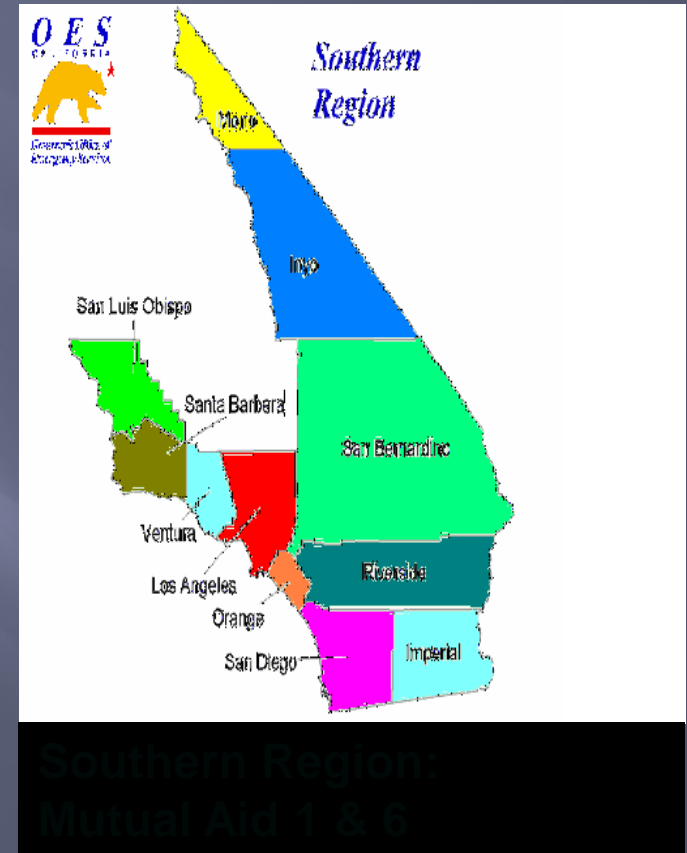
Operational Area

- ▣ *Geographical area* – San Bernardino County
- ▣ Includes *political subdivisions* such as cities and special districts
- ▣ Establishes and maintains Op Area EOC
- ▣ Coordinates information between *County and its cities and special districts*
- ▣ Prioritizes *resource requests*
- ▣ Requests resources from Regional EOC

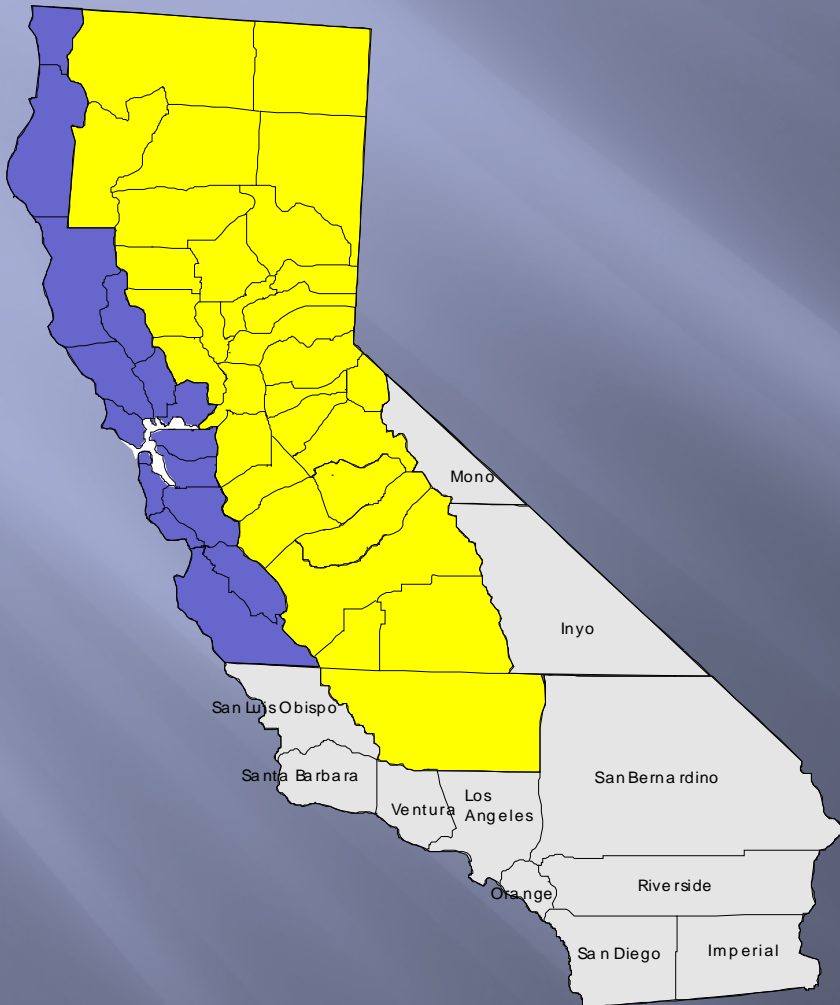


Region Level (OES)

- Coordination between op areas and state level
 - **3 Administrative Regions**
 - **6 Mutual Aid regions**
- Operates REOC
- Implements state emergency plan
- Coordinates resources between Operational Areas within the region

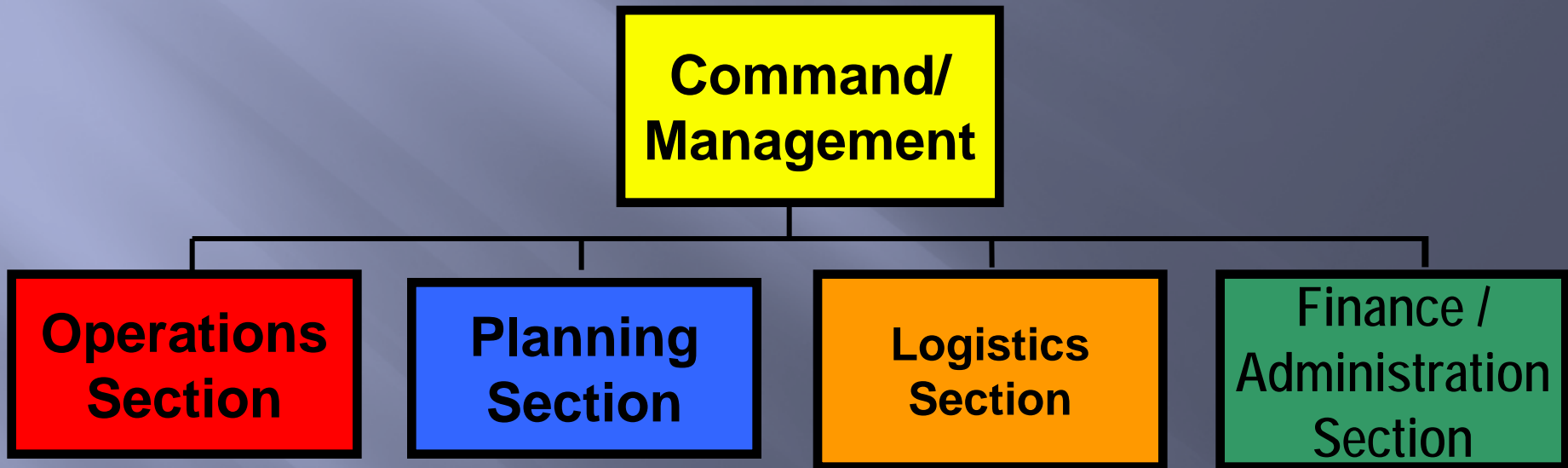


State Level (OES)



- ▣ Coordinates resources between regions
- ▣ ***Federal response coordination***
- ▣ Communicates with governor and legislature
- ▣ Implements media policy

SEMS/NIMS ICS Functions Command Structure



Mutual Aid Agreements

- ▣ Local mutual aid agreements are used when local resources are exhausted to provide:
 - *Services*
 - *Resources*
 - *Facilities*
- ▣ Interstate mutual aid agreements cover:
 - *Interstate Civil Defense Compact*
 - *Emergency Management Assistance Compact*



National Incident Management System



- NIMS resulted from 9-11-2001
- Homeland Security Presidential Directive #5
- NIMS is applicable at all jurisdictional levels and across disciplines

NIMS — A comprehensive, national approach to incident management developed to improve the coordination of federal, state and local emergency response nationwide

NIMS Organizational Structure

NIMS incorporates standard emergency management practices & processes, such as:

- ▣ Incident Command System (ICS)
- ▣ Multi-agency Coordination
- ▣ Resource Coordination
- ▣ Public Information Systems



NIMS Components

NIMS incorporates standard emergency management practices and processes, such as:

- ▣ Command & Management
- ▣ Preparedness
- ▣ Resource Management
- ▣ Communications & Information Management
- ▣ Supporting Technologies
- ▣ Ongoing Management & Maintenance

Incident Command System



ICS is a management system which includes:

- *Standardization*
- *On scene control*
- *All hazard approach*
- *Adaptability*
- *Common management structure*

Incident Command System

Concepts:

- ▣ Field Operations
- ▣ Emergency Operations Center
- ▣ Chain and Unity of Command
- ▣ Management by Objectives
- ▣ Multi-Agency Coordination

Features:

- Common Terminology
- Modular Organization
- Incident Action Plan
- Manageable Span of Control
- Resource Management
- Unified Command
- Unity of Command

How ICS is Used

Manage:

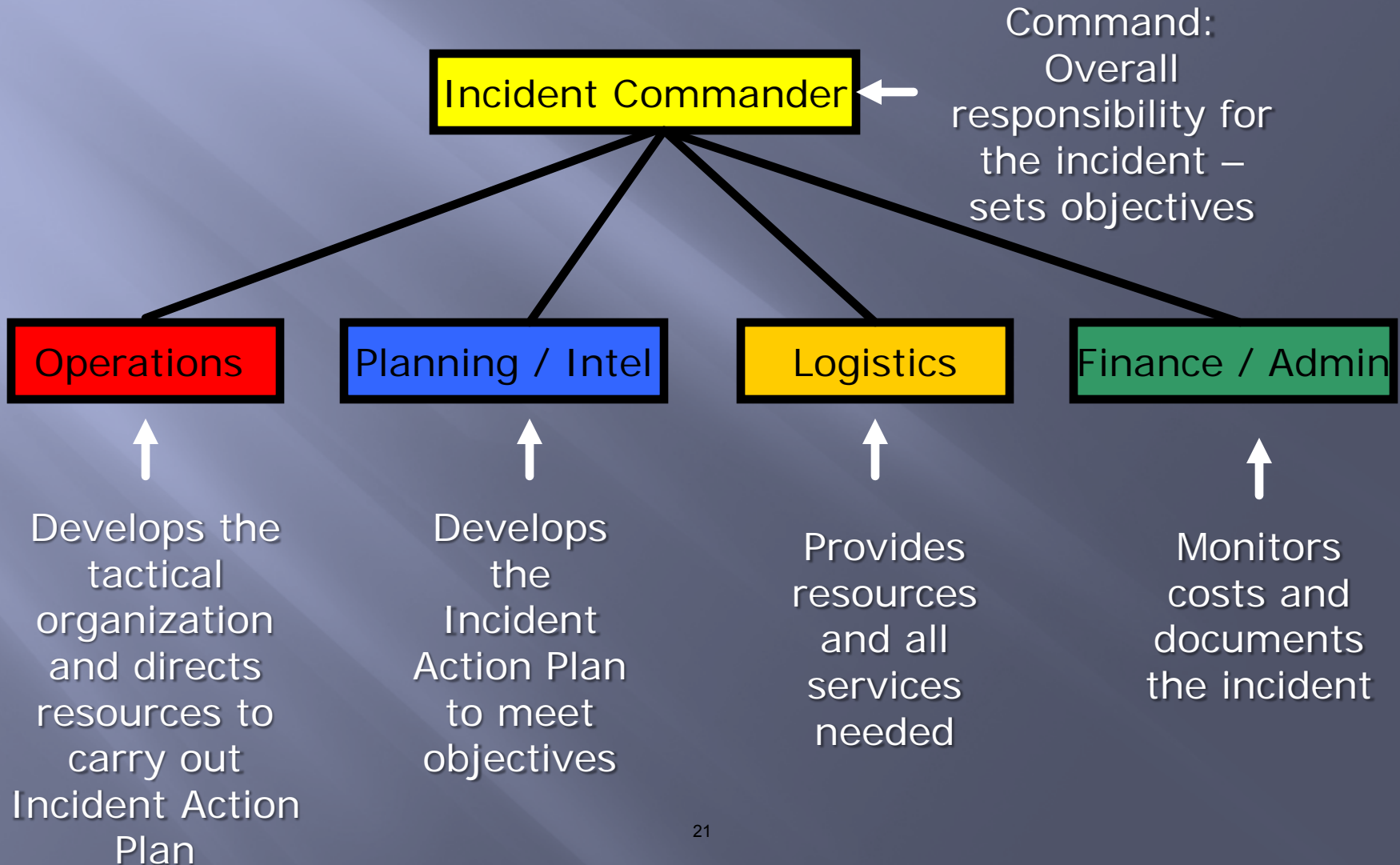
- Fires, hazmat, earthquakes, acts of terrorism, sporting events, demonstrations and multi-casualty incidents

Works well for:

- Campus events & incidents
- Campus Evacuations
- Wide-area coordinated emergency responses



What Each Section Does



BOT Responsibilities During a Disaster



Understanding of Emergency Declarations

- ▣ *Local Emergency*
 - ▣ Proclaimed by the governing body of a local government, a local emergency occurs when conditions become or are anticipated to exceed the resources of a local jurisdiction
- ▣ *State of Emergency*
 - ▣ Proclaimed by the Governor when conditions exceed the control of local government and require the combined forces of mutual aid regions
- ▣ *Fire Management Assistance Declaration*
 - ▣ Declared by FEMA based on a state request, not requiring a local or state proclamation, or a Presidential declaration.
- ▣ *Presidential Declaration of Emergency*
 - ▣ Declared by the President following the Governor's provision of information that state and local resources have been tasked and that specific federal aid is required.
- ▣ *Presidential Declaration Major Disaster*
 - ▣ *Declared by the President at the request of the Governor or Acting Governor. California's \$48 million fiscal threshold must be met barring a "catastrophe of unusual severity and magnitude".*
- ▣ *US SBA Designation*
 - ▣ Designated by the Small Business Association based on a state request.
- ▣ *USDA Disaster Declaration*
 - ▣ Designated by the USDA Secretary based on a state request.

Emergency Responsibilities

Policy - Direction and support

Planning - Through District interoperability and multi-agency coordination

Training - Needs based upon Emergency Role

Exercise - Support and participate in required activations

Response - Ensure effectiveness through established objectives and policy administration



BOT Roles and Duties

POLICIES

- ❑ Personal Preparedness at home and office
- ❑ Board Policies to support Levels of Emergency Delegation of Authority
- ❑ Establish Emergency Campus & District Proclamation Guidelines
- ❑ Policies for Increasing Disaster Expenditure without Board approval process
- ❑ Ensure MOUs & Emergency POs are in place and follow FEMA guideline

SUPPORT

- ❑ Ensure that all plans, training, exercises, and procedures are standardized
- ❑ Ensure District EOP and Campus Activation Plans are current and updated
- ❑ Ensure that a District-wide Recovery Plan and COOP-ED is developed and managed
- ❑ Ensure annual Cal OES and FEMA training & exercise requirements are met
- ❑ Allocate funding for emergency response supplies and equipment
- ❑ Prepare for the worst and hope for the best

Communication During the Disaster

- ❑ Establish chain of communication among Trustees with Campus Presidents or designees
- ❑ Ensure communications protocols and system redundancy with critical District personnel
- ❑ Be available for on-going briefings with campuses and public responders
- ❑ All media crises communication are the direct responsibility of the President
- ❑ If asked for interview refer to President and state your support for the response efforts
- ❑ If public presentation is required, coordinate and craft message with President to ensure correct information is provided

Campus Use for Emergency Facilities

- ▣ *Emergency Operations Centers (EOC) or Department Operations Centers (DOC)*
- ▣ *Joint Field Office (JFO)*
- ▣ Reception Center or Shelter
- ▣ *Local Assistance Centers (LAC)*
- ▣ Disaster Recovery Centers (DRC)
- ▣ *Point of Dispensing, Point of Distribution (PODs)*

Emergency Operations Center (EOC)

- ▣ An EOC is a location from which centralized emergency management can be performed
- ▣ The EOC may support multi-agency coordination and joint information activities
- ▣ An EOC is the central point for:
 - *Coordination of all the jurisdiction's emergency operations.*
 - *Information gathering and dissemination.*
 - *Coordination with other local governments and the Operational Area.*
- ▣ EOC Staffing will vary depending on the type of emergency

Joint Field Office



- ❑ The JFO is a multi-agency coordination center established at local level
- ❑ It provides a central location for coordination of federal, state, local, non-governmental, and private-sector organizations
- ❑ The JFO enables coordination of federal incident-related actions
- ❑ The JFO does not manage on-scene operations but provides operational support

Local Assistance Center (LAC)

- ▣ *LACs are:*
 - Managed by local government
 - Staffed by Private/Non-Profits (PNPs), local, state and federal government agencies
 - A centralized location for information, services, resources and program referrals for disaster victims
 - LACs are very useful for recovery efforts in a community

- ▣ State funding may be available for eligible LAC operations



Disaster Recovery Center (DRC)

- ▣ Activated by federal agencies to provide information to victims and private non-profit organizations about FEMA and SBA programs.



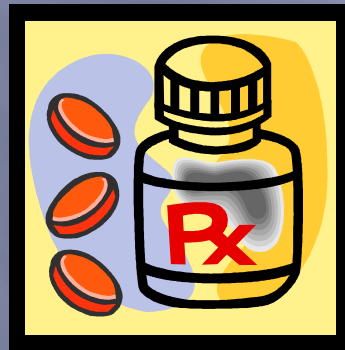
- ▣ Fixed site or mobile
- ▣ Managed by the federal government and staffed by FEMA, OES, SBA and other federal, state and local agencies
- ▣ Often co-located with LACs



PODs and PODs

POD (Point of Dispensing)
for public health emergencies

*Location where medications
are given to the public*



POD (Point of Distribution)
for disaster recovery



On the fly" terminology:

- Be prepared for names of places and facilities to be created or changed with each disaster

SBCCD

Board of
Trustees
Tabletop and
Discussion-
based
Exercise.



San Andreas Fault



USGS Shake map

- ▣ http://earthquake.usgs.gov/regional/nca/simulations/animation.php?mov=ShakeOut_PalmSprings_hd&set=shakeout

Earthquake Scenario



Critical Issues

- Utility and power services, and water delivery has been heavily compromised throughout greater Riverside and San Bernardino County
- Freeways sustain catastrophic destruction with 215, 10, 60 and 210 freeways closed through out the region. Traffic gridlocked throughout the region.
- Structural debris throughout San Bernardino County impacting roads and highways making transport impossible. Traffic light systems are off grid with critical County Operations sites working on back-up power only
- Death toll in San Bernardino presently 57 with hundreds unaccounted for.
- Conflagration of fires throughout California due to broken fuel line and limited water sources to fight fire.
- Ongoing aftershocks of a magnitude of 7.2 and less continue to impact emergency response activities through County and the District.

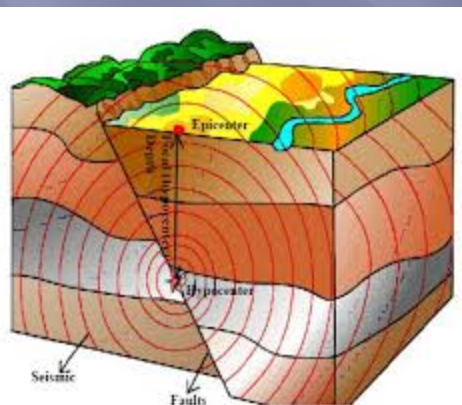
Educational Impact

- Colleges and Universities through Southern California heavily impacted with all education functions down.
- All SBCCD campuses sustain the highest impact damage (MMI value X) with significant or full structural failure.
- Unable to contact State Chancellor Office
- Total impact to SBCCD still unknown.

7.8 Earthquake – How bad “is” it?

- 500 times larger than the 6.7 magnitude Northridge earthquake.
- Shaking lasted from 1 ½ - 2 minutes.
- Statewide there were over 2,000 deaths and 50,000 injuries.
- Estimated \$200 billion in damages.
- Major damage to transportation routes, water, and utilities.
- Fire conflagrations (urban and wildfires).

- Modified Mercalli Intensity (MMI) Scale:
Not related to the Richter scale; it is based on subjective descriptions of damage.
 - V: Light shaking/pictures move
 - VI: Mod shaking/objects fall
 - VII: Strong shaking/non-structural damage
 - VIII: Very strong shaking moderate damage
 - IX: Violent shaking/heavy damage
 - X: *Very violent/extreme damage*



Crafton Hills College Damage

- Limited communication with CHC due to communication systems down.
- Complete structural collapse of Math/Science Annex , Gymnasium, Learning Resource Center. Four (4) Reported, but unconfirmed deaths. Make shift triage area established to treat wounded.
- Chemistry/Health Science building burning. Unable to account for students and faculty in building. Minimal support from local Fire Agency due to inability to access campus and lack of water support.
- Nurse's Station attempting to cope with walking wounded.
- M&O teams attempting to access buildings and search for injured and dead. On-going after shocks making damage assessment nearly impossible.
- Surrounding parking lots are full of damaged vehicles, debris, broken asphalt, and concrete. Many students and employees are unable to evacuate campus and are now sheltering minimally damaged buildings.
- Campus Police are requesting any and all support possible from local agencies and District³⁹ EOC.

SB Valley College Damage



- Neighboring Community has sustained heavy structural damage with neighbors sheltering in parking lots 8, 9, 10 and the Athletic field.
- Children Development Center is sheltering unclaimed children and those who families cant leave campus. Requesting aid from County Child Services.
- Make shift morgue established in Health Life Science – eight (8) confirmed dead, five (5) unidentified.
- Campus shelter established in Snyder & Woman’s gym
- Middle School High Schools students and staff have sheltered with campus. Many children’s families are unaccounted for.
- Campus has no water supply and intermittent power. Food is being salvaged from Campus Center and Vending machines.
- Incident Command is located in Police station, which is still structurally sound. Request for medical assistance and evacuation has gone to County Emergency Operation Center Post (ICP), no confirmation for assistance.
- ICP is asking if District EOC has activated and need financial support to purchase food water and emergency supplies.

SBCCCD Operational State



SBCC District Office– Has sustained moderate structural damage but can still functional. Boardroom has been cleared of debris and a partial EOC has been established. Only 30% of Emergency Operation staff are in place but with power down all records and accounts are inaccessible. San Bernardino International Airport has been converted in a State Regional Operation Center with the Joint Field Office to receive Federal assistance from FEMA and the National Guard. Access to District Office is restricted and main road will be closed only to federal and military support agencies. EOC may need to be relocated.

KVCR

KVRC– Has regained much of system capability. Building Infrastructure sustained moderate damage but much of the damaged was not to weight bearing walls and building was deemed “safe for occupancy”. Broadcasting services has been intermittent with primary functions to broadcast EAS (Emergency Alert System) messages with regional updates.



EDCT– The Economic Development & Corporate Training Center sustained heavy damage. Minimal staff were during initial quake and all evacuated area. Present building and staff condition unknown.

Response/Recovery Exercise: Objectives

▣ Objectives:

- Assess the financial impact and Continuity of Education (COED) the earthquake had on the college(s) and discuss critical policies and procedures that must be enacted to support the District-wide response and short-term needs.
- Prioritizing critical functions and address the emergency funding needs for the college's response and recovery
- Identify process for Allocating long term recovery funds for resources, facilities, and personnel, if necessary, to achieve continuity of education/business and resume normal operations.

Open Discussion



San Bernardino Community College District
Executive Course 402: Overview of SEMS/NIMS/ICS

Discussion Points

Objective 1: _____

Objective 2: _____

Objective 3: _____

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron
Chancellor
REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant
DATE: April 23, 2015
SUBJECT: Consideration of Approval of CSEA Tentative Agreement

RECOMMENDATION

It is recommended that the Board of Trustees approve the Tentative Agreement between the SBCCD and CSEA Chapter #291.

OVERVIEW

Tentative Agreement was reached on Article 10, Health & Welfare Benefits, as set forth in the attached documentation, effective July 1, 2013, through June 30, 2016.

ANALYSIS

On March 25, 2015, the parties met and reached tentative agreement.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

NO CHANGES
J. D. [Signature]
CSEA #251 President
CSEA #291 2nd VP

[Signature]

ARTICLE 10: HEALTH & WELFARE BENEFITS

[Signature]
3/25/15

[Signature]
3/25/15

10.1 **HEALTH & WELFARE BENEFITS.** The DISTRICT shall provide to each unit member and their eligible family members, health and welfare benefits. Health and welfare benefits are defined as medical, dental, vision, chiropractic, life insurance, and employee assistance program (EAP).

Individual unit members may select among plans as outlined in Appendix J.

During the life of the agreement the DISTRICT shall fully fund the least expensive medical/dental/vision/chiropractic/life insurance/EAP package for each unit member who works twenty (20) or more hours per week on a regular basis. Individual unit members who elect to enroll in more expensive health and welfare packages shall be responsible for the difference in cost between the least expensive medical package and the package selected by the individual through payroll deductions.

The DISTRICT and the ASSOCIATION must agree to any proposed changes in benefits and/or plans. In addition, the ASSOCIATION retains the right to negotiate the out of pocket cost to unit members.

10.2 **HEALTH & WELFARE COMMITTEE.** The DISTRICT will establish a standing health and welfare committee. The ASSOCIATION will designate three (3) of the members on the committee. The purpose of the committee is to monitor costs and recommend changes. The committee's recommendations are non-binding on the bargaining unit.

10.3 **OPT OUT" OPTION (MEDICAL ONLY).** Individual unit members who provide proof of other medical coverage may decline enrollment in a medical plan with the DISTRICT based on the following:

1. This option is available on a first-come, first-serve basis.
2. No more than 10% of members of any plan may elect this option.
3. An annual amount of \$3,000 shall be paid to members who opt out of medical coverage. This will be paid in 12 equal payments.
4. Any member who elects this option shall not be eligible for medical coverage until the next open enrollment period unless a qualifying event occurs.
5. Any savings generated under this section shall be used to help offset current/future insurance costs for the DISTRICT and employees.

10.4 **FINANCIAL HARDSHIP CLAUSE.** Notwithstanding other provisions of the collective bargaining agreement regarding re-opener language, the DISTRICT and the ASSOCIATION agree to re-open this Article during the term of this agreement in the event of a financial hardship as declared by the DISTRICT or the ASSOCIATION. The DISTRICT and/or the ASSOCIATION will notify the other in writing and provide the supporting documentation to show impending hardship. Upon receipt of this information, the DISTRICT and the ASSOCIATION agree to schedule negotiations within ten (10) working days. The DISTRICT and the ASSOCIATION agree that the District's contribution per employee per medical/dental/vision/chiropractic/life insurance EAP package will at no time decrease below the amount equivalent to the least expensive medical/dental/vision/chiropractic/life insurance/EAP package at the time the District claims financial hardship.