

LOCATION: ZOOM VIDEO CONFERENCE CALL

TIME: 12:00 P.M.

## MINUTES

### Attendance:

**Members Present:** Marvin Hoffman (Chair); Edward Dilkes (Vice Chair); Julie Stromberg (Secretary); Bob Winters (Treasurer); Danny Chan; Charlotte Bland; Selina Chi; Joan Dangerfield; Alan Daniels; David Ford; Dr. Mary Gallagher (LACC President); Nick Halaris; Dean Hansell; Mike Harriel; Joanne Hoffman; Margaret Martin Ph.D.; Mike Kalustian (President Academic Senate); Rick Landis; Jerrod McClung; Andree Miller; DJ Moore; Robert Reeves; Robert Schwartz (Executive Director); Jessica Shaham; Alex Swart; Gerard Tamparong and Jeff Zarrinam

**Members Absent:** Sandra Cuneo; Theo Kingma; James Lancaster (VP, LACC Academic Affairs); Michael Morgan; Sunny Youngsun Park; Maria Reisch (Emeriti Association) and Lara Yeretsian

**Guests:** Rachael Green (Senior Manager, Eide Bailly LLP); Daren Lynne; Martha Pelayo; Helen Khachatryan and Silvia Martinez

### I. CALL TO ORDER

M. HOFFMAN

- a) The meeting was called to order at 12:00 PM
  - i) APPROVAL OF THE CONSENT AGENDA ITEMS
    - (1) Minutes of January 26, 2021
    - (2) Alumni/Individual Outreach and Corporate/Foundation Outreach
    - (3) Financials and Credit Card statements through March 2021 and Grant Activity Report
    - (4) Margaret Martin made a motion to approve the items on the consent agenda as submitted.
      - (a) Robert Reeves seconded
      - (b) **Motion passed MSP**

### II. FOUNDATION REPORT

R. SCHWARTZ

R. GREEN

- a) 2020 FINANCIAL ANNUAL REPORTS
  - i) The Audit Committee reviewed and recommended some changes to the LACC Foundation 2020 Annual Audit Financial Reports and asked Rachael Green to have those changes ready before this Board meeting. The Board received a copy of audited financial reports and Rachael Green went over the LACC Foundation 2020 Annual Audit Financial Reports with the Board and asked if they had any questions about the audited reports. After reviewing and commenting on the auditor's recommendations the Board approved the 2020 Annual Audit Financial Reports as presented.
    - (1) Danny Chan moved to approve the LACC Foundation 2020 Annual Audit Financial Reports
      - (a) Ed Dilkes seconded
      - (b) **Motion passed MSP**
  - b) SWAP MEET
    - i) Robert Schwartz reported that the swap meet has reopened. Rick Landis gave a brief update of what is currently happening with the swap meet. Rick mentioned that they opened with half of the vendors and customer. They still have the issue with the street vendors, and they are trying to get some enforcement from the City to control these vendors. They also have already received a complaint from one of the neighbors about the noise. Rick said that they will deal with it. They always have and that they are happy to be back.
- c) GALA 2021
  - i) Robert reported that they put the Gala on. He was not sure what the total number of people have attended, but they raised about \$300,000. The net will probably be about \$250,000.
  - ii) He also mentioned that he wanted to pay special notice to DJ Moore who, through his various network contacts, he was able to raise about \$30,000. Robert thanked DJ for his tremendous support towards the gala.
  - iii) Robert told the Board that since the gala was recorded, they will edit the video and add a little more entertainment and use it as a fundraising tool. This edit video will be available in the Foundation website and will be emailed to all the donors. He also mentioned that they are very appreciative of this year's gala honorees. Marlene Louchheim has already donated one of her sculptures to the College and she is now a lifetime donor.
  - iv) Robert also reported that they already have the first honorees for the next gala. They are Milton and Debbie Valera.

R. SCHWARTZ/R. LANDIS

#### d) FRESH SUCCESS OVERVIEW

D. LYNNE

- i) Marv Hoffman mentioned that a new opportunity has come to the Foundation as a Fresh Success subrecipient of Foundations for California Community Colleges. It requires an initial grant allocation of \$150,000 from the Foundation to Los Angeles City College to establish the Specially Funded Program (SFP) – Fresh Success. The Board will need to approve allocation these funds.
  - (1) Fresh Success is a component of the USDA Food and Nutrition Services (FNS) program. Through Fresh Success, Cal Fresh participants will gain education and training that will lead to better employment and a path toward economic self-sufficiency. Fresh Success Employment & Training provides funding for employment and training services, allows for increased federal funding, and innovative, job-driven approaches.
  - (2) When we started the Food for Thought Pop-up Food Pantry, we utilized Emergency Food and Shelter Program (EFSP) funding, which is a FEMA Grant Project facilitated through United Way of Greater Los Angeles and that allowed us to serve a greater number of students and start our Midterm and Final Meals Program. We also put in place the LA County Cal Fresh Memorandum of Understanding which allows students to use Cal Fresh benefits in LACCD campus cafeterias and bookstores. LACC is the first campus to receive the EBT retailer designation in their bookstore. As a Cal Fresh retailer students can purchase food items with their Cal Fresh food benefits. A large portion of LACC students experience hunger and before the Federal Government budget shutdown our Pop-Up Pantry was serving approximately 800 students per week. When students returned to campus the first week of January, we had 1,700 students the first day we reopened because benefits had been stopped and students did not have resources for food. Fresh Success is an employment and training component that will allow additional support services for students receiving Cal Fresh benefits such as textbooks, supplies, transportation, and parking pass support, rent assistance, electronic device purchases, and tutoring.
    - (a) When the pandemic hit and the Pop-up Pantry was not able to be open, the Foundation applied for a larger grant through the Emergency Food and Shelter Program, and they approved \$186,400. We have been using those funds to provide \$25 grocery e-cards to up to 700 students each week while they are attending classes. If they remain enrolled in their program and are successful, they get that support every single week. Daren mentioned that they we have funding in place to keep that support going and the next progression of this is the Foundation provides textbook, supplies, U-pass, testing fees and tutoring. However, the demand always exceeds funding.
    - (b) We will be partnering with the USDA Food Nutrition Service and the Foundations for California Community Colleges to participate in Fresh Success which allows us to put these additional supports in place for students and then the USDA Food Nutrition Service will reimburse the Foundation for those expenditures.
      - (i) Working with the College, we created a Employment & Training Education Plan and budget for nine Federal Fiscal Quarters, beginning July 1, 2021 through September 30, 2023. Daren mentioned that the College has sequenced all their programs, which means that if a student participates in one of those programs, that class qualifies as an educational or job training component.
      - (ii) With this program they are trying to do three things. One, when students are attending Community College unless they are working 20 hours a week, they are not eligible for Cal Fresh. The minute they make over \$15 an hour they are still not eligible so, even if they managed to find a good job, while they are going to school full-time, they earn more than they are allowed to in that program. If they enroll in the Fresh Success program, the work requirement is waived. Second once students enroll them in the Fresh Success Program for every class or approved course they take, the Foundation can provide a \$350 textbook voucher, can assist with Internet, rent, transportation via a Metro U-pass or a gas card, and provide tutoring. Third component that makes this program successful and will drive the funding is the fact that, for every eligible class that students are in, the Foundation can ask for reimbursement of any state or any other kind of funding, except for Federal, including tuition costs. Since the State of California has the College Promise Grant that covers tuition, we are able request reimbursed for the tuition paid on Fresh Success participants behalf. They included this component to provide resources to sustain the program and move it forward. We will request reimbursement for approximately \$690,000 in expenditures in the first quarter at the rate of 44.3%. The Foundation receives 10% of the gross reimbursement request.
      - (iii) Daren also mentioned our target participation the first quarter is 500 students with plans to increase participation. Then the next year, 2022, they plan to increase participation to 1,000

students and then by fiscal year 2023 because the contract period is for 27 months, increase that to 2,000 students.

- (3) Ed Dilkes mentioned that what it is worth they have done little segments of each of the components of this program and struggle to find the money to fund them and struggle to maintain program attic coherence with each of them, and this really checks, all the boxes, that they have been working on for years and provides new money to do it.
- (4) Marv Hoffman asked Daren Lynne how much money the Foundation must put up for the three to six months of time before they can get reimbursed. Daren mentioned that since they do normally a two-year contract, based on the Federal fiscal year, they are allowing the Foundation to come in the fourth quarter of this fiscal year, which is July through September. The budget she prepared is based on LACCD salary rate of a step five. It would be for \$175,000 for those three months.
  - (a) However, most people will not come in at that step so we estimate the initial grant will be a \$150,000.
  - (b) Once we start the first quarter of the Federal Fiscal Year 2022, (October 1, 2021) we can request 25% of their estimated reimbursement which is \$477,000.
  - (c) Marv also asked Dr. Gallagher for her input on this matter. She mentioned that they believe this program is a real game changer for the students. Their eventual goal is to be able to take care of all their incoming LA Promise Zone students through this type of program in addition to all the students, they have as ongoing students. They know that the numbers that they are talking for the students who are struggling is probably higher than these numbers that the Board was hearing but they are looking to scale this program and to cover the needs, whatever they are until the Federal and State Government has enough money to cover students cost of attendance.
  - (d) Dean Hansell asked about what are going to be the responsibilities that Foundation would be on reimbursements and other things. Will this be done entirely by the College or is the expectation that the Foundation is going to have to seek the reimbursements and within the Foundation how much administrative time is this take up on our part.
    - (i) Daren Lynne responded that the Foundation would seek the reimbursement and then reallocate them as needed to support the program. She estimates that it's going to probably take about 25% of her time to start. Robert is looking to have some outside support just to make sure that they are managing everything as required.
- (5) Ed Dilkes moved to authorize the Los Angeles City College Foundation to allocate the initial sum of \$150,000 to fund the SFP - Fresh Success at Los Angeles City College beginning July 1, 2021, to the program forward.
  - (a) Danny Chan seconded
  - (b) **Motion passed MSP**

e) COMMITTEE & WORKING GROUPS REPORTS

i) GOVERNANCE & NOMINATIONS

E. DILKES

- (1) Ed Dilkes mentioned that Harvey Englander has resigned from the Board and asked Robert Schwartz to send a letter to Harvey thanking him for his service.

f) TRANSITION – ROBERT SCHWARTZ

- i) Robert Schwartz wanted to let all the Board members know that it is his intention to step down as the Executive Director by the end of the calendar year. He also mentioned that if the Board is interested, he is more than happy to step up and join the Board again, which is where he started before, he became Executive Director. Robert informed the Board that there is a search committee that has been formed. Jeff Zarrinam is heading that Committee. Jeff mentioned that there are a lot of ways to put the word out but first the search committee needs to meet and decide how they want to approach this matter. If any other Board member wants to be part of this Committee to let him know.

III. TREASURER'S REPORT

R. WINTERS

- a) FINANCIALS THROUGH March 2021 were approved by the Board members in the Consent Agenda.
  - i) Bob Winters reported that the total investment with Windward in cash and securities was \$41,926,575.

IV. COLLEGE PRESIDENT'S REPORT

M. GALLAGHER

- a) President Gallagher was present at the meeting but had to leave before she was due to report on the campus activities.
- b) Mike Kalustian briefly reported on the faculty and how they are working closely with the administration in bringing everyone back in the fall semester.

**V. FOUNDATION CHAIR'S REPORT**

**M. HOFFMAN**

- a) 2021 BOARD DUES & CONFLICT OF INTEREST FORM
  - i) Marv reminded the Board to pay their 2021 Board dues.
  - ii) Marv also reminded the Board to complete their 2021 Conflict of Interest forms and send it back to Silvia Martinez as soon as possible.

**VI. PUBLIC COMMENTS**

- a) Some Board members commented on different topics and suggestions.

**VII. ADJOURNMENT AND NEXT MEETING**

- a) The next meeting of the Board will take place on July 27, 2021, at 12:00 PM.
- b) Meeting adjourned at 1:21 P.M.
- c) 2021 meeting calendars and the Board roster were included in the email distribution.

**NOTE: MSP=Moved Second Passed**

Approved and signed by: **Julie Stromberg, Secretary**

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