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**APPROVED-BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
APRIL 2, 2020**

**BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
COUNTY OF COOK AND STATE OF ILLINOIS**

MINUTES

**EMERGENCY BOARD MEETING
SUNDAY, MARCH 15, 2020
DISTRICT OFFICE
180 NORTH WABASH, SUITE 200, CHICAGO, IL 60601**

Pursuant to provisions of the Public Community College Act, as amended, of the State by Illinois, County of Cook, the emergency meeting of the Board of Trustees of Community College District No. 508 was held on March 15, 2020 at 2:30 p.m., District Office, 180 North Wabash Avenue, Suite 200, Chicago, Illinois 60601.

ATTENDEES

TRUSTEES

Walter E. Massey, Chair (via Teleconference)
Elizabeth Swanson, Vice Chair (via Teleconference)
Karen Kent
Deborah H. Telman
Darrell A. Williams
Armani Alexander, Student Trustee (via
Teleconference)

OFFICERS OF THE DISTRICT

Carol Dunning – Chief Talent Officer (via Teleconference)

ASSISTANT BOARD SECRETARY

Ashley Kang (via Teleconference)

CHIEF ADVISOR TO THE BOARD

Tracey B. Fleming

CHANCELLOR

Juan Salgado

GENERAL COUNSEL

Karla Gowen

OTHER ATTENDEES

Oscar Orellana	CCC District Office
Steve Saba	CCC District Office
David Anthony	CCC District Office

I. CALL TO ORDER

Chair Massey began by calling to order the March 15, 2020 Emergency Board Meeting at 2:33 p.m.

II. ROLL CALL

Chair Massey asked the Chief Advisor to call the roll.

The Chief Advisor called roll:

Peggy A. Davis	Present
Karen Kent	Present
Deborah H. Telman	Present
Darrell A. Williams	Present
Armani Alexander	Present (via teleconference)
Elizabeth Swanson	Present (via teleconference)
Walter E. Massey	Present (via teleconference)

III. WELCOME

Chair Massey thanked everyone for coming on short notice, noting that he, Vice Chair Swanson, and Student Trustee Alexander were participating by phone, which is permissible under Article 1.5.3 Sections A-C of the Board Bylaws, provided there was quorum in the room, which was confirmed by the roll call.

The Chair addressed the severity of the issues at hand, and the uncertain times the world is currently facing. Chair Massey noted that the Board must take action to ensure the safety of students, faculty, and staff. Chair Massey also thanked Chancellor Salgado, the cabinet, college presidents, faculty, staff, and union partners who have all been working non-stop in order to moderate and stem the impact of COVID-19.

IV. CHANCELLOR'S UPDATES

Chancellor Salgado thanked the trustees for coming in today in order to consider important policy changes to protect the health and safety of the City Colleges community. Chancellor Salgado noted that these temporary policies would provide for greater flexibility, and affirmed the commitment to actively working with union partners.

V. **PUBLIC PARTICIPATION**

There were no requests for public participation.

VI. **REVIEW OF MARCH 15, 2020 BOARD REPORTS**

Next, Chair Massey initiated the review of board reports.

General Counsel Gowen reviewed Resolution 1.00 to adopt a temporary workforce and sick leave policy. Associate Vice Chancellor Anthony reviewed Agreement 4.00 to request authorization of an agreement with SET Environmental, Inc. for clean up services on an as-needed basis.

Trustee Kent asked about the scope of work that SET Environmental would be conducting. AVC Anthony noted that in an event of an exposure at a City Colleges facility, the vendor would conduct deep cleaning in a safe manner, and could also be used to supplement the janitorial staff if needed for deep cleaning over spring break. Chancellor Salgado noted that City Colleges already has one company approved to do such work; this agreement would provide additional capacity if needed.

Trustee Williams asked if the amount being authorized included a retainer fee, and if City Colleges expected to need to utilize these services. AVC Anthony affirmed that the amount was authorized for an as-needed basis, and that there was no retainer fee. Chancellor Salgado noted that there was no reason at this time to use the vendor, but reiterated that the vendor would be available should there be additional need.

Trustee Kent encouraged continuing communication with union partners. Chancellor Salgado noted the efforts being made to keep everyone informed, and that time was actively being scheduled to meet with labor partners.

Chair Massey voiced concern about SET Environmental, Inc. being overloaded and not having capacity to serve City Colleges, should the need arise. General Counsel Gowen reaffirmed that with the authorization of this agreement, City Colleges would have two vendors to utilize should an event arise where cleaning services were needed.

Trustee Telman noted that the situation is continuing to evolve, and emphasized the need for the Board to be prepared and updated regularly. The Chancellor agreed, and noted that he would work with the Chair to ensure the full Board was kept informed.

VII. **REVIEW AND APPROVAL OF THE MARCH 15, 2020 EMERGENCY BOARD MEETING PACKET**

Next, Chair Massey led the board in the approval of the [resolution](#) and [agreement](#) listed in the Consent Agenda. The Chair asked for a motion to approve the Consent Agenda items with a roll call vote.

<Motion> Trustee Deborah H. Telman

<Second> Trustee Darrell A. Williams

Motion carried.

The Chief Advisor called the roll,

Peggy A. Davis	Aye
Karen Kent	Aye
Deborah H. Telman	Aye
Darrell A. Williams	Aye
Armani Alexander	Aye (Advisory)
Elizabeth Swanson	Aye
Walter E. Massey	Aye

There were six ayes, zero nays, and no abstentions or recusals.

VIII. MOTION FOR CLOSED SESSION

Chair Massey noted that there would be no Closed Session.

IX. MOTION TO ADJOURN

Upon concluding that there was no more items of business to come before the Board, the Chair asked for a motion to adjourn.

<Motion> Trustee Deborah H. Telman
<Second> Trustee Darrell A. Williams

Motion Carried.

The meeting adjourned at 2:48 p.m.

Submitted by – Ashley Kang, Assistant Board Secretary