

CHANCELLOR'S PUBLIC SAFETY EDUCATION ADVISORY COMMITTEE

COMMITTEE MEETING MEETING MINUTES APRIL 26, 2007

Meeting Location

POST
Sacramento, California

Meeting Time

10:00am – 12:00pm

Attendees

Paul Bestolarides
Art Cota (Chair)
Dr. P.J. Ortmeier
Robert Pollard

Dick Reed
Mike Richwine
David Senior

Guests

Steve Cushing
Sandra Israel (Recorder)

Welcome and Introduction by Mr. Art Cota

- Meeting called to order at 10:20 a.m.
- Mr. Cota stated that the intent of today's meeting is to review the RFA applications that are under consideration based on the previously approved concept proposals.
- Mr. Pollard and Mr. Cushing stated they will focus attention on combining all proposals into the single RFA that will go to the Chancellors Office; Mr. Cota offered help by Ms. Israel. (*Action Item*)
- Handouts
 - Expense Report
 - Meeting Minutes, February 8, 2007
 - Meeting Minutes, March 29, 2007

Application Abstract

Mr. Cota distributed Application Abstracts for review and discussion by the Committee.

- Application Abstract - Online Instructor Development Course
 - Commission on Peace Officer Standards and Training (POST) – (& South Bay Public Safety Training Consortium)
 - Total Costs: \$186, 992
 - Mr. Cushing confirmed that software is not proprietary; disk will be available and program to run the software is free; Mr. Cota asked Mr. Cushing to arrange for the developers to present the 1st 2-hour module at the next meeting. (*Action Item*)
 - Approved by Committee
- Application Abstract - Fire Technology Student Learning Outcomes
 - San Jose/Evergreen Community College
 - Total Costs: \$50,000
 - Mr. Cota noted that proposal needs to be reduced by 4% for overhead fees (Evergreen College).
 - Approved by Committee

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Application Abstracts – (continued)

- Application Abstract – Program Review Project
 - California Association of Administration of Justice Educators
 - Total Costs: \$25,000time
 - No discussion items
 - Approved by Committee
- Application Abstract – State Fire Training Ethics and Public Education Training
 - Cal-Fire
 - Total Costs: \$48,000 (Note: this amount is listed in error the amount previously approved was \$38k.)
 - Mr. Richwine needs to notify Mr. Slaughter of change in total from \$48k to \$38k
 - Approved by Committee

Other Business

- Mr. Cota suggested having a liaison between the Committee and the Collaborative to stay up to date; he recommends hiring someone using \$10k of the Committee and Leadership grant funds to be paid at an hourly rate; liaison would assist the committee by assisting in the coordination of committee meeting activities and working with the sub-grantees to develop a Project Marketing Plan, tracking deliverables and ensuring that the committee is receiving regular updates. Committee agreed to allow Mr. Cota hire a liaison.
- Mr. Cota let Committee know that Ms. Israel will now be making meeting arrangements, in addition to e-mailing final meeting minutes to committee members.

Estimated Future Meeting Date

- May 31 and/or June 1, 2007 in San Diego, possibly a two-day meeting (*Action Item*)

Meeting Adjourned

- Meeting adjourned at 11:40 a.m.

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ACTION ITEMS**

Introduction and Welcome by Mr. Art Cota

- South Bay to prepare application for submittal to Chancellor's Office (4/26/07)*
- Mr. Cota to distribute revised Grant Concept Proposal, Review Guidelines (3/29/07)*

Application Abstracts

- South Bay to make presentation of Online Instructor Development Course at next meeting (4/26/07)*
- South Bay to submit Application Abstract to Chancellor's Office by May 25, 2007 (4/26/07)*

Add Hydraulics as core course to Fire Technology Certificate Program

- Mr. Senior will send Mr. Slaughter curriculum information on new recommendation for six (6) core courses (2/8/07)*
- Mr. Cota will write letter to the Chancellor's Office on behalf of CPSEAC supporting change to Fire Technology core courses (to be mailed to the California Fire Technology Directors Association) (2/8/07)*

06/07 Collaborative Overview

- Ms. Bevins will send committee members details of the consultants' costs listed in RFA 06-163 budget (2/8/07)*

2006 Collaborative Overview – Homeland Security/Community Colleges

- Ms. Laura Lorman will fax NIMS matrix to Mr. Cota (12/8/06)*
- Mr. Cota will redistribute NIMS matrix to committee members (12/8/06)*
- Ms. Bevins to track projects and deliverables, and ensure projects are carried out as planned (12/8/06)*

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Chancellors Office Report

- Mr. Cota will arrange a meeting with Mr. Ron Selge at the Chancellor's Office; attendees include Mr. Cota, Mr. Senior, and Mr. Cushing (2/8/07)*
- Mr. Cota will check with the Chancellor's Office on the 18-point list for reviewing contracts – Note: this was Ms. Robles' action item on 12/8/06 meeting minutes to send the list to Mr. Cota (2/8/07)*
- Ms. Robles needs final report for \$38,000; Mr. Cota will check with South Bay on status and get back to Ms. Robles (12/8/06)*
- Mr. Cota will check with Evergreen on budget (12/8/06)*
- Ms. Robles will email budget and attachments to Mr. Cota (12/8/06)*
- Mr. Cota will distribute budget and attachments to committee once received from Ms. Robles (12/8/06)*
- Fee Issue: Ms. Robles proposes that Chancellors Office send memo about informing districts regarding "no audit" exception – Incomplete, needs to send memo (9/7/06)*
- Fee Issue: Ms. Robles will request that the Chancellors Office send an advisory to review instructional contracts – Incomplete, needs to work with Ralph (9/7/06)*
- Mr. Cota will check on source of Instructional Agreements binder received from Chancellor's Office then let Ms. Robles know the source (12/8/06)*
- Ms. Robles will send Mr. Cota the 18-point list for reviewing contracts (12/8/06)*
- Ms. Robles will follow up with Mr. Burnett regarding the procedures he sent; she will send the procedures to the committee members per Mr. Cota's request (12/8/06)*
- Mr. Cota will let Ms. Robles know official decision from Committee on planning and approval process*

Estimated Future Meeting Date

- May 31 and/or June 1,, 2006. Ms. Israel to provide additional details.*