



Board of Directors Meeting
INTELECOM Intelligent Telecommunications
dba Intelcom Learning

Friday, August 12, 2016
9:00 A.M. - 10:00 A.M.
150 E. Colorado Boulevard, Suite 300
Pasadena, CA 91105

To join remotely:

*PC, Mac, iOS, Android: <https://cccconfernow.zoom.us/j/3894769063>
Phone: (646) 558 8656 or (408) 638 0968 ♦ Meeting ID: 389 476 9063*

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. MINUTES

ACTION

- A. Board of Directors Meeting: June 3, 2016
Recommended Action: Approve June 3, 2016 meeting minutes.

Attachment A

IV. GENERAL BUSINESS

ACTION

- A. Nomination and Election of Vice Chair
Recommended Action: Nominate and elect an individual to serve as Vice Chair (replacing Lori Bennett) until regular election of officers in January 2017.

V. DEPARTMENTAL BUSINESS AND REPORTS

A. CEO

1. Grants Update
2. Veterans Update
 - a. Kenn Philips, Valley Economic Alliance
 - b. Anthony Altman, Outreach for Vets Advocacy
 - c. Pamela Burton, Leadership Pasadena
3. OEI Update
 - a. @ONE training (Canvas)
 - b. OEI Canvas account (dev only)
 - c. @ONE Canvas account
 - d. Consortium college Canvas account
4. Title IX: Formation of advisory group
5. AEBG: Draft proposal to Dr. Deborah Jones
6. AACJC: Draft proposal to Dr. Barbara Beno
7. Ventura County CCD Visit: July 26
8. PLN: September trip to CCCCO with Erika Endrijonas

B. Administration and Finance

1. Financial Reports: June 30, 2016 and July 31, 2016 Attachments B, C

ACTION

2. Proposed Budget FY 2016-17 Attachment D

Recommended Action: Approve FY 2016-17 budget.

ACTION

3. Annual Resolutions

a. Authority of Allen Dooley and Cameron Cox to Sign Financial Transactions with Community Bank Attachment E

b. Authority of Allen Dooley and Peter Grant to Enter into Loan Agreements with Community Bank Attachment F

Recommended Actions: Approve resolutions in 3a and 3b within defined parameters (there is no change to content from 2015 versions).

ACTION

C. Revised Anti-Harrasment Policy Attachment G

Recommended Action: Approve proposed revision to the anti-harrasment policy in the Intelecom employee handbook, based on April 2016 change in Fair Employment and Housing Act regulations.

D. Marketing Report Attachment H

E. Production Report Attachment I

VI. EXECUTIVE SESSION (Personnel)

VII. OTHER

VIII. PUBLIC COMMENT

IX. ADJOURNMENT

2016/17 Meeting Schedule:

Friday, August 12, 2016
(9:00am-11:00am)

Friday, October 21, 2016
(9:00am-12:00pm; includes Annual Meeting)

Friday, January 27, 2017
(9:00am-11:00am)

Friday, March 24, 2017
(9:00am-11:00am)

Friday, June 9, 2017
(9:00am-11:00am)