

LOS ANGELES COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

MINUTES – REGULAR MEETING

Wednesday, October 8, 2014
Public Session 3:30 p.m.
Los Angeles Trade-Technical College
Aspen Hall – Room 101
400 West Washington Blvd. • Los Angeles, California 90015

The regular meeting of the Board of Trustees of the Los Angeles Community College District (LACCD) was called to order at 3:34 p.m. with President Scott J. Svonkin presiding.

The following members were present: Mike Eng, Mona Field, Ernest H. Moreno, Nancy Pearlman, Miguel Santiago, Scott J. Svonkin, and Steve Veres. Student Trustee LaMont G. Jackson was present.

Chancellor Francisco C. Rodriguez was present.

Student Trustee Jackson led the Pledge of Allegiance to the Flag.

WELCOMING REMARKS BY LAURENCE FRANK, PRESIDENT, LOS ANGELES TRADE-TECHNICAL COLLEGE

President Svonkin introduced Mr. Laurence B. Frank, President, Los Angeles Trade-Technical College (LATTC).

Mr. Frank introduced the following individuals from LATTC:

Mr. Wallace Hanley, Academic Senate President; Ms. Carole Anderson, AFT Chapter President; and Ms. Lori Hunter, AFT Staff Chapter Chair.

Mr. Hanley introduced Mr. Elton Robinson, Chair, Cosmetology Department.

Ms. Anderson introduced the following members of the LATTC AFT Faculty Committee:

Mr. John McDowell, Dr. Linda Cole, Ms. Margaret Murphy, and Ms. Kathleen Yasuda.

Ms. Hunter introduced the following members of the LATTC AFT Staff Guild Executive Board:

Ms. Kookie Murray, Mr. Erroll Traylor, and Ms. Mitchell Horn.

Mr. Frank introduced Mr. James Johnston, ASO President, who in turn introduced the following members of the LATTC ASO Executive Board:

Mr. Baye Watkins and Ms. Rosemary Sterling.

Mr. Frank introduced Mr. Miguel Rodriguez, Representative, Building and Construction Trades Council; Mr. Juan Rosales, Representative, SEIU Local 99; Mr. Charles Ruffin, Representative, SEIU Local 721; Mr. Galen Bullock, Representative, Supervisory Unit; Mr. William Smith, Representative, Classified Management; and Dr. Luis Dorado, Representative, Teamsters Local 911.

APPROVAL OF MINUTES

Motion by Trustee Field, seconded by Trustee Moreno, to approve the following minutes:

Regular Meeting and Closed Session – August 6, 2014
Special Meeting – August 20, 2014
Regular Meeting and Closed Session – August 20, 2014
Special Meeting – August 23, 2014
Regular Meeting and Closed Session – September 3, 2014
Regular Meeting and Closed Session – September 17, 2014

Student Trustee Advisory Vote: Aye (Jackson)
APPROVED: 7 Ayes

REPORTS FROM REPRESENTATIVES OF EMPLOYEE ORGANIZATIONS AT THE RESOURCE TABLE

The following individuals reported from the Resource Table:

Mr. Donald Gauthier, President, District Academic Senate; Mr. James Johnston, ASO President, LATTTC, and Student Representative at the Resource Table; and Ms. Sandra Lepore, Executive Director, AFT College Staff Guild, Local 1521A.

ANNOUNCEMENTS FROM THE COLLEGE PRESIDENTS

Ms. Renee D. Martinez, President, Los Angeles City College (LACC), announced that starting on October 9, 2014, the LACC Theatre Academy will present a production entitled "Our Lady of 121st Street."

Dr. Nabil Abu-Ghazaleh, President, West Los Angeles College (WLAC), reported that Chancellor Rodriguez was the opening keynote speaker during the "Strengthening Student Success" Conference that took place in Costa Mesa from October 8 to 10, 2014.

Mr. Frank announced that on October 16, 2014, LATTTC will hold its annual Foundation Student Benefit Dinner. He further announced that Mariposa Hall at LATTTC has received an award from the Engineering News Record, which is the top award for an educational structure in the country.

PUBLIC AGENDA REQUESTS

Oral Presentations

President Svonkin read the cautionary language for speakers and their personal responsibility and, potentially, personal liability for defamatory remarks.

President Svonkin entertained a motion to allocate two minutes each for the speakers regarding LATTTC.

Motion by Trustee Field, seconded by Trustee Moreno, to allocate two minutes per speaker.

Student Trustee Advisory Vote: No (Jackson)

*APPROVED: 6 Ayes (Eng, Field, Moreno, Santiago, Svonkin, Veres)
1 No (Pearlman)*

Mr. Callan Flowers addressed the Board regarding using a single food service vendor to take over the District's food service needs. He distributed a document regarding Aramark Correctional Services.

Ms. Yolanda Toure addressed the Board regarding the downsizing of the LATTC Computer Applications and Office Technologies Program.

The following individuals addressed the Board regarding the need to retain the Culinary Program at LATTC:

Mr. James Johnston, Mr. William Yee, Mr. Ruben Herrera, Mr. Gerald Powell, and Mr. John Noyola.

Mr. Larry Young addressed the Board regarding the unsanitary conditions of the Lovebirds Café at WLAC.

Scheduled speaker Mr. Jaime Soto was not present.

The following individuals addressed the Board regarding the need to retain the Culinary Program at LATTC:

Mr. Bayé Watkins, Dr. Freddie McClain, and Mr. Roosevelt Johnson.

President Svonkin indicated that there are currently no proposals before the Board of Trustees regarding food services and that no decisions will be made until this issue is posted on the Board agenda and presented at a public Board of Trustees meeting.

Chancellor Rodriguez reiterated that there is no proposal. He indicated that the proposal in the spring of 2014 was presented after a series of discussions took place. He indicated that the new goal is to provide improved food services across the District. He indicated that he is charged to work with the College Presidents to provide a greater assessment as to the food service needs.

Student Trustee Jackson requested that the students be part of the process to assess the food service needs.

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There being no objection, President Svonkin recessed the regular meeting at 4:15 p.m.

The regular meeting reconvened at 4:25 p.m.

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PUBLIC AGENDA REQUESTS (continued)

Oral Presentations (continued)

Mr. Nehasi R. Lee addressed the Board regarding student equity.

President Svonkin read the cautionary language for speakers and their personal responsibility and, potentially, personal liability for defamatory remarks.

President Svonkin indicated that six individuals have signed up to speak regarding the SEIU Local 99 contract. He entertained a motion to allocate three minutes per speaker.

Motion by Trustee Field, seconded by Trustee Moreno, to allocate three minutes per speaker.

Student Trustee Advisory Vote: No (Jackson)
APPROVED: 5 Ayes (Field, Moreno, Santiago, Svonkin, Veres)
2 Noes (Eng, Pearlman)

The following individuals addressed the Board regarding the SEIU Local 99 contract:

Ms. Chris Ozan, Ms. Diana Rodriguez, Mr. Keon Hamilton, Mr. Juan Rosales, Ms. Kathleen Beckett, and Ms. Diva Sanchez.

Proposed Actions

None.

REQUESTS TO ADDRESS THE BOARD – MULTIPLE AGENDA MATTERS

None.

REPORTS AND RECOMMENDATIONS FROM THE BOARD

Reports of Standing and Special Committees

Trustee Moreno reported on the Budget & Finance Committee meeting.

Proposed Actions

The following action items, considered as a part as if fully set forth hereto and a certified copy of which will be on file in the Office of the Board of Trustees, were presented by the Board of Trustees and action taken as indicated.

Com. No. BT1. Resolution – District Classified Employees Retirement

Motion by Trustee Field, seconded by Trustee Pearlman, to adopt Com. No. BT1. as follows:

WHEREAS, The classified employees identified below have been employed with the Los Angeles Community College District for many years; and

WHEREAS, The classified employees have contributed significantly toward providing the highest quality of services to our students and the public on behalf of the Los Angeles Community College District; now, therefore, be it

RESOLVED, That the Personnel Commission and the Board of Trustees of the Los Angeles Community College District do hereby commend the employees for their contributions and extend best wishes in their retirement.

SUMMARY OF RETIRED CLASSIFIED EMPLOYEES

<u>Last Name</u>	<u>First Name</u>	<u>Job Classification</u>	<u>Years of Service</u>	<u>Location</u>	<u>Retirement Date</u>
Iyemura	Cathy	Senior Research	38	District	8/22/2014
	Sakaye	Analyst			
Klein	Abbey Joan	SFP-Program Director	12	Harbor	7/31/2014

ADOPTED: 7 Ayes

Com. No. BT2. Resolution – Hispanic Heritage Month September 15 – October 15, 2014

Motion by Trustee Veres, seconded by Trustee Santiago, to adopt Com. No. BT2. as follows:

The following resolution is presented by Board Members Svonkin, Veres and Santiago:

WHEREAS, In 1968, Congress authorized President Lyndon B. Johnson to proclaim a week in September as National Hispanic Heritage Week and in 1988, this celebration was expanded to National Hispanic Heritage Month from September 15 to October 15 of each year; and

WHEREAS, During this time, America celebrates the culture and traditions of United States residents who trace their roots to Spain, Mexico, and the Spanish-speaking nations in Central America, South America, and the Caribbean; and

WHEREAS, The founding origins of the city of Los Angeles are Latino and we take this opportunity to recognize the contributions of Latino-Americans for helping shape our national character and strengthen our communities for a better tomorrow; and

WHEREAS, Latinos continue to be the largest and fastest growing group, comprising 55 percent of the total student population (Fall 2013) as compared with Los Angeles County which is 48 percent Latino; and

WHEREAS, Latinos comprise 53 percent of the 18-34 year-old age group in Los Angeles County; and

WHEREAS, The Los Angeles Community College District (LACCD) Latino workforce continues to grow but, overall, it still lacks parity within the total District workforce; and

WHEREAS, The LACCD family is encouraged to become enriched by the contributions and achievements of the many cultures that foster the pride of the Latino community; and

WHEREAS, Understanding, tolerance, and acceptance of the diverse populations living in our communities is especially critical in these days; now, therefore, be it

RESOLVED, That the Board of Trustees of the Los Angeles Community College District does hereby proclaim September 15 – October 15, 2014 as Hispanic Heritage Month in honor of the diverse cultures that comprise the Latino communities of the greater Los Angeles area and specifically the Los Angeles Community College District; and be it further

RESOLVED, That the Board of Trustees of the Los Angeles Community College District does hereby encourage faculty during this month to integrate and share the contributions of Latinos with their students, via their curriculum, to further enlighten the students to be well-informed individuals.

Student Trustee Advisory Vote: Aye (Jackson)
ADOPTED: 7 Ayes

For the record, President Svonkin noted that October is "*Breast Cancer Awareness Month*" and emphasized the importance of scheduling regular health exams. He further stated for the record that October is "*Domestic Violence Awareness Month*." He indicated that this is a serious issue and encouraged anyone who needs help to take advantage of the resources available at the colleges.

REPORTS FROM THE CHANCELLOR AND COLLEGE PRESIDENTS

Reports from the Chancellor Regarding Activities or Pending Issues in the District

Chancellor Rodriguez indicated that this meeting is the first of the 2014-15 fiscal year to be held at a college. He emphasized the importance of allowing the students to address the Board regarding any issues that impact them.

Chancellor Rodriguez indicated that three current District goals are (1) to focus on improving student success throughout the District; (2) to look at the fiscal health, both in the short term and the long term; and (3) to look at raising the District's profile, credibility, and visibility throughout the state and the nation. He then introduced Mr. Frank for a presentation on behalf of the College:

Addendum – College Presentation: "LATTC/CRCD WorkSource Center – an America's Jobs Center of California"

A document entitled "WorkSource Center" was distributed.

Mr. Frank gave a PowerPoint presentation and discussed the document with respect to the WorkSource Center, its partnership with America's Job Center of California (AJCC), and its partnership with the Coalition for Responsible Community Development (CRCD). He introduced Ms. Noemi Soto, Director, WorkSource Center.

Ms. Soto continued the PowerPoint presentation and discussed the document with respect to partners such as the Employment Development Department (EDD), integration with the LATTC Bridges for Success program, the long-term vision, and expected outcomes for 2014-15.

A question and answer session was conducted regarding the presentation.

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REPORTS AND RECOMMENDATIONS FROM THE BOARD (continued)

Reports of Standing and Special Committees (continued)

Trustee Veres reported on the Facilities Master Planning & Oversight Committee special meeting of October 1, 2014.

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CONSENT CALENDAR

Matters Requiring a Majority Vote

Motion by Trustee Field, seconded by Trustee Moreno, to adopt the Consent Calendar as amended on Matters Requiring a Majority Vote.

President Svonkin requested that Board members identify agenda items about which they had questions.

Com. No. BF1. Budget Revisions and Appropriation Transfers

Com. No. BF2. Adoption of the 2015-2016 Budget Development Calendar

Com. No. BF3. Adopt Resolution for Assignment of Delinquent Tax Receivables to the California Statewide Delinquent Tax Finance Authority

Com. No. BSD1. Ratifications for Business Services

With respect to Item O. Service Agreements Agreement Number 4500181066 as it relates to an agreement with the California Department of Motor Vehicles to obtain information on delinquent and defaulted student loan borrowers in order to reduce the quantity of outstanding loans and the quantity and frequency of student loan defaults for the Central Financial Aid Unit, Trustee Field requested assurance that the LACCD is not held accountable for loans that students may have incurred at previous educational institutions.

Ms. Jeanette Gordon, Chief Financial Officer/Treasurer, responded that the District is not held accountable for any student loans. She indicated that she needs to review this item and recommended that it be withdrawn.

President Svonkin indicated that this item would be withdrawn.

Item O. Agreement Number 4500181066 was withdrawn.

With respect to Item H. Lease of Facilities for District Use Agreement Number 4500200828 as it relates to an agreement with Hyatt Regency Sacramento to provide lodging and banquet services for 45 participants of the two-day Threshold/Compass Leadership Institute, Trustee Eng spoke in opposition to this item because of an ongoing labor dispute. He requested that this item be separated for the vote. He indicated that 75 percent of the legislators in California including the Governor will not patronize this hotel.

President Svonkin indicated that Com. No. BSD1. Item H. Agreement Number 4500200828 would be separated for the vote.

Com. No. BSD2. Business Services Routine Report

With respect to Roman Numeral IV. Ratify Service Agreements Item C. as it relates to an amendment to extend the agreement with Brian Rix dba Burke/Rix Communications to provide consulting and coordination services involving the operation and fundraising activities of the LACCD Foundation, Trustee Field expressed her concern that the Board has not received any reports for the past several years regarding the activities of this firm.

Chancellor Rodriguez indicated that he would provide an update to the Board members by November 2014 regarding the firm's activities.

Com. No. FPD1. Facilities Planning and Development Routine Report

President Svonkin noted the following revisions:

Com. No. FPD1.

...

II. AUTHORIZE PROFESSIONAL SERVICES AGREEMENTS

~~A. Authorize an agreement with OpTerra Energy Services (formerly known as Chevron U.S.A., Inc., d/b/a Chevron Energy Solutions) to provide continued design and Division of the State Architect closeout services for the Roadway, Walkway, Grounds, Parking Lot – Landscaping/Hardscape Improvements project at Los Angeles City College.~~

~~Withdrawn.~~

Com. No. FPD1. – Resource Document

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II. AUTHORIZE PROFESSIONAL SERVICES AGREEMENTS

~~A. Authorize an agreement with OpTerra Energy Services (formerly known as Chevron U.S.A., Inc., d/b/a Chevron Energy Solutions) to provide continued design and Division of the State Architect closeout services for the Roadway, Walkway, Grounds, Parking Lot (RWGPL) – Landscaping/Hardscape Improvements project at Los Angeles City College from October 9, 2014 through August 7, 2018 at a cost not to exceed \$194,005 inclusive of eligible reimbursable expenses.~~

Background

~~On May 21, 2008 (Com. No. FPD1), the Board of Trustees authorized Agreement No. 70478 with Chevron U.S.A., Inc., d/b/a Chevron Energy Solutions to serve as the Architect of Record and design-builder for the campus-wide underground utility/infrastructure improvement. A new agreement is proposed to continue design and Division of the State Architect (DSA) certification services. While the design-build agreement was active for the project under the auspices of Chevron, two change orders were issued to expand the scope of work to include pedestrian area hardscape/landscape improvements adjacent to the project as well as design of a fire lane. However, the required submittals of the added design work was rejected by DSA when submitted for review on the basis that the added scope was separate and distinct from the campus-wide underground utility/infrastructure improvement project and required a separate and comprehensive application. The new agreement accommodates design work and related DSA process services for: landscape/hardscape work around the central plant and a fire lane between Franklin Hall and the Child Development Center. This agreement has been considered through the participatory governance process.~~

Award History

~~This agreement represents the 27th agreement awarded to this company through the Bond Program and a cumulative original award total of \$190,576,334. Other projects include the Photovoltaic Solar Energy System project at Los Angeles Valley College and Central Plant project at East Los Angeles College. The fee is within the Design and Specialty Consultant Fee Guidelines.~~

Funding and Development Phase

~~Funding is through Measure J Bond proceeds. RWGPL — Landscaping/Hardscape Improvements — 31C.5173.05.02. Construction Phase.~~

Withdrawn.

Com. No. FPD2. Authorize Master Procurement Agreements

Trustee Eng inquired if the bond program items listed in Com. Nos. FPD1. and FPD2. meet the minimum 30 percent participation by Local, Small, Emerging, and Disabled Veteran-owned (LSEDV) businesses.

Mr. James D. O'Reilly, Chief Facilities Executive, responded that the bond program is meeting or exceeding the minimum 30 percent LSEDV participation level and that data would be provided that confirms this fact.

Com. No. FPD3. Adopt Resolution Ratifying Staff Issuing a Request for Qualifications and Proposals under Education Code Section 81335 for the Demolition of Elm and Aloe Halls Project at Los Angeles Trade-Technical College; and Authorizing the Award of a Site Lease, Facilities Lease and Related Construction Services Agreement

Com. No. HRD1. Personnel Services Routine Actions

Com. No. HRD2. Authorize Employment Actions for District Executives

Com. No. ISD1. Approval of Educational Programs and Courses

Com. No. ISD2. Approve New Community Services Offerings

Com. No. ISD3. Approve Out-of-State Student Travel

Com. No. PC1. Personnel Commission Actions

Correspondence

The Student Trustee's vote did not apply to HRD1., HRD2., ISD3., PC1., and the Correspondence.

Student Trustee Advisory Vote: Aye (Jackson)
ADOPTED AS AMENDED WITH THE EXCEPTION OF COM. NO. BSD1. ITEM H. AGREEMENT NUMBER 4500200828: 7 Ayes

Com. No. BSD1. Item H. Agreement Number 4500200828

Student Trustee Advisory Vote: No (Jackson)
ADOPTED: 6 Ayes (Field, Moreno, Pearlman, Santiago, Svonkin, Veres)
1 No (Eng)

Matters Requiring a Super Majority Vote

Com. No. BF4. Authorize Use of \$4.6 Million from Contingency Reserve to Augment College Budgets to Fund a 2% Over-Cap Enrollment Growth

Motion by Trustee Field, seconded by Trustee Moreno, to adopt Com. No. BF4.

For the record, President Svonkin indicated that this expenditure will not impact the District's ability to maintain a 10 percent reserve in order to protect contracts, agreements, and its bond rating.

For the record, Trustee Veres noted that one of the recommendations has to do with assisting Los Angeles Southwest College (LASC) in managing its budget and achieving its enrollment goal.

Student Trustee Advisory Vote: Aye (Jackson)
ADOPTED: 7 Ayes

RECOMMENDATIONS FROM THE CHANCELLOR

None.

NOTICE REPORTS AND INFORMATIVES

Com. No. HRD/A. [Collective Bargaining Informative] Initial Proposal of the AFT College Staff Guild, Local 1521A to the Los Angeles Community College District for Negotiating the 2014-2017 Collective Bargaining Agreement

Presented by Chancellor Rodriguez.

Com. No. HRD/B. [Collective Bargaining Notice] Adopt the District's Initial Proposal to the Exclusive Representatives of the AFT College Staff Guild, Local 1521A

Noticed by Chancellor Rodriguez.

Com. No. ISD/A. [Informative] Notification of Out-of-State Student Travel

Presented by Chancellor Rodriguez.

ANNOUNCEMENTS AND INDICATIONS OF FUTURE PROPOSED ACTIONS BY MEMBERS OF THE BOARD OF TRUSTEES

None.

REQUESTS TO ADDRESS THE BOARD OF TRUSTEES REGARDING CLOSED SESSION AGENDA MATTERS

President Svonkin read the cautionary language for speakers and their personal responsibility and, potentially, personal liability for defamatory remarks.

With respect to Com. No. HRD3. Disciplinary Action Regarding Classified Employees Roman Numeral II. Dismissal of Classified Permanent Employees Item B., Mr. Carlos Covarrubias addressed the Board regarding the situation that resulted in his recommended dismissal.

With respect to Com. No. HRD3. Roman Numeral II. Item A., Mr. Oledean Outland addressed the Board regarding the charges against him.

Ms. Diva Sanchez addressed the Board on behalf of Mr. Outland. She distributed a series of documents regarding the incidents that resulted in the charges against Mr. Outland.

RECESS TO CLOSED SESSION

There being no objection, the regular meeting recessed to Closed Session in accordance with The Ralph M. Brown Act, Government Code sections 54950 et seq., and the Education Code to discuss the matters on the posted Closed Session agenda pursuant to Government Code section 54954.5 (see Attachment A).

Student Trustee Jackson requested that the Board meeting be adjourned in the memory of Mr. Christopher Anthony "Kris" Millan, Student and member of the Wrestling Team, East Los Angeles College (ELAC), who was killed in a car accident on July 24, 2014.

The regular meeting recessed to Closed Session at 6:05 p.m.

(Student Trustee Jackson left the meeting at 6:06 p.m.)

RECONVENE REGULAR MEETING OF THE BOARD OF TRUSTEES

The regular meeting of the Board of Trustees of the LACCD reconvened at 8:12 p.m. with President Scott J. Svonkin presiding.

The Board members were present with the exception of Trustee Veres and Student Trustee Jackson.

Chancellor Francisco C. Rodriguez was present.

REPORT OF ACTIONS TAKEN IN CLOSED SESSION – OCTOBER 8, 2014

President Svonkin indicated that The Ralph M. Brown Act requires that certain matters decided in Closed Session be reported during the public session that follows.

The Board took no actions required to be reported.

CONSENT CALENDAR

Matters Requiring a Majority Vote

Com. No. HRD3. Disciplinary Action Regarding Classified Employees

Ms. Camille Goulet, General Counsel, noted the following amendment:

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II. DISMISSAL OF CLASSIFIED PERMANENT EMPLOYEES

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~~**B. The dismissal of employee (EN805191) assigned to the Los Angeles Community College District as a permanent Academic Personnel Specialist is based on the following causes:**~~

- ~~• One or More Criminal Convictions Which Indicate that the Person is a Poor Employment Risk in the Job Classification He/She Holds~~
- ~~• Failure to Disclose Material Facts Regarding Criminal Records~~

~~**Background: The above recommendation is in accordance with procedures listed in Education Code Section 88123 and Personnel Commission Rule 735. Evidence is on file in the Employer-Employee Relations Unit of the Human Resources Division to support the above recommendation.**~~

~~**Due process rights guaranteed by Skelly v. State Personnel Board, 15 Cal. 3d 194 (1975) have been afforded the above listed permanent employee.**~~

Withdrawn.

Motion by Trustee Field, seconded by Trustee Santiago, to adopt Com. No. HRD3, as amended.

ADOPTED AS AMENDED: 6 Ayes Absent: Trustee Veres

Com. No. ISD4. Student Discipline – Expulsion Without Reconsideration

President Svonkin noted the following revision:

~~I. Expel Los Angeles Southwest College Student, SID # XX-XXX-2253, from all colleges in the Los Angeles Community College District without reconsideration.~~

~~The student has violated the following Standards of Student Conduct:~~

~~Board Rule 9803.11 – Violation of College Rules and Regulations~~

~~Board Rule 9803.18 – Assault or Battery~~

~~Background: Education Code 72122 requires that the final action of the Board shall be taken in a public meeting. The above recommendations are made in accordance with Board Rule 91101.6 and 91101.18.~~

Withdrawn.

Motion by Trustee Moreno, seconded by Trustee Santiago, to adopt Com. No. ISD4. as amended.

ADOPTED AS AMENDED: 6 Ayes Absent: Trustee Veres

ADJOURNMENT

There being no objection, the regular meeting was adjourned in the memory of Mr. Christopher Anthony "Kris" Millan at 8:14 p.m.

FRANCISCO C. RODRIGUEZ
Chancellor and Secretary of the Board of Trustees

By: Laurie Green
Laurie Green
Assistant Secretary to the Board

APPROVED BY THE BOARD OF TRUSTEES:



Scott J. Svonkin
President of the Board

Date November 5, 2014