

Health Services Association
California Community College
State Executive Committee
Wednesday March 10, 2004
Approved Minutes

Kate Hartzell, State President called the meeting to order at 1:30 pm

Sharon Bartels	San Mateo College
Elizabeth Benne	L.A. Pierce College
Lorain Brault	Fullerton College
Laureen Campana	Columbia College
Rosalyn Chan	Mission College
Alice DuFresne Reyes	Gavilan College
Carol Erickson	Monterey Peninsula Community College
Charles E. Gale	Cerritos College
Kate Hartzell	Cabrillo College
Angie Hill	Solano Community College
Chris Hogstedt	Irvine Valley College
Beth Hoffman	Santiago Canyon College
Beverly Kemmerling	College of the Canyons
Naomi Kitajima	Foothill College
Sharon Manakas	Moorpark College
Mary Mirch	Glendale College
Janet Olson	American River College
Becky Perelli	West Valley College
Marti Peterson	American River College
Susan Quinn	Santa Rosa Junior College
Sandy Samples	Mt. San Antonio College
Hilda Sielicki	Modesto Junior College

Minutes provided today are from our meeting at Newport Beach. Unfortunately, these minutes are the draft version and not the final version. The minutes were, therefore, tabled until the State Meeting Friday morning.

Conference Chair – Alice Dufresne Reyes

Alice Dufresne Reyes gave the committee an update on the schedule for the conference this Thursday and Friday.

- 1.) All the chairs from the various committees will be identified that helped bring this conference together.

- 2.) Registration will begin later this evening.
 - 3.) Immediately after dinner, please plan to attend the welcome reception that will be provided by Med Pro. You can register for the conference prior to attending the welcome reception where desserts will be served. We will be receiving two tickets at the dessert bar for drinks.
 - 4.) A few of the conference committee people have keys to the conference rooms so as a group we must be responsible to keep everything secure.
 - 5.) Photocopying at Asimolar is 15 cents per copy. Carol Erickson offered to do copying at her college in Monterey.
 - 6.) Angie Hill will be in charge of the raffle. One red ticket will be provided to each of the registered conference attendees. The raffle will be held throughout the conference primarily at the start and end of each session.
 - 7.) Meals are very prescriptive in Asimolar so our conference schedule was built around it.
 - 8.) We will have a luncheon sponsored by Student Insurance on Thursday.
 - 9.) The Student Insurance Advisory Committee is meeting tonight. The meeting will be held after this meeting at 4:30 pm in the building adjacent to this one. All are invited to participate.
 - 10.) There is a nature walk scheduled to tour the very historic buildings found in Asimolar. You won't want to miss this wonderful tour led by a guide.
- Alice ended by commenting on how the responsibility of being the conference chair was a life changing experience for her and expressed her gratitude for all the support she had received.

Treasury Report

(Please check the Web Site for complete documents.)

Northern Section:

28 Members

Ending Balance	12/31/03	\$9,021.85
Ending Balance	6/30/03	\$8,774.27
	7/10/03	\$8,774.27

Income – has been primarily from dues and a refund from Mitch Davidson.

Expenses – Foothill College Meeting and Web Site Expenses
\$1,662.63

Southern Section:

33 Members

Balance \$24,134 Combined with Savings and
Checking

There is also a CD that will mature in April

Ending Balance	7/1/03	\$14,270
Expenses – CPA Fee of		\$ 200 for Tax-Exempt Status

\$ 900 for an earlier audit
\$ 200 for the application to audit

The direction from a CPA is we don't have to file if we maintain earned revenue of \$25,000

A discussion followed about the idea that was brought up some time ago by Kate Hartzell to combine the treasuries from the North and South. The Southern Section has been trying to clarify the tax-exemption status to see if it would be in our best interest to combine the treasuries. The Southern Section just recently found out that they did not have a tax-exempt status. Chris Hogstedt stated: "when Glaxco was asked to host a speaker, all the association had to do was provide a tax-exempt number. That was when we found out that we did not have a valid tax-exempt status". So the Southern Section has worked on this and just recently submitted the necessary paper work in November 2003. We can maintain this tax exempt status as long as we do not gross in receipts more than \$25,000. Since we make less than \$25,000 per year, we should be fine.

Data Project

Becky Perelli stated she was able to obtain responses from 43 colleges. This was with the aid of putting in calls to urge colleges to respond to the survey. In terms of the actual process, it was a struggle. Becky suggested we re-think about the data we are collecting. The tool is not well defined and a summary that may include an evaluation piece along with clear statements of who we are, and what we do. This could be a valuable tool if it would lend us a strong connection to the State Chancellor. As an association, we are encouraged to use Scan-Trons and not check marks to collect our data. As nurses, we are accustomed to doing it all. With data collection we need to use what is available to us. Our organization must define what we need to survey and we must have the oversight as to what questions will be asked.

Funding Update

At the Student Service Council (SSC) most of the members are requesting Categorical Funding for their programs. The Community Colleges have 12 categories and they are broadly designated such as, Child Care, EOPS, DSP&S and Registration. The Governor is talking about rolling over everything into the General Fund since most of the SSC members are categorically funded. The SSC did endorse Health Services and believe we are an essential part of Student Services. If your college is not charging the maximum amount of money on the Health Fee, you are not eligible for any of the approved back fill. The survey indicated about only 5 colleges are not charging the full amount. The language indicates that the college can not file for backfill unless the college is charging the entire Health Fee. We can always depend on student endorsements. The funding update did draw student support for getting the backfill. Legislators typically do not understand the work backfill, but do understand the word subsidized. The shift of energy for our advocacy lies outside the Chancellor's Office. People must hear of our BOCG losses. Each of us must know what are losses are at our colleges so we can translate how that might affect our direct services to students.

Health Fee

Education Code Section 76355 provides the governing board of a community college district the option of increasing the student health services fee by the same percentage as the increase in the Implicit Price Deflator for State and Local Government Purchase of Goods and Services. Whenever that calculation produces an increase of one dollar above the existing fee, the fee may be increased by \$1.00. We just became eligible for the Health Fee increase. When Kate and Lori were in Sacramento, they had done the calculations and presented it to Frederick E. Harris, Assistant Vice Chancellor who immediately approved the increase. The group expressed gratitude for the insight and persistence of both Kate and Lori. Sandra Samples suggested that our association assign a person to make sure this calculation is monitored routinely. The Chancellor's Offices are largely vacated. Out of 300 offices, only 50 are occupied. Also there has been a huge turn over in the staff due to the prediction of cutting out jobs due to the state of the budget.

Back from break 3:00 pm

Susan Quinn will do an impromptu survey during our State Meeting.

Reorganization

The Ad Hoc Committee has worked on reorganizing our association. There are two proposals to restructure the organization. Kate passed out a two sided document that was titled HSACCC REORGANIZATION PROPOSAL (Please look for the complete document on our web site). On each side, there was a slightly different proposal. One version plans for 10 Representatives, 5 Representative from the North, and 5 from the South. The second version has 6 area representatives, 3 from the North and 3 from the South. Each of the versions would include several standing committees, and the President would continue to rotate between the North and South. The Secretary and Treasurer would each be a two-year term. The president would serve two additional years, one as president elect and the other as the past president. Kate explained on goal is to have a reasonable amount of board members so that we can have a reasonable representation of the members. Originally we had set up our association to be in synch with the regional structure, but they have changed their regional representatives from 10 to 4 Areas;

- 1.) North
- 2.) South
- 3.) Central
- 4.) Bay Area

We are all so very spread out but now have electronic connections available to us. There are many ties within our regions and there is a need to keep regional identity. There are 16 state officers and it remains very challenging to gather every one even one even for just conference calls. Beth Hoffman stated they have had some

discussion in Region 7 8 & 9. Chris Hogstedt stated they have had three meetings and started to work on the job descriptions. They have put in lots of work into the job description. “We then got into the survival mode. We found we would rather spend our time supporting our peers who are facing immediate threat to their survival. So we drew up a resolution that has been signed by all of the representatives from the South. Therefore, we believe that the effort to reorganize should be tabled since there are many urgent needs facing Health Services at the present time. We don’t have many opportunities to gather but we are meeting to support each other.” Kate responded that the reorganization was started for that very reason, so that we could be a stronger association. We have made great progress already with the job description the reorganization is to help each other. The other reality Kate stated, is that we have been in survival mode for a long time. It does take more than just one voice it takes the group to promote us. It is critical that we do become more centralized or we won’t be effective.

We would be more effective if this association had a member who would send letters to every board and to all the representatives at the Capital. If we keep putting off our efforts to organize ourselves, we will not come out of the crisis mode. We need a corresponding secretary to communicate our needs at the State level. It is wonderful that the South has met and has accomplished so much. Even if we could vote on any of these two proposals, the soonest we could apply it would likely be 9-15 months delay. This is not an easy change and to do it correctly is going to require time and a great deal of study. We have been in crisis mode and it is getting worse. On a state level, we are sinking statewide. Can we focus our energy so we can survive? Kate asked, how many of those present would be gone in 5 years. Our very own head counts are going down. Strategic Planning is what we are lacking. We have a proposal and a resolution on the floor. Will the proposal make us stronger? Will this help us? Would we be working together more effectively? The information is crucial and we need it quickly. Take for example the information that comes from the Chancellor. How will the information flow? Kate and Lori are doing the correspondence in the crisis mode. At this time it is the president who gets the information out after her meetings. This must become a bigger coordinated effort. What is the solution? Maybe we need to look to the ad-hoc committee. We are trying to fulfill a statewide function and our association is struggling hard while our health center “back home” are falling apart. What are the functions? What are the priorities? We seem to have just issue orientation. We don’t have the resources to do more than two. Susan Quinn stated: “ I think Kate and Lori have done an exceptional work operating with one voice and very efficiently. We need to keep going in that direction.” Naomi stated: “The core people from our summer meeting is where much of this came from and it will be that core group that will continue to do the bulk of the work.” Jane Olson stated: “When we started HSA we did not have the electronic support. That is why we looked at making t HSA more efficient. We need to look at the list of the organizational issues. There is a redundancy of titles, these

are three tiered, cumbersome and time consuming. We don't have statewide representation. The split of treasury does not make much sense now. It was an attempt to make it easier then. We need to go forward. We have made progress but much work is still ahead with redefining our by-laws and creating an executive committee that works for us." Kate stated: "We will take the resolution on the floor to the State meeting. Our association must be prepared before the release of the budget. If we do not think ahead, we will not be prepared to respond when it hits."

Kate has the directory; please note any changes directly on this one copy. The directory has a bright purple cover. It will be located at the registration table.

Meeting adjourned 4:04 pm

Respectfully submitted,

Hilda Sielicki