

**Final Minutes**  
**Budget Resource and Development Subcommittee**  
**October 12, 2022 1:30 pm to 3:00 pm**

**In Attendance:** Brett Bell (Co-Chair); Michael Brown; Darren Hall; Kurt Hill; Pablo Martin; Michael Odu; Roger Olson; Bill Pacheco

**Proxy in Attendance:** Pablo Martin, proxy for Kandice Brandt; Michael Odu, proxy for Adrian Gonzales; Elizabeth Whitsett, proxy for Denise Kapitzke

**Absent:** None

**Guests:** Dan Brislin

**Call to Order:** 1:31 p.m. with quorum

**Approval of Agenda**

- Motion to approve the Agenda for October 12, 2022 meeting. MSC Odu; Brown, approved.

**Approval of Minutes**

- Motion to approve the Minutes of September 28, 2022 meeting. MSC Martin; Hall, approved.

**Committee Reports/Other**

- None.

**Old Business**

**1. BRDS RFF – First Reading**

Bell shared a printed and an electronic version of the Request for Funding spreadsheet for the committee to review each of the requested items and to identify any questions about the entries. The BRDS RFF process flows through each school, with input from faculty, department chairs, deans, and VP's who evaluate each school's needs. There were a combined 110 RFF's from Liberal Arts, MBEPS, BTCWI, Public Safety, PRIE and Student Services, totaling \$1.2 million dollars. Thirty irregularities on the RFF spreadsheet were identified and will be addressed by Bell. An updated RFF spreadsheet, with Tech Committee rankings, will be distributed via email to the committee. Individual committee rankings are due to the chair on November 7<sup>th</sup>. The final RFF ranking will take place at the November 9<sup>th</sup> BRDS meeting.

Bell reviewed the committee's RFF ranking process for the new committee members in attendance. Bell explained that the BRDS committee has an established process of acknowledging each school's top priorities, and encourages the committee members to consider each school's intent when individual rankings

are evaluated later this month. Future BRDS meeting discussions will evaluate the RFF process to modify/simplify the allocation of BRDS funds to the schools.

## **New Business**

### **1. New Initiative Funding Process – First Review**

Bell will soon recommend to the BRDS committee and the Grants and Initiatives committee, a process by which new initiative funding will be allocated to the campus. This recommendation will move away from the existing RFF process.

The New Initiative Process will allocate funds across the entire campus for funds similar to the COVID 19 dollars and other one-time sources. The funding sources from SDCCD (via the state of California) are allocated to the campuses and then are evaluated by College Council to determine if their use is college-wide or targeted. Non-competitive targeted funds will be given directly to the managers who run these programs.

### **2. COVID-19 Recovery Block Grant**

Bell shared that the COVID-19 Recovery Block Grant comes to the campuses via a process from the state, to the district and finally to the campuses. District Governance Council evaluates and sends recommendations to the Grants and Initiatives committee for impact review. Once approved, our campus College Council determines the scope of the allocation and then finally moves to the schools via an Allocation Request Form. The form identifies the scope of the project, with deliverables. Once the request is reviewed and funded, the budget manager will begin their project. More information will be shared about the New Initiative Process at future BRDS meetings.

**Announcements:** None

**Adjourned 3:03 p.m. Next meeting scheduled for October 26, 2022 at 1:30 p.m. in L-108.**