

**Workshop Meeting
Board of Trustees
Coast Community College District**

Date: October 17, 2007
Location: District Board Room
1370 Adams Ave., Costa Mesa, CA
Time: 6:30 p.m.

A G E N D A I T E M S

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Opportunity for Public Comment**

At this time, members of the public have the opportunity to address the Board of Trustees on any item within the subject matter jurisdiction of the Board. Persons wishing to make comments are allowed five minutes per item. A "Request to Address the Board of Trustees" card needs to be completed and filed with the Manager of Board Operations prior to speaking.

Please note that the Board cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the Board that are not on the agenda may, at the Board's discretion, be referred to staff or placed on the next agenda for Board consideration.

The Board requests that the public speak on matters, which are on this agenda at the time that the item is considered by the Board.

- 5. Adopt Agenda**
- 6. Recess to Closed Session**

Public Employee Discipline/Dismissal/Release (pursuant to Section 54957)

7. Report of Action from Closed Session

8. Reconvene Special Meeting

9. Approval of Minutes

- a. Regular Meeting of September 5, 2007
- b. Regular Meeting of September 19, 2007

10. Opportunity for Board of Trustees' Discussion of a District General Legal Counsel

The Board has previously requested that the Administrative Staff prepare a report to the Board regarding the possible appointment by the Board of Trustees of an outside attorney or law firm to act as General Counsel to the Board. The services rendered could be either at an hourly rate, or at a fixed monthly retainer. The staff report will look at cost/benefits of a general counsel, the potential services/tasks that such a general counsel would perform and the relationship to staff and the Board of such a position. The report will look at how other community college districts have appointed/retained General Counsel and what the range of costs for such services might be, as well as the potential savings that could be accomplished.

It is anticipated that the General Counsel would be appointed by the Board primarily to provide consistent professional legal advice and to keep the District, the Board and the Administration out of legal trouble by pro-actively minimizing the District's legal liabilities. The General Counsel could also provide advance legal advice on how to accomplish District goals in compliance with the law.

Some of the specific duties that may be anticipated:

1. Participate in Board Meetings to advise the Board on legal matters in both open and closed session.
2. Provide advice and oversight regarding the District's litigation activities (including court cases, hearings, arbitrations and mediations), keep the Chancellor and the Board informed about legal matters, and monitoring the District's legal costs.
3. The General Counsel would provide legal review of the District's contracts prior to Board approval, particularly with respect to key liability, indemnification, and warranty provisions, thus minimizing the District's potential liability on a prospective basis, rather than after the fact.
4. The General Counsel could, if requested, also provide other services such as human resources, collective bargaining, student affairs, and accreditation.

The Legal Counsel, operating as an independent entity within the District by reporting directly to the Board of Trustees will provide a system of checks and balances that will enable the Board to receive objective, unbiased and thoughtful legal assessments on issues facing the District. The Legal Counsel's objectivity will serve as a cornerstone of good public sector governance and will support the Board of Trustees by providing strong oversight of legal issues concerning the District, as well as insight and foresight in terms of evaluating challenging legal issues, helping to reduce the District's exposure to liability or other forms of legal peril.

- 11. Opportunity for Board of Trustees' Review and Discussion of FY 2007-2008 Budget**
- 12. Board of Trustees' Self Evaluation**
- 13. Adjournment**

It is the intention of the Coast Community College District to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the Coast Community College District will attempt to accommodate you in every reasonable manner. Please contact Christian Teeter, Manager of Board Operations, (714) 438-4848, at least 48 hours prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.