

**PERALTA COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of December 15, 2009**

ITEM # 20

**ITEM TITLE:**

Amend the Amount of Independent Contractor Agreement for Randall Tillery.

**SPECIFIC BOARD ACTION REQUESTED:**

Request Approval to Amend the Amount of Independent Contractor Agreement for Randall Tillery.

**ITEM SUMMARY:**

The consultant will provide an ongoing grant development and post award activities. The amount to be approved shall not exceed \$25,000. The prior contract amount of \$24,999 brings the total contract amount to \$49,999.

Any contract approval is subject to negotiation and execution by the Chancellor. The Chancellor recommends approval.

**BACKGROUND/ANALYSIS:**

**ALTERNATIVES/OPTIONS:**

**EVALUATION AND RECOMMENDED ACTION:**

**SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):**

ATLAS

**OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):**

YES \_\_\_\_\_ NO \_\_\_\_\_

**COMMENTS:**

**WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?**

Vice Chancellor Wise E. Allen

**DID A BOARD STANDING COMMITTEE RECOMMEND THE ITEM?** YES \_\_\_\_\_ NO  X

\_\_\_\_\_ IF "YES", PLEASE INCLUDE THAT INFORMATION IN YOUR SUMMARY.

(\*\*\*\*\*Board contract approval is subject to negotiation and execution by the Chancellor.)

**PLEASE ACQUIRE SIGNATURES IN THIS ORDER:**

**DOCUMENT PREPARED BY:**

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_  
Carmen N. Fairley, Staff Services Specialist

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: Wise E. Allen Date: 12/8/09  
Wise E. Allen, Vice Chancellor of Educational Services

**FINANCE DEPARTMENT REVIEW**

\_\_\_\_\_ Finance review required \_\_\_\_\_ Finance review not required

If Finance review is required, determination is: \_\_\_\_\_ Approved \_\_\_\_\_ Not Approved

If not approved, please give reason: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Thomas Smith, Vice Chancellor for Finance and Administration

**GENERAL COUNSEL (Legality and Format/adherence to Education Codes):**

\_\_\_\_\_ Legal review required X Legal review not required

If Legal review is required, determination is: \_\_\_\_\_ Approved \_\_\_\_\_ Not Approved

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Thuy T. Nguyen, General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

\_\_\_\_\_ Approved, and Place on Agenda \_\_\_\_\_ Not Approved, but Place on Agenda

Signature: Elihu Harris Date: 12-8-09  
Elihu Harris, Chancellor

# Red Letter Consulting

Randal K. Tillery \* 209-505-3965 \* randy@redlet.com  
18647 Omega Mine Rd, Jamestown, CA 95327 \* www.redlet.com

## Client Information

|         |  |
|---------|--|
| Client  | Peralta Community College District                         |
| Contact | Jeanette Dong  |
| Address | 333 East 8th Street  |
| Phone   | 510-466-7305   |
| Email   | <a href="mailto:jddong@peralta.edu">jddong@peralta.edu</a> |

## Project Summary

Scope Date: 19-Oct-09

|                    |  |                  |  |
|--------------------|--|------------------|--|
| Project:           | <b>Peralta Community College District - Grant &amp; Planning Services</b>            |                  |  |
| Project Summary    | Development and implementaiton services for multiple projects through March 30, 2009 |                  |  |
| Estimate           | (Good for 30 days from date of quote, unless verified in writing by consultant)      | <b>\$ 50,000</b> |  |
| Estimated Schedule | Oct 1, 2009 to Dec 31, 2009  |                  |  |
| Billable Rate      | \$ 100   |                  |  |

## Activities/Description

Cost

| Activities/Description           |   |  |  | Cost        |
|----------------------------------|---|--|--|-------------|
| Grant Development                | Ongoing grant development services, including evaluation of new opportunities, assistance to PCCD Development Director, stakeholder development, and grant writing services |  |  | \$ 20,000   |
| Implementation Assistance: EBGJC | Post Award Services - East Bay Green Job Corps EDD funded grant project   |  |  | \$ 10,000 ✓ |
| Implementation Assistance: IDRC  | Post Award Services - Green IDRC grant from state chancellors office  |  |  | \$ 10,000 ✓ |
| Implementation Assistance: CEC   | Post Award Services - Clean Transportation grant from state EDD   |  |  | \$ 10,000 ✓ |

## Total Project Estimate

**\$ 50,000**

This quote based on experience with similar activities in over 15 years of planning, grant development, and capacity building projects serving school districts, governmental agencies, and non-profit agencies. This document is only an estimate and in no way constitutes an agreement to provide services, which will begin only upon completion of a signed contract between the consultant and the client. The consultant reserves the right to renegotiate the above figures should the client revise the scope of work or is unable to provide agreed upon data or information in a timely manner. Should the client change the scope of work and refuses renegotiation, the consultant reserves the right to withdraw from the project once the above hourly obligations have been met. At such time, the consultant will provide copies of all current versions of proposals or planning materials as is, with no further obligation for project completion

## Randal K. Tillery: Resume/Vita

### Education

**ABD—University of Texas at Austin:** Doctoral Program in Social Anthropology with focus on Anthropology of American social & educational reform movements from 1700-1990.

**Dissertation Topic:** The Historic and Cultural Role of Children's Summer Camping and Child Welfare Reform in the production and reproduction of American Middle Class Culture and Values.

**Sub-Discipline Expertise:** Social Anthropology, Linguistic Anthropology, Anthropology and Education.

**Masters of Arts—Temple University:** Masters Degree in Cultural and Visual Anthropology with focus on Anthropology of Visual Communication, Ritual, and Anthropology of Education.

**Thesis Topic:** Proposal for the Production of an Ethnographic Film about a Children's Wilderness Summer Camp.

**Bachelor of Arts—The Evergreen State College:** Degree in Liberal Arts with emphasis on fine arts, Anthropology, and topics in Social Theory.

### Employment History

- 2004-Present**      **Principal/Development Consultant—** Red Letter Consulting  
Duties: Principal Planning Consultant and Fund Development Specialist for sole proprietor consulting firm—www.redlet.com
- 2002-2004**      **Director of Neighborhood Economic Development**  
East Bay Asian Local Development Corporation (EBALDC)  
Duties: Division director of community and family economic stabilization initiatives in 3 million dollar community development corporation specializing in affordable housing and community development. Fiscal responsibility: \$1,000,000
- 2002**      **Interim Program Director-Workforce Development**  
Oakland Neighborhood CIRCLES/Spanish Speaking Unity Council  
Duties: Program Direction, collaborative development, fiscal management, and supervision of operations for workforce development programs for low-income limited English populations.
- 2000-2002**      **Principal, Chief Financial/Technology Officer**  
ApartmentDaddy, Incorporated  
Duties: Business Plan creation, Fund Dev., Implementation of Technical and Fiscal Systems for Startup Ecommerce Company.
- 1997-2000**      **Project Manager: Planning & Program Implementation**  
Gibson and Associates; Oakland, CA  
Duties: Technical Assistance to public agencies and large non-profits for innovative program implementation and project development for large federal or state grants (over \$1,000,000). Planning; facilitation; resource mapping; program design; budget development; report preparation.  
**Policy/program areas:** Welfare to Work/employment; Non-custodial parent employment /Educational Technology /Child Support Assurance/Public Housing/Youth Development.
- 1994-1997**      **Senior Program Director: Youth Services**  
YMCA of Stanislaus County, Modesto, CA.  
Duties: Administrate Wilderness Education and Adolescent character education programs for mainstream and special populations.

## Family Economic Success-Workforce/Housing/Asset Strategies

| Year      | Client/Role   |
|-----------|---|
| 2006-2008 | <b>Rubicon Programs, Incorporated:</b> <ul style="list-style-type: none"><li>➤ <b>Strategic Workforce Plan:</b> Development of a Strategic Workforce Plan for Rubicon including restructuring of Workforce Division, and development of program models for new initiatives in Hayward, Oakland, San Francisco, and West Contra Costa County.</li><li>➤ <b>Hayward/Eden Area One Stop:</b> Development of \$700,000 Bid for operation of Eden Area One Stop Center including development of local partnerships with Chabot College, Adult Education, and CBO community.</li><li>➤ <b>EastBay PASS:</b> Development of \$500,000 WIA 15% Governors Discretionary Proposal for Comprehensive Employment Services with customized vocational training for Long-Term CalWORKs participants entrenched in minimum wage employment.</li><li>➤ <b>Medical Pathways:</b> Also led planning for a targeted vocational training continuum for hard-to-serve multi-barrier individuals to enter Medical and Dental Assisting Occupations.</li><li>➤ <b>Project Coordination:</b> Performance of first six months project coordination for EastBay PASS EDD Grant.</li></ul> |
| 2007-2008 | <b>The Workforce Collaborative:</b> <ul style="list-style-type: none"><li>➤ <b>Strategic Workforce Plan:</b> Development of 3 year workforce plan including development of new funding sources, training partnerships, and business services model.</li><li>➤ <b>ATLAS Logistics Training Center:</b> Development of 2.1 million dollar application to Federal Department of Labor for creation of an integrated logistics, warehousing, and transportation training facility with College of Alameda, Teamsters, and Oakland Adult</li></ul>   |
| 2006-2007 | <b>Office of Alicé Lai Bitker, Alameda County Board of Supervisors:</b> <ul style="list-style-type: none"><li>➤ <b>Immigrant Nursing Reentry Program:</b> Planning and development of a consortium project to provide Case Management, VESL coursework, clinical refresher training, and placement and post-placement services to overseas trained immigrant nurses who wish to reenter the health care industries in the U.S. Collaborative and program development.</li><li>➤ <b>Long Term Care Career Institute:</b> Development of Research and Development initiative to create a LTC workforce intermediary to leverage Medical Training, ETP, FSET, and Community College resources for incumbent worker training in Long Term Care industry.</li></ul>  |
| 2007      | <b>Local Initiatives Support Corporation:</b> <ul style="list-style-type: none"><li>➤ <b>Centers for Working Families:</b> Completion of 4 county scan of Family Economic Success programs focusing on large FRC's, Community Colleges, and workforce providers.</li></ul>  |
| 2006      | <b>Northern California Community Loan Fund:</b> Development of \$2,000,000 CDFI application for NCCLF   |
| 2006      | <b>Allen Temple Baptist Church (ATHEDCO):</b> Successful Development of \$340,000 Measure Y Prisoner Reentry and Workforce Initiative.  |
| 2006      | <b>Center for Human Services:</b> Development of Community Capacity Building initiative serving two neighborhood collaboratives in response to funding opportunity from President's Office of Faith Based and Community Initiatives and Capital Compassion Fund.  |

- 2002-2005 National Economic Development and Law Center:** Development of two independent proposals for funding for Sector Strategies to employ hard to serve and limited English Oakland residents in the Construction Trades. Led to initial funding for the Bay Area Construction Sector Intervention Collaborative in West Oakland. Generated \$1,500,000 in funding.
- 2005 East Bay Asian Local Development Corporation:** Successful Development of Program strategies and Proposal for \$300,000 Public Housing Neighborhood Networks Technology initiative for Coliseum Gardens HOPE VI housing development in East Oakland.
- 2003-2004 Annie E. Casey Foundation FES Coordinator:** Was engaged by the Annie E. Casey Foundation as a part of the Oakland Making Connections Initiative to facilitate and lead the Family Economic Success Team for the Oakland Collaborative, including development of linkages for a community based workforce network. Led to a Community EITC/Benefits Eligibility strategy and Resident Engagement Network organized around economic self-sufficiency.
- 2002-2004 East Bay Asian Local Development Corporation:** Projects Developed while Neighborhood Economic Development Director at EBALDC
- **Coliseum Gardens Service Collaborative:** Oversight of Community Engagement and Services Collaborative Planning for HOPE VI mixed income housing development,
  - **Asset Development Programs:** Supervision of Asset Development Strategies for low income families including IDA programs, EITC Campaign, and Employer-Based IDA strategies,
  - **Eastlake Mainstreet Initiative:** Oversight and fund development for Eastlake Mainstreet revitalization initiative in lower San Antonio in Oakland, including merchant organizing, technical assistance, and interface with City Neighborhood Development Staff.
  - **Neighborhood Planning & Transformation Strategies:** Responsible, with Director of Real Estate, for development of a community transformation strategy for EBALDC tying real estate, family supports, and commercial revitalization for long term community change.
- 2002-2004 Spanish Speaking Unity Council:** Projects Developed while Interim Workforce Director for Unity Council
- **CIRCLES Employment Collaborative:** Development of new strategies for CIRCLES Immigrant and LEP employment collaborative including family self-sufficiency strategy and integrated case management framework,
  - **Affiliate Employment One Stop:** Implemented an affiliate EastBay Works One Stop Employment Center,
- 2001 Peralta Community College District:** Development of a program model for Vocational ESL support for Limited English immigrants on CalWORKs.
- 1997-1999 Alameda County Social Services Agency:** Multiple Successful Workforce & Family Support Projects
- **Child Support Assurance Demonstration:** 2-County Child Support/CalWORKs demonstration project linking NCP/CalWORKs/Child Support Services,
  - **NCP Employment Services Project:** 3 million dollar CalWORKs linked employment project for Non-Custodial Parents
  - **LEP Hard to Serve Employment Services:** 3.5 million dollar DOL TANF Innovation grant for services to Limited English TANF recipients.
- 1999 Stanislaus Housing Authority:** Successful Section 8 WtW Housing Voucher and PHDEP applications to Federal Department of Housing and Urban Development.

1998

**East Bay Asian Local Development Corporation:** Successful 12 month planning process and proposal development to fund an independent employment and training collaborative in Central Oakland serving limited English CalWORKs participants in Central Oakland. Developed over \$2,000,000 in funding over 12 months.

**Richmond Housing Authority:** Development of Successful HOPE VI Revitalization Plan for Easter Hill and PHDEP Application for same site.

**Rubicon Programs:** Successful 1 million dollar Governor's 15% Discretionary Grant for strengthened employment services continuum in unincorporated North Richmond.

**Richmond Private Industry Council:** Successful 3.5 million dollar Department of Labor planning and proposal for RichmondWORKs employment collaborative for Hard to Serve TANF Recipients in City of Richmond.

**Contra Costa Social Services Agency:** Successful 3 million dollar California Department of Social Services proposal for Non-Custodial Parent Employment and Training. Also consulted on development of County Welfare to Work plan required by DOL under new TANF regulations

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### Primary and Secondary Education Projects

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| Year      | Client/Role   |
|-----------|---|
| 2007      | <b>Cascade Union Elementary School:</b> <ul style="list-style-type: none"><li>➤ <b>Healthy Start Collaborative Development and Coordination:</b> Development of Pre-Kindergarten and Family Literacy Initiative at Verde Vale Elementary</li><li>➤ <b>Pre-Kindergarten Family Literacy Project:</b> Development of Pre-Kindergarten and Family Literacy Initiative at Verde Vale Elementary</li><li>➤ <b>Healthy Start Planning and Operational Grant:</b> Leadership of district-wide parent, staff, and district planning process targeting violence and substance abuse prevention programs at all school sites</li></ul>  |
| 2004-2007 | <b>Shasta County Office of Education:</b> <ul style="list-style-type: none"><li>➤ <b>Title II, Part D Technology Evaluation:</b> Development and ongoing evaluation of rural schools technology and professional development initiative targeting instructors in rural multi-grade and multi-subject classrooms aligned to Title II, Part D requirements of No Child Left Behind,</li><li>➤ <b>Tobacco Use Prevention Evaluation:</b> Evaluation of County Consortium TUPE initiative,</li><li>➤ <b>Title II, Part D Technology Grant:</b> 2006-Successful preparation of Round 4 EETT Competitive application for Title II, Part D technology funds</li><li>➤ <b>Title II, Part D Technology Grant:</b> 2005-Successful preparation of Round 3 EETT Competitive application for Title II, Part D technology funds</li></ul>  |
| 2005-2007 | <b>Patterson Joint Unified School District:</b> Ongoing school safety and violence prevention planning and assistance, including; <ul style="list-style-type: none"><li>➤ <b>Healthy Start Planning and Operational Grant:</b> Development of Healthy Start Planning and Operational Initiative for Northmead Elementary School</li><li>➤ <b>Pre-Kindergarten Family Literacy Project:</b> Development of Pre-Kindergarten and Family Literacy Initiative at Northmead Elementary School</li><li>➤ <b>School Community Violence Prevention Partnership:</b> Development of a successful \$500,000 School Community Violence Prevention grant proposal for Creekside Middle School.</li><li>➤ <b>Parent Engagement Grant:</b> Development of a successful California Endowment Proposal for a comprehensive district-wide parent organizing and engagement campaign targeting increased access to and responsiveness of MH, health, and supportive services promoting increased student health and positive lifestyle choices.</li></ul> |
| 2006      | <b>Stanislaus County Children and Families Commission:</b> Development of   |

- County response for 6 target School Readiness programs for State First Five Commission, including redevelopment of weak applications for final funding
- 2006** **Chatom Union Elementary School District:** Implementation assistance for Pre-Kindergarten School Readiness Initiative at Chatom Elementary School
- 2006** **Keyes Union Elementary School District:** Proposition 10 School Readiness Initiative, including;
- Development of the Districts first school-linked services initiative and plan for an ongoing parent/district led school services collaborative,
  - Successful development of \$100,000 school readiness grant proposal
  - Technical Assistance on implementation of the new SRI initiative in Keyes and initial collaborative development.
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- 2005** **Tehama County Department of Education:** Development of program design and proposal for a 1 million dollar Title II, Part B regional teacher professional development initiative serving small rural school districts in response to professional development requirements of No Child Left Behind;
- 2005** **Oakland Unified School District:** Development of a digital school technology and professional development initiative targeting middle school mathematics classrooms yielding over \$2,000,000 in 2 years aligned to Title II, Part D requirements of No Child Left Behind
- 2004** **Modesto City Schools:** Development of a \$3,000,000 District-wide school safety and prevention initiative for Safe School/Healthy Students Funding through the Federal offices of Education and Substance Abuse and Mental Health Services Administration.
- 1997-2003** **Other School Support and Educational Projects**
- **Healthy Start:** West Contra Costa Unified, Turlock Unified, Modesto City Schools (3), Hughson Unified, New Haven Unified,
  - **21<sup>st</sup> Century/Afterschool Learning Support:** Patterson Joint Unified, Modesto City Schools, Hughson Unified
  - **Technology Literacy/Educational Technology:** Stanislaus County Office of Education, Modesto City Schools, New Haven Unified, Patterson Joint Unified,
  - **School Violence/SA Prevention:** Mount Pleasant Elementary, Enterprise Elementary, Sanger Unified, Modesto City Schools,
  - **Charter School Development:** Shasta County Office of Education
  - **Gear Up:** Central California Regional Higher Education Consortium