

**Board of Trustees Agenda Report**

**For the Trustee Meeting Date of Tuesday, December 6, 2011**

**ITEM TITLE:** *(Please define the subject; e.g., change order – Berkeley City College)*

Independent Contractor Agreement Extension---Laney College, for Maeve K. Bergman, LL.M., M.B.A.

**SPECIFIC BOARD ACTION REQUESTED:**

Consider Approval of Independent Contractor Agreement Extension for Maeve K. Bergman, LL.M., M.B.A. to Render Services for Laney College’s Green Jobs Training Program.

**ITEM SUMMARY:** *(PLEASE DISCUSS THIS ITEM)*

Requesting Board action on independent contractor agreement extension for Maeve K. Bergman, LL.M., M.B.A. in the amount of \$28,800 for green building educational support services for Laney College’s Green Jobs Training Program. The prior contract amount was \$20,790. Increasing the contract amount by \$28,800 brings the total contract amount for the fiscal year to \$49,590.

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

Funding Source: Federal Workforce Investment Act (WIA) funds via the California Employment Development Department (EDD) Green Jobs Grant as well as funding from Department of Labor via the Clean Energy Commission, both categorical funds, with no fiscal impact on Peralta.

**BACKGROUND/ANALYSIS:**

The proposed contract extension will allow the Laney Green Jobs Training Program a successful completion of deliverables for the second project year. As we are now becoming the recipient of additional federal ARRA funding via the EDD grant extensions, timely completion of all existing state and federal grant deliverables and reporting is critical. Maeve K. Bergman, LL.M.’s scope of work addresses EDD Green Jobs Grant Project Work Plan Objectives, including Reporting, Start Up, Outreach and Recruitment, Assessment and Enrollment, Training and Education, Work Activities, as well as Job Placement, Retention and Tracking.

**DELIVERABLES/SCOPE OF WORK:**

Maeve K. Bergman, LL.M., M.B.A. provides management consulting services for the implementation of Laney’s Green Jobs Education programs. Maeve K. Bergman, LL.M., M.B.A. performs services for Laney’s Green Jobs Program, including:

- Development of systems for efficient and effective work by the Green Jobs Training Team
- Advising on the use of fiscal resources to maximize positive impact on student learning and workforce development
- Development of the prerequisite data and materials required to produce grant reports, including those for the Employment Development Department, the California Energy Commission, as well as necessary subgrants, extensions, and addendums
- Tracking of curriculum development and pending state certificate approval processes
- Designing of methods for strengthening partnerships and managing public representation of the Green Jobs Program
- Facilitation of strategic planning with the Green Jobs Program Team, Dean of Academic and Student Affairs, and Laney Administration
- Development of research projects and institutional data to inform grant proposal ideas

**ANTICIPATED COMPLETION DATE:** 31 March 2012

**ALTERNATIVES/OPTIONS:** None

**EVALUATION AND RECOMMENDED ACTION:** Approval

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

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

**DOCUMENT PREPARED BY:**

Prepared by: Eliora Webb by vr  
[Dr. Eliora T. Webb, President of Laney College]

Date: 11/30/11

**DOCUMENT PRESENTED AND APPROVED BY:**

Presented and approved by: [Signature]  
[Dr. Deborah Budd, Vice Chancellor of Educational Services]

Date: 11-29-11

**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: Ron Gerhard by vr  
Ron Gerhard, Chief Financial Officer

Date: 11/30/11

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

Legal review required       Legal review *not* required

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

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

Date: \_\_\_\_\_

**CHANCELLOR'S OFFICE APPROVAL**

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

Signature: Wise E. Allen  
Wise E. Allen, Chancellor

Date: 11/30/11