

PERALTA COMMUNITY COLLEGE DISTRICT CITIZENS' OVERSIGHT COMMITTEE MEETING

January 19, 2017
MEETING MINUTES

Meeting Time: 4:00 pm to 5:30 pm

Location: District Board Room
333 East 8th Street, Oakland, CA 94606

Committee Members (Present):

Michael Mills, Chairperson (District Support Organization), Zach Unger (Labor Organization), Debra Weintraub (Senior Citizens' Organization)

Committee Members (Absent):

John Caner (Business Organization), Chantal Reynolds (Community-at-Large)

PCCD Staff Present:

Ronald Little (Vice Chancellor of Finance & Administration), Laura McCarty (Director of Capital Projects)

Guests: Jeff Heyman (Executive Director, Dept. of Public Information), Matthew Lifschiz

Minutes Recorded by: Richard Ferreira, Interim Executive Assistant, Finance & Administration

MINUTES:

1. Call to Order (Chairperson Mills)

Meeting was called to order at 4:02 p.m. Introductions were extended.

2. Review of Agenda

Motion to approve the July 21, 2016 agenda. Approved unanimous.

3. Public Comment

Blake Johnson, Faculty Senate Member voiced concerns regarding Measure A at Laney College. Funds allocated for other projects including technology were frozen because the college and District needed to reserve \$15 million dollars. Forced to postpone our teaching and technology center. Concern regarding infrastructure at Laney and not having the funds. Requesting clarification regarding Measure A. Concern if Measure B funds are being used to pay salaries. Faculty at Laney frustrated when placing requests for Measure B funds stating they are being denied with no money for those projects. Concern that moving forward we will be seeing significant cuts.

4. Review and Approval of Minutes from January 19, 2017

Motion to approve the July 21, 2016 meeting minutes. Approved unanimous.

5. Election of Committee Chair (Committee/Action)

Nominations open for Committee Chair. Nomination for Michael Mills and no others.
Motion for Michael Mills to be re-elected as Committee Chair. Approved unanimously.

6. Presentation of 2015-16 Measure A Audit Results – Performance and Financial (VTD/Action)

Discussion on the annual audit results from 2015-16. Measure A Bond funds require a separate audit as presented. Audit ended in accordance with the accounting principles generally accepted in the United States of America. Purpose of the auditors is a financial audit, are they spent appropriately, change orders properly approved and tie it back to the measure of the bond. Fund balance is appropriately separated and coded accordingly. No litigation to the general obligation bond fund. No adjustments and no financial findings. Reviewed 65% of all expenses reviewed. Employee charged to the bond fund for salaries if working on specific projects reviewed and there were no exceptions noted. Expenditures were made in accordance with the specific ballot language.

7. Review of Draft 2015-16 Measure A Annual Report (K. Neal/Action)

Discussion on the previous annual reports focus on the 2015-16 year and highlight the activities for that year. Item of discuss is how we handle the financial reporting for ongoing projects. Historically, broad view of Measure A for the life of the programs was provided. Committee requested to make a decision on what and how they would like the information reported.

Suggestions were to include a fiscal year or a year-to-date as examples in a way to demonstrate that there is progress being made.

Motion for the Committee to work through the Chair with the approval of the final copy and distribution. Approved unanimously.

8. Measure A Update (Director McCarty)

Presentation and discussion on funds that are available, encumbered and committed to projects. Recalibration process introduced back in July. Transfers to be submitted for Board.

Laney list of projects under construction with the BEST Center and is approximately 76% complete. In design we have the Title IX Compliance Locker Rooms and hope to have equitable facilities for our Women Athletes. Remedial work includes infrastructure issues with leaks in the kitchen. A newly formed infrastructure work group with an outside consultant to address the concerns. Also, a leak detection company has been brought in to look into the membrane faults.

Discussion on the different types of maintenance the District and colleges have to include scheduled maintenance, differed maintenance. Infrastructure is mostly non bond monies. Maintenance is doing their best to contain the leaks with the storms. Allocated \$800K for the Library. Kitchen closed during winter recess and should be opened when classes begin.

College of Alameda's new Center for Liberal Arts is in the design stage after completing a robust selection and have chosen Overaa as the contractor.

Berkeley City College one large project which is for the Milvia Building. Very tight budget and considerable risks to get through.

Merritt College we have small projects including the Nutrition Center, small study in parking lot H and signage.

Over time priorities may change with a ten year bond. Recap solutions include reviewing budgets and determining any shortfall. Some projects were changed and we cannot keep deferring projects because the costs keep going up.

9. Enhancements in Vendor Payments Processes (VC Little)

Concern obtaining prime contractors to do business with the District as a result the memo distributed was created to be placed on the next Agenda.

10. Measure B 2017-18 Budget Development (VC Little)

Measure B passed in 2012 focused on student success. Oversee the expenditures of the \$8 million dollars on valid intent. Concern if it has been carried out in the last two years is open for discussion. The purpose of Measure B is 1) to protect and maintain core academic programs including Math, Science and English, 2) train students for successful careers and 3) prepare students for transferring to four year universities. There is a difference between intent and language of the ballot. A question is raised as to how many programs have been put into place funded under Measure B and how the funds have been spent.

Actuals were shared at the last meeting. Auditors review all fund expenditures. Also, in November, for example the first part is seed monies for the PASS program. Colleges have not done an expeditious job of spending down the funding. Over the last two years the colleges have improved on spending down on the monies. However, this year, we will still have some funds remaining which is why it is not re-supplemented.

11. Future Meetings Schedule (Chair & Committee/Action)

Next meeting scheduled for April 20, 2017 after Spring Break.

12. Announcements (All)

There were no announcements.

13. Closing

Meeting adjourned at 6:02 p.m.