

Meeting Minutes

March 25, 2015, 5:00 p.m., SBCCD Board Room

Members Present – **Albert Garcia, Ken Coate, Sam Irwin, Valerie Lichtman**

Members Absent – **Bob Erikson, Frank Reyes, Linda Roberts-Ross, Alaa El Awar**

District Staff Present – **Jose Torres**, Interim Vice Chancellor, Business & Fiscal Services; **Mike Strong**, CHC Vice President, Administrative Services

Kitchell/BRj Staff Present – **Nick Ferrano** (CHC), **Sweta Dedania** (SBVC)

Welcome/Introductions

Ken Coate started the meeting at 5:15 pm. Self-introductions were made. Although only three members were present at the start of the meeting, Valerie Lichtman was in route, and it was hoped that Alaa El Awar and Linda Roberts-Ross would be able to make it to the meeting and form a quorum.

Approval of Minutes

This item was temporarily tabled in the hopes that a quorum would materialize. No quorum was attained, however, so approval of the minutes from January 28, 2015 was tabled until the next meeting.

Public Comment

There was no public comment.

Membership

Kelly Goodrich reported that Bob Erikson had advised the District he was moving and would no longer be available to serve on the CBOC. This turn of events rendered the discussion of a change in meeting dates (which was broached in order to accommodate Bob's schedule) moot. The committee will now need to find a replacement for Bob, as he was the senior citizen representative. Ken mentioned that he would ask if Frank Reyes wished to serve the committee in that capacity.

Discussion of February 19, 2015 Board of Trustees Meeting

Sam Irwin reported on his February 19 presentation of the CBOC Annual Report to the SBCCD Board of Trustees. He advised that the trustees wished to "institutionalize" hearing from the CBOC three times annually. The other report dates established for 2015 are June 11 and October 8. They will be listed as committee reports rather than public comment. The CBOC will take advantage of the opportunity to report to the Board and an item will be added to the agenda in order to prepare.

Valerie Lichtman arrived at 5:25 pm.

Review Board Items & Site Visits

There were no comments on specific board items. Sam reported that he and Ken made a site visit to the New Crafton Center on February 13, 2015 and found it very impressive.

CBOC Liability

The committee reviewed emails from Steve Sutorus stating that CBOC members are covered as if they were employees under the district's errors and omissions coverage. There was no further discussion.

CalBOC Better Ways

Ken reported on seminar he attended on February 21 regarding better practices for CBOC members. He said a lot of owner entities attended the meeting and that only one-third were members of a citizen bond oversight committee. Ken wanted to research some things the SBCCD doesn't currently do that CalBOC thought it should. The first suggestion was that the District be audited by a different auditor than the one that audited the bond program. Ken added that he thought it would be advisable to have a CPA on the CBOC. Another practice is that the CBOC can ask for persons with certain expertise be brought in. Jose Torres described the ideas as best practices and Ken agreed and advised that he had found some of them overarching.

Update on Measure M Projects

Nick Ferrano reported on the CHC projects. The committee discussed a problem with the dance floor buckling in the PE Complex and the developing schedule delay in the OE2 project. Sweta Dedania updated committee members on SBVC Measure M projects. She invited them to visit and see the steel erection of the Gym building.

Mike Strong left at 5:55 p.m.

Survey of Bond Program Contractors, Suppliers and Subcontractors re: Impact of SBCCD Execution of Measure M Contracts on their Ability to Deliver Goods & Services at the Best Possible Price

Ken brought up that the idea of a blind survey of bond program contractors, subcontractors and vendors to get their feeling about working for the District. Some of the questions might include whether or not they would work for SBCCD in the future, as well as how the District's methods of doing business affected their pricing. He tabled this item so the committee could vote on it at a later time when there was a quorum present.

Future Meetings & Adjournment

The next meeting of the CBOC was scheduled for Wednesday, June 3, 2015 at 5:00 p.m. The CBOC adjourned at 6:24 p.m.