

RIO HONDO COMMUNITY COLLEGE DISTRICT
Citizens Oversight Committee

Tuesday, December 20, 2016 at 6:00 p.m.
Rio Hondo Community College Board Room
Dinner and Meeting

Minutes

I. Call To Order

- a. **Call to Order** – *The meeting was called to order at 6:21 p.m.*
- b. **Pledge of Allegiance** – *Member Monica Sanchez led the Pledge of Allegiance.*
- c. **Roll Call** – *Citizens' Oversight Committee (COC) Members present: Chair Fernando Centeno, Jr., Vice Chair Andrew Moraga, Margie Rodriguez, Adrian Garcia, Josefina Canchola, Christian Diaz, Dr. Monica Sanchez, Esi Mathis, and Dr. Francisco Hidalgo (Committee Members absent: Robert Ruiz and Jose Herrera).*
- d. **Welcome and Introductions** – *All COC Members present introduced themselves.*
- e. **Open Communication for Public Comment** – *There were no public comments.*
- f. **Approval of Minutes – June 21, 2016 and September 20, 2016** – *The COC voted to approve both set of minutes. Member Josefina Canchola made motion to approve; Member Esi Mathis seconded.*
- g. **Annual Photo** – *The annual picture of Superintendent/President Teresa Dreyfuss and all COC Members was taken for the upcoming Annual Report.*

II. Reports/Presentations

- a. **President's Update:** *Superintendent/President Dreyfuss reported on the following items:*
 - 1) ACCJC: *She shared the great news that in October 2016, the ACCJC visiting team of three members reviewed Rio Hondo College's (RHC) follow up report and wrote in their final report that RHC met all the standards, which is a great victory for the District.*

2) Prop 51 passed: We hope the \$9 million Facility Bond will help the renovation of the Wray Theater (50% state bond and 50% local bond). And, if we are funded, the notice from the Chancellor's Office is scheduled for January 2018.

3) L-Tower Seismic Upgrade: The District awarded the bid of \$28 million for construction. In addition to construction cost, there are soft costs such as program management fees, etc. between \$5-6 million. The total cost will be approximately \$33-34 million.

4) Prop 55 passed: The passing of Prop 55 extends Prop 30, which means we will have some funds from this passage.

5) November Election: the day after the Nov. 8th Election, the Board of Trustees recommended that an official letter, signed by both Superintendent/President and Board President, be sent to RHC students to assure them of their safety on campus, especially the safety of undocumented students. In addition, the Board passed a resolution during the Dec. 14th Board meeting reassuring students that RHC is a safe haven for all students, including undocumented and DACA students.

Member Chanchola asked if there will be training for staff on this matter.

President Dreyfuss informed the COC Members that RHC administrators have engaged with immigration attorneys and will be inviting them to present on this matter in 2017. She also shared that the College's CSEA President also requested for classified staff to receive training.

Member Hidalgo asked how is this different from what the College has done in the past to protect students.

President Dreyfuss explained that the difference is that the College will be proactively providing workshops and trainings for both faculty and classified staff, especially as it relates to the possibility of federal agents coming to the campus. The College will also identify a network of churches and non-profit organizations that are providing safe sites for students.

Member Chanchola reminded everyone that we have a lot of vocal legislators who will stand up to protect DREAMERS.

Member Sanchez asked about how many students are DACA students at RHC.

President Dreyfuss replied that about 400.

b. **ANNUAL REPORT:** *Director of Marketing and Communications Ruthie Retana reported that the 2016 Annual Report will be mailed to more than 100,000 residents in Spring 2017. She turned the COC Members' attention to the Fiscal Solvency page, which has the picture of last year's COC Members. This particular page in the Annual Report also reports to the community that the COC Members ensure that the District's Measure A Bond Funds are expensed properly and effectively.*

c. **BUILDING PROGRAM PROGRESS REPORT:** *Jerome Quemada of Del Terra provided a report on the Building Program, which includes the following current and upcoming projects:*

1) *Bookstore & Print Shop Renovation: Construction started on June 8, 2016. The anticipated completion date is December 2016. The existing bookstore is 4,109 sq. ft., compared to the new bookstore that will be 6,682 sq. ft. The existing print shop is 937 sq. ft., compared to the new print shop that will be 1,760 sq. ft. Updated photos of the renovation were shown.*

2) *Rio Hondo College Educational Center at Pico Rivera: The installation of a new restroom facility will be taking place in December 2016. Pictures of the open quad where the outdoor tables will be installed were illustrated, as well as the landscape, which will have a desert theme of agave plants. Images of the rendering of the sign were shown. The following timeline was presented: Award of the General Contractor happened at the June 8, 2016 Board Meeting; DSA approved the construction drawings on July 21, 2016; and classes started in the fall semester on August 22, 2016.*

3) *L-Tower Seismic Upgrade: The construction drawings were DSA approved on June 7, 2016. Construction is anticipated from 2017 through 2018. The College is waiting for the Chancellor's final approval. The image of the rendering was shown.*

4) *Rio Plaza: This project is currently in the conceptual design stage. There will be a transit stop for students to wait for the bus or be dropped off. There will also be a tram station. Restrooms will be installed, in addition to bicycle lockers.*

Member Canchola expressed concern about potential safety issues in the restrooms located in the Rio Plaza.

Jerry Quemada assured that the restrooms will be secured.

Chair Centeno asked if there will be signage off Passons for the Center at Pico Rivera.

Jerry Quemada confirmed there will be signage off Passons. He shared that they are currently working with the soil engineer on this project.

Vice Chair Moraga asked what is it that started the seismic upgrade on the L Tower.

President Dreyfuss informed the COC Members that the College had a consultant come and check in 2005, and that the consultant recommended the L Tower to be upgraded for seismic purposes.

Member Sanchez ask whether the College would be working with El Rancho Unified School District to continue to upgrade the Center at Pico Rivera, especially now that their bond recently passed.

Jerry Quemada replied that he has not heard of this possibility.

d. BOND AUDIT FINANCIAL & PERFORMANCE REPORT:

Superintendent/President Dreyfuss referred to the two different audit reports in the COC Members' packets. The first titled: Audited Financial Statements. The second titled: Performance Audit.

In the Audited Financial Statement report on page 4, she pointed out the total liabilities and fund balance of \$31,449,664.00. She explained that the District must conserve the cash since the District is not able to sell.

President Dreyfuss asked the COC Members to turn to page 10, note 7. Under Other Revenues it notes that the District received a settlement in the amount of \$815,131.00 from an insurance company as a result of the Central Plant project. This is a big victory for the District. Of this settlement amount, \$669,293 was reported in the Bonds Fund.

She asked the COC Members to turn to Page 13. Under Compliance and Other Matters, the report notes that there were "no instances of noncompliance that are required to be reported under Government Auditing Standards."

Moving onto the second report, Performance Audit, page 5: these numbers under Results of Procedures were reported during our last meeting on September 20, 2016.

On page eight, the conclusion shows that the expenditures of the funds "were made on authorized bond projects." It further states that "the funds held in the Bonds Fund and expended by the District were not used for teachers and school administrators' salaries or other operating expenditures."

Most importantly, as noted on page 9: "There were no findings and recommendations for the year ending June 30, 2016." The results were a

clean audit showing that everything is in compliance. The Board approved this during the last Board meeting.

Member Diaz asked if there is a reserve.

President Dreyfuss explained that this is the Bond Fund of \$30 million, and not the general fund.

Member Moraga asked how the District found this auditing firm.

President Dreyfuss explained that every five years the District sends an RFP. The District reviews each auditing firm's proposals, and then selects one, which is then given to the Board for approval. The District then needs to send the name of the firm to both the Chancellor's Office and the LA County's Office of Education. The firm selected has to be an independent auditing firm approved by the State.

- e. **BOND QUARTERLY EXPENDITURE REPORTS:** Vice President Armstrong explained that the Expenditure Reports are prepared by the College's Accounting Department. This is where the auditing firm begins the auditing process. The College's Accounting Department is up to standard.

There are four reports in the packet. The first report is the **Projects Expenditure Summary** that summarizes activities as of September 30, 2016. This report lists the different expenditures and the descriptions next to each one. The final page of this summary shows that between July and September of 2016, the College spent \$709,296 quarter to date (QTD) and \$171,551,020 total to date (TTD). She also noted that the Budget column includes what has been budgeted for various projects, which totals \$215,534,680. Page 3 reflects the project expenditures of both the Bookstore/Print Shop and the Educational Center at Pico Rivera that Jerry Quemada illustrated earlier.

Member Esi asked about the 6% noted on page 1 under Architect Services - Maintenance Facility. This doesn't seem accurate.

President Dreyfuss responded that Member Esi is correct. The 6% should not be 6%. It should be 100%. This will be corrected.

The second report is the **Project Details**. This report has additional details of the amount spent in the quarter with the name of the various vendors used by the District.

The third report is the **Summary of Project Expenditures**. This report lists every project and is identified by a number, which shows the expenditures in total for each project.

*The fourth and final report is **Fund #42, Fund #41, & Fund #35**. This report highlights all the activities within each fund. The total of \$709, 296.07 on the final page is the total amount of expenses for the quarter.*

- f. FUTURE MEETING DATE AND PLACE:** *The next meeting will take place on Monday, March 13, 2017 at 6:00 p.m. in the Board Room. Please note that the meeting will be on a Monday night.*

III. Comments from Committee Members

President Dreyfuss invited the COC Members to attend the Community Education Forums scheduled to take place from January through May of 2017. The purpose of these forums is to inform the community members about the outstanding programs and student services RHC has to offer. There will be door prizes, burritos and refreshments. Teresa Buell will send the flyer with all the details of the forums to the COC Members soon.

Member Canchola suggested name tags be created for the COC Members so that they could easily be identified at the different community events and meetings they attend in the future. She also wished everyone Happy Holidays and a prosperous New Year.

President Dreyfuss wished everyone a Merry Christmas and a Happy New Year!

Chair Centeno also wished everyone a Happy Holiday and New Year.

- IV. Adjournment** – *The meeting was adjourned at 7:23 p.m. Member Diaz moved to adjourn the meeting; Member Canchola seconded.*