

**RIO HONDO COMMUNITY COLLEGE DISTRICT
Citizens Oversight Committee**

Tuesday, December 18, 2018 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 6:17 p.m.*
- b. **Pledge of Allegiance** – *Member Owen Newcomer led the Pledge of Allegiance.*
- c. **Roll Call** – *Citizens Oversight Committee (COC) Members present: Christian Diaz, Caro Jauregui, Alicia Marie Lopez, Owen Newcomer, Margie Rodriguez, and Dr. Monica Sanchez. Committee Members absent: Leonel Barrera, Jr., Andrew Moraga, Josefina Canchola, Jose Herrera and Alejandro Robles.*
- d. **Election of COC Chair and Vice Chair:** *Member Christian Diaz made the motion to move original Agenda Item II.a. "Election of COC Chair and Vice Chair" as Agenda Item I.d. to take place before Agenda Item I.e. "Welcome and Introductions." Member Caro Jauregui seconded.*

Member Diaz nominated Member Dr. Monica Sanchez for Chair. Member Newcomer seconded. The committee unanimously voted Member Dr. Sanchez as Chair.

Member Diaz nominated Member Josefina Canchola for Vice Chair. Member Margie Rodriguez seconded. The committee unanimously voted Member Dr. Canchola as Vice Chair.
- e. **Welcome and Introductions** – *All COC Members present introduced themselves and stated who appointed them to the committee.*
- f. **Open Communication for Public Comment** – *None*
- g. **Approval of Minutes – September 25, 2018** – *The COC voted to approve the minutes. Member Newcomer made motion to approve; Member Lopez seconded.*

II. Reports/Presentations

a. **President's Update:** Superintendent/President Dreyfuss reported on the following two items:

- 1) *Winter Break:* next week the whole campus will be closed during the winter break.
- 2) *Oath of Office Ceremony and Election of Board Officers:* the Oath of Office Ceremony for one re-elected and two newly elected board of trustees was a full house, standing room only event in the Rio Café. After the swearing-in, elections of the board officers took place at the beginning of the board meeting in the board room. The results were as follows: Trustee Gary Mendez - President; Trustee Oscar Valladares – Vice President; Trustee Rosaelva Lomeli - Clerk.

Chair Dr. Sanchez asked if new members would be appointed to the COC considering that there are now two new board of trustees.

President Dreyfuss replied that the appointment of new COC members will be included in the January Agenda of the Board of Trustees monthly meeting. She informed the COC that Member Jose Herrera has been absent three consecutive times, which means the Board of Trustees can remove him as a COC member. She also shared that another member's term has expired as each term is a two-year term. The maximum number of terms a COC member could serve is up to two terms for a maximum of four years total. Thus, Board of Trustees Vice President Valladares will appoint two new COC members.

b. **Annual Report:** Director of Marketing and Communications Ruthie Retana thanked the COC for wearing their best tonight as the photo that was taken before the meetings will be prominently showcased in the 2018 Annual Report to the Community. The page in the Annual Report where the picture will appear will inform the community that the COC ensures that the District's Measure A Bond Funds are expensed properly and effectively. The Annual Report will be mailed to more than 106,000 residents.

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 and 2 are Bond Projects; #3 a-b are Other Projects):

- 1) *L-Tower Seismic Upgrade* – Mr. Quemada informed the committee that the installation of the Fibre Reinforce Polymer (FRP) wrapping has begun around the interior columns. This procedure provides seismic

reinforcement to the columns and beams for additional structural strength during the removal of the concrete exterior panels. Saw cutting continues around the columns and beams prior to the installation of the Fibre Reinforce Polymer (FRP). Six photos were shown, including the rendering of the finished project.

2) Rio Plaza – Mr. Quemada reported that the Rio Plaza project construction documents have been submitted to the Division of State Architect (DSA). The architect has received the DSA comments for Fire Life Safety and Access. Structural comments are still pending due to the California Geological Survey (CGS) Report review process. The image of the rendering was shown.

3) Other Projects –

a) AJ Annex Pistol Range Beam Replacement – Mr. Quemada shared that this project is a DSA one. Six beams were replaced, and three additional beams had the sacrificial lumber replaced only. Eight pictures were shown of the beams as well as a photo of the finished project.

b) Prop 39 HVAC Modernization – Mr. Quemada reported that the existing valves in the Science, Wray Theatre, Music and Business buildings are being upgraded. He also reported about the Central Plant recommissioning and the replacing of the existing controls to digital display. This project is currently 65% completed.

d. Bond Audit Financial & Performance Reports: *President Dreyfuss asked the committee to turn to page 5 of the “Measure A General Obligation Bonds Performance Audit” document, which states that: “The results of our tests indicated that, in all significant respects, Rio Hondo Community College District expended Measure A General Obligation Bond funds for the year that ended June 30, 2018 only for the specific projects developed by the District’s Governing Board and approved by the voters.” She then directed the Committee to turn to pages 16-17 of the “Measure A General Obligation Bonds Financial Statements” document, which state that: “There were no financial statement findings or questioned costs identified during 2017-18” (on page 16); and “There were no financial statement findings or questioned costs identified during 2017-17” (on page 17). This means that the District has a clean audit. President Dreyfuss thanked the COC for their review and support of the Bond projects.*

e. Bond Quarterly Expenditure Reports: *Vice President of Finance and Business Yulian Ligioso explained there are two reports in the Bond Measure A packet. The first report is the Projects Expenditure Summary*

that summarizes each project expenditure from July to September 2018. The second report is the Project Details that breaks down the project by each vendor.

The College has spent a total of \$176,956,802 (TTD) with \$214,043 being spent from July to September 2018 (QTD). Vice President Ligioso pointed out that the following three major expenditures make up 80% of the QTD expenses: Geo Tech Services, Del Terra-PM Services, and Inspection and Testing Services.

Member Diaz asked if the Prop 39 HVAC Modernization project is included in the Bond Funds.

President Dreyfuss replied that the HVAC Modernization is not included in the Bond Funds – only the L-Tower and Rio Plaza projects that were presented earlier by Mr. Quemada. The HVAC and AJ Annex projects presented under “Other Projects” were reported to keep the committee abreast of these non-bond projects.

- f. *Future Meeting Date and Place:*** *The next meeting will take place on March 19, 2018 at 6:00 p.m. in the Board Room.*

III. Comments from Committee Members

Member Newcomer wished everyone a Happy Holiday.

Member Rodriguez thanked President Dreyfuss for her leadership and said that she will be missed after she retires on June 30, 2019.

Chair Dr. Sanchez thanked everyone for selecting her as the COC Chair. She also shared that in addition to overseeing the Bond Measure, COC members also serve as Rio Hondo College ambassadors by getting the good word out about Rio Hondo College in the different communities they serve through community relations.

President Dreyfuss highlighted the fact the auditor found no audit findings overall. This affirms that Rio Hondo College follows all accounting and budget policies and procedures.

Member Diaz congratulated Rio Hondo College for being honored at the 15th Annual Tamalada with a Bobby Salcedo Esperanza Award by the El Monte Promise Foundation on December 13.

Chair Dr. Sanchez shared that although community college enrollment is down throughout the state, Rio Hondo College is doing well.

IV. Adjournment – *The meeting adjourned at 6:48 p.m. Member Diaz moved to adjourn the meeting in honor of former COC Member Dr. Francisco Hidalgo who recently passed away; Member Lopez seconded.*