Minutes

I. Call to Order

a. Call to Order – The meeting was called to order at 6:06 p.m.

b. Pledge of Allegiance – The Pledge of Allegiance was conducted.

c. Roll Call – Citizens Oversight Committee (COC) Members present: Chair Dr. Monica Sanchez, Vice Chair Josefina Canchola, Alicia Marie Lopez, Leonel Barrera, Leticia Alvidrez, and Jaime Valencia López, MPA.

   Committee Members absent: Members Caro Jauregui and Margie Rodriguez.

d. Welcome and Introductions – All members introduced themselves, along with the names of the trustees that appointed them to the COC.

e. Open Communication for Public Comment – None

f. Approval of Minutes – April 20, 2020 – The COC Members voted to approve the April 20, 2020 meeting minutes. Member Leo Barrera made the motion to approve; Member Josefina Canchola, seconded the motion. The motion was approved.

II. Reports/Presentations

A. Annual Report Subcommittee Update:

   The COC Annual Report subcommittee was formed to provide the annual report on a yearly basis. The current status of the COC Annual Report is very close to finalizing, with only a few items pending. There was also a request for additional interior photos and updated details. The current subcommittee members include Dr. Monica Sanchez, Josefina Canchola and Jaime Valencia Lopez, MPA. The intent is to present the final COC Annual Report at the upcoming board meeting.
Jerry Quemada presented the draft COC Annual Report. The pending items on the COC Annual Report include the final numbers on the pages. Unfortunately, too many pictures would make it oversized. COC members decided to include former COC member Yasmin Ferrada in the list of subcommittee participants because she was on the subcommittee.

Jaime Lopez asked about the Fine Arts building. Jerry Quemada stated that the architect only went up to a certain amount of completion. Jaime again asked if it will be included in the report and whether it would be included in the work completed within the 18-19 time period? Jerry stated it was being developed, and the initial plan was to approve out-of-state, and then the next step would be the final plan.

Jaime Valencia Lopez, MPA stated that there should be a footnote with explanations.

Leo Barrera asked if this will be completed in the actual development?

Dr. Monica Sanchez, Chair stated that this is unknown, it depends on the trustees and also depends on the funding. It may or may not be. We don’t know if it will continue.

Chris Hawken stated that the Educational Master Plan is pretty much complete and the Facilities Master Plan is moving forward right now.

Dr. Monica Sanchez asked Chris Hawken to share the facilities projects that were identified as a priority.

Chris Hawken confirmed that the priority is the L-Tower building. The issues to resolve are the water tower and the hydraulic line. Then the next priority is the science building, ensuring that it gets certified. If there are resources for the current bond measure, then next is getting into Phase 2 of the L-Tower. Phase 2 includes the original plans and the college has changed its directions, from the meetings with Del Terra and looking at resources available to occupy the building. The intent is to not do what was done before.

Jerry Quemada stated that Del Terra will present to the board for final approval. Westberg & White, Inc. is the architect.

The COC Annual Report subcommittee plans to meet one more time before July 4, 2020. The subcommittee asked for guidance as to what they can and should present at the board meeting. Dr. Monica will send out dates that will work for the upcoming subcommittee meeting, so members can have a meeting to plan out and discuss.
B. Building Program Progress Report – Jerry Quemada

Jerry Quemada, of Del Terra, presented the updated project, focusing on the L-tower Seismic Upgrade.

The projects that are remaining will be put on hold based on funds available. The priority went to the L-Tower, the water tower and the hydraulic water lines.

Currently, the walls are being built within the basement, which will make the buildings wider. The building was fitting top heavy and narrow at the bottom. Part of the seismic upgrade was to be more of a square perimeter building.

L-Tower – A change order, in the amount of $736,475 was issued to the contractor, which includes an additional 235 calendar days to the contract for unforeseen conditions during the construction of the project. The delay in the project is due to unforeseen circumstances, and the contractors state a variety of delay issues.

Chris Hawken, Interim Vice President of Finance and Business remarked that this was a 50/50 project, but the additional funds issue falls completely on the college.

Jaime Valencia Lopez, MPA, commented on the photos and asked the Del Terra label the dates each photo was taken, this way everyone will know the progress of each project.

C. President’s Update – Dr. Arturo Reyes

President Reyes was not in attendance. Committee members requested that memo from President Reyes to share with the COC members.

D. Bond Quarterly Expenditure Report – Chris Hawken & Mohamed Rassmy

Mohamed Rassmy, Interim Director of Accounting, reviewed the “Bond Measure ‘A’ Project Details,” “Bond Measure ‘A’ Projects Expenditure Summary,” and “Series A Bond Fund.”

Member Leticia Alvidrez asked when the fiscal year ended. The fiscal year ends June 30th. The last current update is of May 30th. Another month’s worth of expenditures is expected.
Dr. Monica Sanchez questioned the impact that the deprioritized projects have on the college (these projects include the art building, Wray Theater and Rio Plaza). The members continued discussion.

E. Future Meeting Dates and Places – COC members emphasized the importance of having a regular schedule for the quarterly COC meetings. There is a preference for COC meetings to be held per academic year: March, June, September, and December, on the second Monday of the month. Additional meeting dates will be discussed and agreed upon at the next COC meeting. COC members also suggested Dr. Reyes to be available at all COC meetings, so that he can inform the committee of any major issues or anything the college has on the horizon to focus on.

COC members discussed the need for recognizing all COC members that term out, as well as a continual reminder of finding new replacement members.

Member Josefina Canchola announced information on www.latinas.org.

Member Leo Barrera asked for the name of the person who requested the COC meeting minutes.

Dr. Monica Sanchez, Chair announced the local drive-thru food distribution event, which will supply food to anywhere from one hundred (100) to four hundred (400 cars). There is also another event: food distribution at St. Maryanne’s church – no restrictions (400 boxes of meats, fruits and veggies), on a first-come, first-serve basis. Additionally, the Employment Development Department (EDD) is hiring to help out with unemployment insurance (UI).

Member Jaime Valencia Lopez, MPA, motioned to adjourn the meeting, and Josefina seconded the motion for adjournment.

Adjournment – The meeting adjourned at 7:17 p.m.