Minutes

I. Call to Order

A. Call to Order – The meeting was called to order at 6:01 p.m.

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

C. Roll Call

Citizens Oversight Committee (COC) Members present: Alicia Marie Lopez, Dr. Raquel Torres-Retana, Dr. Luis Guzman, Randall Dabbs, Leticia Alvidrez and Student Member Brandon De La Torre.

COC Members absent: Members Irma Peniche, Rocio Parra, and Jaime Valencia Lopez, MPA.

D. Welcome and Introductions

All members introduced themselves, along with the names of the trustees that appointed them to the COC. Additionally, newly appointed COC members, Randall Dabbs, Dr. Luis Guzman, and Dr. Raquel Torres-Retana were welcomed onto the committee. Stephen Kibui, Vice President of Finance & Business, gave a brief overview of the responsibilities of all COC members.

E. Open Communication for Public Comment – None

F. Approval of Minutes – September 16, 2020

The COC Members voted to approve the September 16, 2020 meeting minutes. Member Alicia Marie Lopez moved to approved the meeting minutes. Member Leticia Alvidrez seconded the motion. The motion was approved.
II. Reports/Presentations

A. Chair & Vice Chair selection

Both the Chair and Vice Chair positions are available as the former Chair and former Vice Chair recently termed off the COC. Member Leticia Alvidrez moved to nominate Member Alicia Marie Lopez as Chair of the COC, and Member Raquel Torres-Retana seconded the motion. The motion was approved.

Member Raquel Torres-Retana moved to nominate Member Dr. Luis Guzman as Vice Chair of the COC, and Student Member Brandon De La Torre seconded the motion. The motion was approved.

B. President’s Update – Teresa Dreyfuss

President Teresa Dreyfuss gave a welcome to everyone on the COC committee and gave a summary of the recent budget approval. The Board adopted the 2020-2021 Budget on October 28, 2020. All enrollments stayed the same as last year and Rio Hondo College (RHC) budgeted for $2.5 million that could be utilized for next year, in case a financial cushion is needed. The college has a sufficient cash flow to support and maintain for the whole year. RHC budget is strong and the revenue showed a sufficient amount in reserves. The books were closed for 2019-2020, General Fund Reserve for approximately $31.6 million. For 2020-2021, the General Fund Reserve is approximately $31.4 million. Additionally, the college financials and budget were presented at a Town Hall.

C. Bond Quarterly Expenditure Reports – Stephen Kibui

Stephen Kibui, Vice President of Finance & Business, reviewed the three (3) reports which included: “Bond Measure A Project Details,” “Bond Measure A Project Expenditure Summary” and “Series A Bond Fund Summary of Project Expenditures.” These reports included financials as of September 2020.

VP Stephen Kibui explained the financial expenditure reports of the ongoing bond projects. RHC claims the expenditures up to a point where the state fund is exhausted, and at this point is when the state begins to charge the bond fund. The budget has been audited as of the current year. The expenditures show what was paid to each vendor from the very beginning, to see how much RHC has expended for each year. This information is also provided to the auditors. The expenditures are always audited and submitted to the county.
Member Dr. Luis Guzman asked about the miscellaneous expenses related to conference and travel. VP Stephen Kibui explained that these travel costs listed involve document processing and the list is from inception of the bond. President Teresa Dreyfuss stated that some of the conference and travel expenses shown are an earlier time, when RHC first got approved by the voucher, and there was travel to New York and San Francisco to sell the bond. This is part of the standard process, and the reason why the expenses were incurred.

D. Building Program Progress Report – Jerry Quemada

Jerry Quemada, of Del Terra Construction, presented the updated project and reviewed the status of the bond projects and percentages completed. The project is currently at 64% and looking at a completion date of August 2021. Member Leticia Alvidrez requested that Del Terra provide longitudinal percentages, from inception of the project, and estimations of project completion. This will assist with keeping track of the progress that’s been made.

Student Member Brandon De La Torre asked about the impact of COVID-19 on the project. Jerry Quemada stated that COVID-19 will likely have an impact on the spacing, but currently, the project is designed as approved from 2017. There is a second phase of the construction that will be built out and the programming will be improved and completed at that time. Student Member Brandon De La Torre asked about how ADA accessibility has been addressed in the new buildings. Jerry Quemada confirmed that the building has individual-style bathrooms, and there was never a multiple-use restroom usage designed. Member Raquel Torres-Retana asked if there will be gender neutral restrooms. Jerry Quemada stated that he will double check as to how many non-gender restrooms there are planned.

E. Other Business

Nothing noted.

F. Future Meeting Dates and Places

After discussion on COC members’ availability, it was decided that the ongoing COC meetings will be held on Tuesdays at 5:30pm, on a quarterly basis. The next COC meeting will be held on Tuesday, March 16, 2021 at 5:30pm.
III. Comments from Committee Members

Member Leticia Alvidrez, as a school principal, recognizes how important it is to have a pipeline to students, and she thanked President Dreyfuss for assisting with continuing the two (2) semesters of engineering courses. Also, there is a toy drive and food bank through the Heart of Compassion on December 19, 2020 at 1200 W. Mines Ave in Montebello, California.

Student Member Brandon De La Torre announced that the Supreme Court has reinstated Deferred Action for Childhood Arrivals (DACA), and RHC will host a first-come, first-serve DACA application assistance on December 18, 2020.

Additionally, RHC hosts a food distribution at the campus pantry.

IV. Adjournment

Member Raquel Torres-Retana moved to adjourned the COC meeting at 7:09 pm, and Member Leticia Alvidrez seconded the motion. The motion was approved.