

**West Contra Costa Unified School District
Minutes of the Board of Education Meeting
Facilities Operations Center
1400 Marina Way South
Richmond, CA 94804**

September 24, 2014

***Minutes of the Joint Meeting of the Board Of Education
And Citizens' Bond Oversight Committee***

A. OPENING PROCEDURES

A.1 Welcome and Meeting Procedures

Chairperson Ivette Ricco called the meeting to order at 6:05 p.m. and welcomed the audience. President Ramsey offered remarks of welcome and appreciation.

A.2 Roll Call

CBOC Members Present:

Charles Cowens, Peter Chau, Tashia Flucas, Marianne Harrison, Dennis Hicks, Bill Kelly, Ivette Ricco, Tom Waller, Orlandus Waters

Board Members Present: Randy Enos, Todd Groves, Madeline Kronenberg, Charles Ramsey

Staff Present: Madgy Abdalla, District Engineering Officer; Martin Coyne, Executive Director Bond Finance; Bruce Harter, Superintendent; Debbie Haynie, Executive Secretary; Keith Holtslander, Director of Facilities

President Ramsey turned the meeting over to Chairperson Ivette Rocco to preside.

A.3 Approval of Agenda

MOTION: Ms. Ricco asked the committee for approval of the agenda. A motion was made by Mr. Chau and seconded by Mr. Waters to approve the agenda. The committee voted approval by voice vote.

A.4 Chair's Report

President Ramsey remarked on the opportunity for discussion between the Committee and the District. He reminded everyone that the District's program is the biggest in the state, requiring confidence and credibility with the community. He said he looked forward to a good, productive conversation.

Pledge of Allegiance

President Ramsey led the pledge of allegiance.

Chairperson Ricco commented on the Committee's efforts to do a better job in providing information to the community and the responsibility to obtain and provide as much information as possible. She said this meeting was an effort for the Committee and Board to come together to exchange thoughts and conversation in joint support.

B. DISCUSSION ITEMS

B.1 Scope of work for the annual performance audit

Superintendent Harter asked the joint group to review the scope of the performance audit to bring clear understanding of what the performance audit should entail. He invited Mr. Waters, chairperson of the Audit Subcommittee, to explain the recommendation of the subcommittee. Mr. Waters explained taking the recommendations of Dr. Harter as well as the Audit Subcommittee and being inclusive of public input. He reviewed the description of the priorities of the performance audit regarding the Proposition 39 requirements, as well as the Citizen Bond Oversight Committee evaluation report, and additional recommended items regarding best practices. Mr. Waters stated that the subcommittee's intent was to recommend full adoption of the document.

Public Comment:

None

Discussion:

Mr. Cowens asked about minutes from subcommittee meetings as well as about recommendations made by the subcommittee incorporated into the document. Mr. Waters said that minutes were not available as yet and affirmed that the recommendations were included in the Scope of Services for the Bond Performance Audit 2014.

President Ramsey had questions about the audit including expended bond measures. Mr. Martin Coyne offered clarification and said that financial statements for all bond measures would be included in the auditor's final review.

Discussion took place regarding the necessity of including Board of Education minutes in the audit. Superintendent Harter spoke about the review of Board minutes to confirm that items were completed with Board approval. Mr. Coyne asserted that minutes are reviewed as a general practice.

Further discussion took place regarding changing some of the language of particular items and clarification to some of the points.

B.2 Effort to maximize program revenue from non-bond sources

Superintendent Harter spoke about maximizing revenue from outside, non-bond sources. Mr. Matthew Pettler of School Facility Consultants provided a presentation regarding state and other non-bond financial contributions added to construction funds.

Public Comment:

None

Discussion:

Discussion took place about the type of school districts and reasons to participate in state funding programs. Mr. Pettler provided detailed clarification.

Chairperson Ricco asked whether the District used staff to pursue additional financing. Superintendent Ramsey responded that a combination of staff as well as Mr. Pettler, as a consultant, work to pursue revenue sources.

Discussion included the costs of applications. Superintendent Harter said that he will have staff derive the costs of applications and report back to the Committee and Board.

B.3 Composition/size of Oversight Committee

Superintendent Harter spoke of the history of how Board determined policy to configure the committee. President Ramsey detailed the components of the Oversight Committee as required by law and the determination the 1C Standard used to base construction projects for schools. He said that Board Member George Harris came up with idea to configure committee to represent cities, entities, and Board Member appointments in 2003. He said that he felt it was for the Committee to consideration reconfiguration.

Chairperson Ricco reviewed BP 7214.2 from August 2008 and revised in August 2011, that set out the committee parameters. She said she felt it was the Board's decision to determine representation and committee size based on the complexity of bond program. She spoke of the success of smaller subcommittees and members who have taken on the challenge.

Discussion included concern regarding the efficiency of the meetings, as well as geographical representation and building trades experience. Mr. Cowens said he would like to review the research of former Committee Member Mr. Gilbert-Snyder and share it with Board members. Discussion continued regarding the challenge to continue to be an effectual committee.

MOTION: Chairperson Ricco called for a vote to extend the meeting by fifteen minutes. A voice vote was taken with the majority voting in favor of extended the meeting.

Discussion continued regarding members serving in an at-large capacity, geographical representation, and School Board members' appointees. Chairperson Ricco recommended that the Board consider review and/or revision of the Board Policy determining the size of the Bond Oversight Committee.

Public Comment:

None

C. PUBLIC AND COMMITTEE COMMUNICATIONS

C.1 Public Comment – for items not on the agenda:

None

D. ADJOURNMENT

Chairperson Ricco adjourned the meeting at 7:38 PM.

BH:dh

TAG
Approved 10/15/14