

AGENDA
WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE
Monday, September 27, 2021 at 6pm
Zoom Conference
Minutes

A. Opening Procedures

Note: this meeting was held online using the Zoom platform and was open to the public to attend.

B. Call to Order/Pledge of Allegiance

Mr. Anderson called the meeting to order

C. Roll Call

Members: John Anderson, Joseph Camacho, Maisha Cole, Lorraine Humes, Jason Lindsey and Sallie DeWitt

(6 members with 4 required for a quorum)

Members Present: John Anderson, Lorraine Humes, Sallie DeWitt, Jason Lindsey, Maisha Cole (joined meeting late)

Members Absent: Joseph Camacho

Staff Present: Luis Freese, Ellen Mejia-Hooper, Melissa Payne, SeungJa Cha

D. Chairperson's Comments

a. Vice Chairperson Position

Mr. Anderson asked if he should also assume the position of Vice-Chair until the elections or if there was a volunteer from the committee. No one volunteered.

b. Secretary

Secretary position still open. No volunteers. Silvia will continue to draft the minutes for now.

c. Committee Members

No comments

d. Change of Meeting time from 2 pm to 6 pm (Continue with Zoom Format)

Discussion on continuing with Zoom format at least for the next meeting. Mrs. Payne shared that there are changes effective September 30, 2021 as to exceptions to the Brown Act. The reference is Assembly Bill 361. Staff will share more information with the Chair as it becomes available.

Public Comments

Mr. Gosney

E. Approval of Agenda

No changes

To discuss a Consent Calendar item, it must be removed from the agenda by a member of the committee

F. Public Comment for items not on the Agenda

Items already on the agenda may not be spoken on in this section. Speakers wishing to address a specific agenda item they must fill out a Speaker Form with the appropriate agenda item listed. Speakers will be allowed three minutes

Public Comments

Mr. Gosney

G. Bond Program Project Status and Financial Reports (Luis Freese/Melissa Payne)

Presentation on progress of current Bond Projects including newsletters and financial reports

Discussion Only

a. Facilities Master Plan Project Update

i. Riverside Elementary School (July and August)

ii. Pinole Valley High School Athletic Fields

Mrs. Mejia-Hooper gave the project updates.

Discussion

Ms. Humes asked if the Lake status report last month which stated in procurement status meant that they were procuring a designer? Mrs. Mejia-Hooper expanded on the procurement process. Discussed the butterfly theme at Lake.

Mr. Lindsey asked if Fall Protection at Korematsu meant guard rails and safety features? Mrs. Mejia-Hooper replied Yes. Mr. Lindsey asked about the building materials at Lake and Mrs. Mejia-Hooper replied we are still in the schematic stage and no definite decision has been made

Public Comments

Mr. Gosney

Mrs. Mejia-Hooper shared the Construction Newsletter and ended her presentation.

Mrs. Payne asked the committee members if they had received the newsletter via email and asked that they reply back when they do so we can see if the system is working properly. There was a discussion on how to request the newsletters through askfacilities@wccusd.net.

Mrs. Payne presented all the financial reports.

b. Consolidated Budget Report 2021-08-31

c. Consolidated Budget Report 2016 MP 2021-08-31

d. Report 13 Bond Program Financial Status 2021-08-31

e. Report 13A Variance Report 2021-08-31

f. Report 2 Bond Program Spending to Date 2021-08-31

g. 20-21 AP check list 2021-08-31

Mrs. Mejia-Hooper shared the Riverside video and answered questions from Ms. Humes and Mr. Anderson.

H. Consent Items

Unless pulled from the agenda by a member of the committee, consent items are approved without discussion by unanimous consent

a. CBOC Records Request Log September 7, 2021

b. July 19, 2021 Draft Minutes

All approved

I. Annual Report Update (Lorraine Humes)

a. District Responses to L. Humes for AR-20 Report Preparation September 3, 2021

Ms. Humes reported that Mr. Anderson and herself have worked on the report and it will be handed out at the October 11th meeting for comments to be returned by October 29. It will be voted on at the November 8th meeting.

J. Training (Lorraine Humes)

a. CABOC Virtual Conference

Ms. Payne commented that Ms. Silvia had sent out an email to the committee members concerning the conference.

Ms. Humes commented that we have 5 members signed up and we have 10 tickets. She reviewed some of the agenda items.

K. Modification & Posting of CBOC member application (Melissa Payne)

Mrs. Payne announced the modification of the CBOC applications and reviewed the changes that were implemented to make it more accessible.

Ms. Humes asked where the applications are to be submitted. The old form had the address for submittal. Also, feels that resumes are important to keep as part of the applications. She gave suggestions on other areas to reach out to for applications.

Mrs. Payne explained how the applications are submitted and thanked Ms. Humes for her suggestions. She also shared that the district has a new Communications Director that will be able to assist us with avenues of communications.

Ms. Humes recommended contacting all the applicants not just the ones who will be interviewed. She also suggested setting up the site so you can look at how many hits you have. Mrs. Payne answered that the website can identify the number of visits to the webpage.

Public Comments

Mr. Gosney

Mr. Panas

L. Board Policy BP 7214.2 CBOC Revision (John Anderson/Luis Freese)

Ad Hoc committee of CBOC to work with WCCUSD staff to produce a draft policy revision.

Mr. Anderson stated at this time he and Sallie DeWitt would work with staff to produce a draft policy. They will be working with the November 2019 draft policy.

Mr. Freese commented that staff is looking forward to working with the committee to move this forward.

Ms. Humes asked if the public would be able to submit written comments before it is taken to the BOE for approval? Mr. Freese answered that the draft would be taken first to the CBOC for comments at which time the public would be able to comment. There will be a First reading and then Adoption.

Mr. Lindsey asked if it would be appropriate at this time to table this item until the Board is better educated on this? Mr. Freese pointed out that this will be on the agenda as a Discussion item not action. Mr. Anderson agreed with Mr. Freese that the draft is only a discussion item and the draft will go to the CBOC for comments and review first.

Mrs. DeWitt stated that the CBOC this past year approved 2 resolutions pertaining to this item. The first asked that the 2019 policy be used as a starting point and the second resolution affirmed that the CBOC is independent. She is willing to work with Mr. Anderson and district staff with creating a reasonable draft resolution but insists that the work is productive and not contentious. The Ad Hoc committee would submit a draft to the CBOC and the public for comments before a final draft is sent to the Board for approval. This is a reasonable process.

Ms. Humes agreed with Mrs. DeWitt and added that with 3 new members on the CBOC they would benefit if there was a training that goes along when the resolution is presented to the committee for review. Mr. Anderson comments included the importance of moving this forward.

Mr. Freese commented that there will need to be compromises and Mr. Anderson agreed.

Mrs. Payne shared her experience working with CBOC members in establishing financial reports and recalls it was a very positive and productive partnership. She really believes that some of the best things we have done we have done together and she looks forward to this new project.

Mrs. DeWitt stated that staff has been very friendly, very workable with the CBOC. That's been the case for quite some time and we should go forward with that. She also stressed the importance of an independent CBOC.

Ms. Humes agrees with Mrs. Payne and Mrs. DeWitt's comments. She feels we have the right team to work on this policy.

Mr. Lindsey had no comment until he reads the resolution.

Public Comments

Mr. Gosney

M. Chairperson's Report (John Anderson)

- a. Transmittal Letter CBOC Resolution 21-2**
- b. Letter to BOE relative to CBOC candidates**

Mr. Anderson stated that items a and b were a carry over from the August meeting that was canceled for lack of quorum.

Comments

Ms. Humes asked Mr. Anderson to resend the Grand Jury recommendations.

N. Outstanding Minutes

- a. February CBOC mtg**

The February 8, 2021 minutes were moved to the October 11, 2021 meeting.

- b. April 1, 2021 Joint Board and CBOC**

The April 1, 2021 Joint Board/CBOC meeting minutes were moved to October 11, 2021 meeting.

Mr. Anderson expressed concern over having two sets of minutes for the same meeting. He pointed out that the recordings are the permanent record of the meetings but he agreed to bring it back to the next meeting.

Ms. Humes asked if the next meeting would be in person and Mr. Anderson responded that he would confirm with Mr. Freese before the meeting. Ms. Humes asked if the meeting were to be in person if the IT department would be there to record it and Mr. Freese said no they would not be there.

Public Comments

Mr. Gosney

O. Adjournment

Mr. Anderson adjourned the meeting.

Next meeting October 11, 2021 at 6 pm

Disability Information

Upon written request to the district, disability related modifications or accommodations—including auxiliary aids or services—will be provided. Contact the Superintendent's Office at (510) 231-1101 at least 48 hours in advance of the meeting