

WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE

Monday, November 15, 2021 at 6 pm

Meeting Minutes

In Person or Zoom Conference

https://youtu.be/VTq3o_rone0

A. Opening Procedures

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

By computer, please click the link below to join the webinar:

<https://wccusd.zoom.us/j/94978999187?pwd=dGxPVnNZT2RMaThaYWJYVlkwRnR2QT09>

Or

by Telephone: US: 1+(669) 900 6833 Webinar ID: 949 7899 9187 Passcode: 657852

B. Call to Order/Pledge of Allegiance

Mr. Anderson called the meeting to order at 6:03pm.

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, Jason Lindsey and Sallie DeWitt

Maisha Cole will join later

Absent: Joseph Camacho

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

D. Approval of Agenda

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

Agenda approved as presented.

E. 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 or raise their hand on Zoom. Speakers will be allowed three minutes

Public Comment

Mr. Gosney

F. 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

Mrs. Mejia-Hooper gave the presentation

- a. **Facilities Master Plan Project Update**
 - i. **Riverside Elementary School**
 - ii. **Pinole Valley High School Athletic Fields**

Ms. Humes had questions on Design Build.
Mr. Anderson had questions on Riverside.
Mrs. Mejia-Hooper responded to the inquiries of the members.
- b. **Consolidated Budget Report 2021-10-31**
- c. **Consolidated Budget Report 2016 MP 2021-10-31**
- d. **Report 13 Bond Program Financial Status 2021-10-31**
- e. **Report 13A Variance Report 2021-10-31**
- f. **Report 2 Bond Program Spending to Date 2021-10-31**
- g. **20-21 AP check list 2021-10-31**

Staff responded to questions by members concerning the various reports.

G. 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 November 1, 2021**

Ms. Humes had questions on what constituted a records request and how the log is managed.
Mr. Anderson moved item to next month.
- b. **September 27, 2021 Meeting Draft Minutes**
- c. **October 11, 2021 Meeting Draft Minutes**

Discussion Only

H. Annual Report Update (Lorraine Humes)

- a. **Discussion on Report Status**

Ms. Humes reported the annual report will come out next month.
- b. **Timetable for final report and vote**

Ms. Humes gave the timetable as: week of 11-22-21 will finish report, week of 11-29-21 will format report and week of 12-13-21 will vote on report. Ms. Humes will send an email with the report highlighting the areas of disagreement.
Mrs. DeWitt acknowledged the outstanding work Ms. Humes has accomplished with putting together this report.
- c. **2021 Annual Report**
 - i. **Consider aligning with WCCUSD fiscal year**

Ms. Humes is recommending working on a fiscal year calendar in order to align with the district.

Mrs. Payne agreed with the change adding that this would align with some of the reports.

Mr. Anderson recommended putting a resolution together for the next meeting regarding this change.

I. Training (Lorraine Humes)

a. Critique on CABOC Virtual Conference

Ms. Humes stated that there were 61 attendees at this first conference. Attendees were asked to complete an evaluation of the conference. Comments were mainly positive and there were also suggestions for improvement.

Ms. Humes asked members to give their opinion of the conference. Members and staff shared thoughts.

b. Considerations for Next year

Mr. Anderson made recommendations for trainings for members new and existing including Brown Act training. There was a discussion on the Brown Act and what resources are available.

Mrs. Payne had comments on the conference and what she took away from it.

Public Comments

Mr. Gosney

J. Update on Ad Hoc committee of CBOC and WCCUSD staff Board on revision of Policy BP 7214.2 CBOC Revision (John Anderson/Sallie DeWitt)

Mr. Anderson stated that a meeting was held in Oct. and due to circumstances the next meeting was canceled.

Mrs. DeWitt commented on the terrific attachment of references that Mrs. Payne provided that will be a very helpful too. She reviewed some of the items on the attachment.

a. References used by Ad Hoc committee (see attachment)

K. Selection of CBOC officers for next year

a. Next meeting in person?

b. Chairperson, Vice Chair and Secretary elections

Mr. Anderson announced that the above positions will be voted on at the December meeting. He encouraged everyone to give this some thought and to volunteer.

L. Calendar for 2022

(See attachment)

Mr. Anderson asked if there were comments to the meeting schedule attached.

There were no comments.

M. Adjournment

Next meeting December 13, 2021 at 6 pm

Mr. Anderson adjourned the meeting at 7:33 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