

WCCUSD
CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES

Meeting of October 19, 2020

A) OPENING PROCEDURES

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

B) CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mr. Gosney called the meeting to order at 2:01 pm.

C) ROLL CALL

Present: John Anderson, Maisha Cole, Sallie DeWitt, Guadalupe Enllana, Don Gosney, Lorraine Humes, Anton Jungherr, Cameron Moore

Absent: Ken Burns

9 members ~ 5 required for a quorum; a quorum was present.

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

Board Liaison: Absent

D) APPROVAL OF AGENDA

The agenda was approved via consent.

E) PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

Ms. Humes outlined an offer by former CBOC member Gregg Visineau to provide training sessions on school bonds. She stated she would follow up with an email to members.

D I S T R I C T R E P O R T S

F) BOND PROGRAM PROJECTS STATUS and FINANCIAL REPORTS (Luis Freese/Melissa Payne)

Mr. Freese presented the project reports. Items of note: (1) Michelle Obama School construction completion slipped a little and is now expected in November 2020. A grand opening event is scheduled for October 29. Target construction completion for the Richmond HS project is February 2021. Target Board contract approval for the Riverside ES project is November 4, 2020.

Ellen Mejia-Hooper provided a presentation on the site-specific educational specification for Lake ES. Comments/questions from members: Mr. Gosney felt that the general public (outside of the immediate school community) did not have enough opportunity to review and comment on the specifications. Ms. Humes asked questions about safety features. In response to a question from Mr. Moore, Mr. Freese stated that while the specifications were not specifically reviewed or established relative to Covid-19 or other future pandemics, there were aspects of the flexible, open space design that makes it more adaptable to measures required in a pandemic situation. Mr. Anderson asked whether a structural engineer was included on the bridging architect's team; Mr. Freese indicated no, and Mr. Anderson opined it would be a good idea.

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Ms. Payne reviewed the financial reports: the primary item of note is that \$4.7 million in state grants for El Cerrito and DeAnza High Schools were recently approved.

Ms. DeWitt reiterated her position expressed in the September meeting that financial reports should reflect total project budgets, not just budgets funded by bonds and state grants, and that the current practice of providing details of other funding sources in the report footnotes was inadequate.

Ms. Mejia-Hooper presented an update on the formation of the Prioritization Committee and the related Community Survey. She indicated that the District had increased its communications outreach on the survey, and consequently the numbers of responses had increased significantly. Mr. Gosney asked that District increase its communication outreach on the survey to the general community, not just the schools' community. Mr. Moore asked if the Mandarin School would be included in the evaluation, since the school was not established when the FMP site evaluations were done in 2016. Ms. Mejia-Hooper indicated that the Serra Campus, which currently houses the Mandarin School, was included in the 2016 site evaluation. Mr. Moore noted that it is unlikely that the Serra Campus footprint was large enough to support this growing school program, and that other campus options need to be considered.

G) BOARD OF EDUCATION LIAISON REPORT (Consuelo Lara)

No report.

C B O C R E P O R T S

CONSENT ITEMS

The consent items were approved with no objections.

H) ADOPTION OF MINUTES (Cameron Moore)

09.14.20 CBOC Draft Minutes

I) CBOC MEMBER INFORMATION REQUEST LOG (Don Gosney)

10.19.20 CBOC Member Information Requests Status Log

J) ADAM FERBER INVOICE (CBOC Independent Counsel) (Don Gosney)

9.30.20 Adam Ferber CBOC Invoice

K) APPROVED RECOMMENDATIONS BY THE CBOC (Don Gosney)

10.19.20 CBOC Approved Recommendations

C O M M I T T E E R E P O R T S

L) MEMBERSHIP (Cameron Moore)

Mr. Gosney indicated that Mr. Burns would not likely continue on as a member and has contacted the Buildings Trade Council for a replacement.

M) MEMBERSHIP ROSTER (Don Gosney)

Mr. Gosney noted the current roster.

N) CHAIRPERSON REPORTS (Don Gosney)

Mr. Gosney noted his reports to the Board, which are included in the agenda packet.

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**O) IMPLEMENTATION OF FORENSIC ACCOUNTING INVESTIGATION
RECOMMENDATIONS (Anton Jungherr)**

Mr. Jungherr made the following motion, seconded by Ms. DeWitt:

That the CBOC recommends the District provide to the CBOC a monthly report on the status of Internal Auditor's reviews in the following format:

Description	October 2020	Total
Balance to review beginning of month		77
Internal Auditor reviews this month		
Balance to review end of month		

Mr. Gosney requested an amendment to the motion that the report includes a listing of the specific recommendations reviewed. Mr. Jungherr and Ms. DeWitt agreed to this change. Mr. Moore asked Ms. Payne to give a status update on the implementation review. Ms. Payne indicated that the Moss Adams Phase 2 review would be completed within FY2020-21, and she had no issue reporting on internal audit reviews on a monthly basis. She also noted that Dr. Wold would be seeking Board approval for a contract with an auditing firm to perform the FY2020 bond fund performance audit (compliance only) and an implementation verification review of the 25 recommendations deemed not or partially implemented in the Moss Adams Phase 1 review. Mr. Jungherr expressed disappointment that the CBOC was not consulted prior to making this decision.

Roll call vote on motion as amended: Yes (8), No (0), Abstain (0), Absent (1, Burns). The motion passed.

P) ANNUAL REPORT UPDATE (Sallie DeWitt and Lorraine Humes)

The first draft of the annual report was included in the packet, and Ms. Humes and Ms. DeWitt requested written comments. The goal is to vote on the final version of the annual report at the November meeting. Mr. Moore highlighted two points so that members could consider prior to the November meeting: (1) that the report should refer to Michelle Obama School and not Wilson Elementary School (with appropriate footnoting of older reports that refer to Wilson) and (2) that CBOC Accountability Compliance Opinion A should be changed from "No" to "Can not be determined".

Q) AUDIT SCHEDULES (Anton Jungherr)

Mr. Jungherr noted there were no changes to the schedules.

R) CBOC WEB SITE UPDATE DRAFT GUIDELINES (Don Gosney)

Mr. Gosney stated that the District has approved the ability for the CBOC to update the CBOC website. Mr. Jungherr motioned that the CBOC support the plan to update the website, seconded by Ms. Humes. Roll call vote: Yes (8), No (0), Abstain (0), Absent (1, Burns). The motion passed.

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S) CALENDAR (Don Gosney)

Mr. Gosney noted the calendar in the agenda packet.

T) FUTURE AGENDA TOPICS (Don Gosney)

Ms. Humes asked that Mr. Gosney provide regular updates on the activities of the Prioritization Committee.

U) ADJOURNMENT

The meeting was adjourned at 4:58 pm.

Submitted by: Cameron M. Moore, Secretary

November 21, 2020