

WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE
(Bond Measures D, E and R)
Monday, July 11, 2022 at 6 pm
1400 Marina Way South, Richmond CA 94804
Meeting Minutes
In Person/Virtual Meeting

Meeting Video Recording Available on YouTube

<https://www.youtube.com/channel/UC9u1R1iSWbHzhieeGC5LvYA/videos>

A. Opening Procedures

B. Call to Order/Pledge of Allegiance

Mr. Anderson called the meeting to order at 6:07pm.

C. Roll Call

John Anderson, Sallie DeWitt Lorraine Humes, and Jason Lindsey
(4 members with 3 required for a quorum)

Members present: John Anderson, Sallie DeWitt, Lorraine Humes

Members Absent: Jason Lindsey

Staff present: Luis Freese, Melissa Payne, Ellen Mejia-Hooper

D. Approval of Agenda

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

Ms. Humes asked that the draft minutes from the June 13, 2022 meeting be pulled.

Mr. Anderson stated the rest of the agenda is approved as presented.

Public Comments

Don Gosney

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 with the appropriate agenda item listed. Speakers will be allowed three minutes

No Public Comments

DISCUSSION

F. CBOC Membership

a. Openings of required positions

i. Member of a Senior Citizens' Organization

ii. Member who is the parent or guardian of a student enrolled in WCCUSD

iii. Member who is the parent or guardian of a student enrolled in WCCUSD and active in a parent teacher organization or a school site council

Mr. Anderson announced Mr. Pana's resignation which brings the total membership to 4 members. We are missing 2 of the required positions. Mr. Anderson will fill the Senior Citizen's position vacated by Mr. Panas.

b. Recruiting activities

Mr. Freese discussed the different vehicles being used to recruit members including reaching out to principals and PTA's. One application was received but the applicant has not responded to several attempts by staff to communicate with her.

Ms. Humes had some suggestions on recruiting.

Mrs. Payne suggested reaching out to former CBOC members who may know of interested parties.

Mrs. DeWitt inquired about Mr. Gosney's and Mr. Jungherr's application. Mr. Freese stated that they had both termed out according to CBOC policy.

There was further discussion on terming out.

Mrs. DeWitt wrote and read resolution 22-02 that addressed term limits and procedures for membership. The members discussed the resolution and how to proceed.

Convening a Special CBOC meeting in August was discussed. It was decided to schedule the special meeting on August 1 at 6pm.

Public Comments

Don Gosney

Anton Jungherr

Discussion

The members discussed on how to proceed with the resolution and the implications of violating the Brown Act. Mr. Anderson stressed the importance of filling the required positions.

c. CBOC Officers

Mr. Anderson discussed the open officer positions.

ACTION

G. Consent Items

Unless pulled from the agenda by a member of the committee or public. Consent items are approved without discussion by unanimous consent.

a. CBOC Records Log July 5, 2022

b. June 13, 2022 Meeting Draft Minutes-pulled for discussion by Ms. Humes

Ms. Humes commented that item H.a of the draft minutes was too vague and needed to be expanded. She will submit her suggestions.

Public Comments

Don Gosney

PRESENTATION

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

There were no financial reports available at this time

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

Mrs. Mejia Hooper presented the projects updates.

a. Facilities Master Plan Project Update (Including proposed designs for Richmond High and Kennedy High)

Public Comments

Don Gosney

Discussion

Mr. Anderson inquired about the status of the financial reports. Mrs. Payne responded that the we have been working closely with SeungJa Cha who has transferred to Business services. We have recently been able to fill the position with a new hire who is in training. Our priority is to get back on schedule with the financial reports as soon as possible.

DISCUSSION

I. 2021 CBOC Annual Report

a. Update annual due dates for the Annual Reports that were established in Resolution 21-3

Members discussed next steps of the annual report. The fact that the Performance Audit and the Financial Audit have not been accepted by the Board was discussed.

b. Report Format

J. Update on Ad Hoc committee of CBOC and WCCUSD staff Board on revision of Policy BP 7214.2 CBOC Revision

Mr. Anderson stated that this item has already been discussed.

K. FY2021 Audit/Audit Schedules

a. Request Staff assistance with completing the missing items in the attachment and confirm information on the attached.

Mrs. Payne reviewed the updates that have been done on the audit schedule.

Discussion

Ms. Humes had questions concerning the status with the auditors. Mrs. Payne shared her time table of upcoming meetings with the auditors.

b. CBOC Resolution 22-02 (Performance Audit) activity

L. Next Meeting

a. September 12, 2022 6 pm

Mr. Anderson announced the scheduling of a Special Meeting August 1, 2022.

M. Adjournment

Mr. Anderson adjourned the meeting at 7:27pm.

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