



**CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT  
CITIZENS' OVERSIGHT COMMITTEE**

Meeting Minutes No: 07

Location: District Office, Room 120

Recorded by: Barbara K. Tracey

Date: January 24, 2006

Persons Present:

<b>Committee Members</b>	<b>Term</b>	<b>Term Expires</b>	<b>Present</b>	<b>Not Present</b>
Mr. Kevin Baker, Business Community Representative	2 yrs.	2006	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Dave Bouchard, Business Community Representative	2 yrs.	2006	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Brian Foster, Community Member Representative	2 yrs.	2007	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Gordon Galvan, Chabot College Foundation Representative	2 yrs.	2006	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Byron Kamp, Community Member Representative	2 yrs.	2006	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. John Sailors, Senior Organization Representative	2 yrs.	2006	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Jason Teramoto, Las Positas College Student Government Representative	2 yrs.	2006	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Bob Tucknott, Taxpayers Association Representative	2 yrs.	2006	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**District/College Representatives**

- Dr. Joel Kinnamon, Vice Chancellor of Educational Services and Planning
- Mr. Lorenzo Legaspi, Vice Chancellor of Business Services
- Mr. Stan Dobbs, District Director, Facilities Planning & Management
- Ms. Jennifer Aries, District Director, Public Information & Marketing
- Ms. Karen Halliday, President, Las Positas College

**Supporting Consultants**

- Mr. Eloy Retamal, DMJM Program Management, Deputy Program Director
- Ms. Barbara K. Tracey, DMJM Program Management
- Mr. Roy Stutzman, Consultant

1.0 CALL TO ORDER

Mr. Byron Kamp, Committee Chair, called the meeting to order at 6:32 p.m.

2.0 ROLL CALL

A quorum was met with six committee members responding to roll. A seventh member joined the meeting at 6:45 p.m.

3.0 PUBLIC COMMENTS

No public comments were made.

4.0 APPROVAL OF MINUTES OF November 14, 2005 MEETING

It was moved (Mr. Sailors) and seconded (Mr. Galvan) that the minutes of the November 14, 2005 Special Meeting be approved as drafted. The motion passed unanimously.

## 5.0 BOND PROGRAM UPDATE

Mr. Stan Dobbs presented a review of the status of the Bond Program. Selection of several architectural/engineering firms, for design of projects, was recently approved by the Board of Trustees. Six projects at each college will be moving forward into design phase. Construction budgets of the twelve projects total approximately \$120 million. Preparation is being made to begin the interview and selection process of design firms for several more projects at both of the colleges.

Mr. Dobbs reported that the Board of Trustees has been busy with other bond related actions, such as approval to issue a Request for Qualifications for LEED™ Building Commissioning Authority Services. This is in support of the Board's commitment to a policy of sustainable design and mandate that all new facilities must achieve a United States Green Building Council (USGBC) LEED™ (Leadership in Energy & Environmental Design) rating of a certified, silver or gold level. One of the conditions of LEED™ certification is that buildings must be commissioned by a Building Commissioning Authority in accordance with the requirements stated in the LEED™ Rating System Manual and Reference Guide, Version NC 2.1. The Building Commissioning Authority is an integral part of the design and construction process and is responsible for reviewing; documenting and submitting for approval by USGBC all required commissioning documentation.

Mr. Kamp inquired of Karen Halliday how the students at Las Positas College were coping with any campus disruption created by work already underway on bond projects. Ms. Halliday responded that students, faculty, and staff were all excited about seeing the changes, additions, and improvements to the college, but that disruption was fairly minimal due to the campus perimeter location of much of the work to date.

## 6.0 FINANCIAL REPORT

Mr. Lorenzo Legaspi reviewed the items contained in the December 31 2005 Expenditure Report that was distributed in the committee meeting agenda packet.

Mr. Kamp requested clarification on the nature of the Specialized Equipment expenditure listed under Districtwide projects. Mr. Eloy Retamal responded, itemizing the computers, servers, and other information technology (IT) expenditures included under that expense.

Mr. Kamp inquired of the committee whether they would find it beneficial to see more detailed breakdown of expenditures, perhaps into sub-categories. Mr. Tucknott responded, suggesting four or five broad sub-categories would be helpful. Mr. Legaspi suggested use of the state's cost breakdown structure, and said that the recommendation would be implemented before the Committee's meeting in April.

## 7.0 BOND ISSUANCE

Mr. Legaspi reported to the Committee that approval had been received from the Board of Trustees to research potential refinancing of Series A bonds, and directed the Committee's attention to the printed information on that issue as was provided to the Board at their January 2006 meeting. The District is exploring alternative ways to most effectively utilize bond

proceeds, due in part to escalating construction costs. Clarification was made that any financial gain from refinancing would be invested in projects already approved by the voters, and that no new projects would be financed.

## 8.0 ANNUAL REPORT UPDATE

Mr. Kamp, on behalf of the Committee, thanked and complimented Jennifer Aries, and her staff, on their work to produce the Committee's First Annual Report to the Community.

Ms. Aries reported that the Board of Trustees was very complimentary on the Committee's attention to detail in the report. She further reported that information on the report will be published in the college's Summer/Fall class schedules, which will be distributed to approximately 300,000 households in Alameda County in April. Printed copies of the report will be hand delivered to area legislators in early February.

No suggestions or recommendations for the next report were forthcoming in response to Mr. Kamp's inquiry to the Committee. Mr. Kamp advised committee members that an agenda item on their April 2006 meeting calendar would be the establishment of the publication timeline for the 2005-2006 committee report.

## 9.0 MEMBERSHIP

Mr. Kamp reported that Chabot College was preparing to submit a student's name to the Board of Trustees for appointment to the Citizens' Oversight Committee. Ms. Halliday said that Las Positas College is also ready to send a name forward to the Board for appointment.

## 10.0 COMMITTEE MEMBER COMMENTS

Mr. Tucknott requested that discussion of a Project Labor Agreement (PLA) be placed on the Committee's agenda for their April 2006 meeting. Mr. Tucknott referenced the Board of Trustees' authorization for district staff to enter into PLA negotiations, which was given at the January 17, 2006 Board of Trustees' meeting. Mr. Foster requested that legal opinion be obtained on whether the District's PLA negotiations fell within the province of the Committee. Mr. Sailors concurred with Mr. Foster. Mr. Legaspi will refer the question to legal counsel and will forward that opinion to Mr. Kamp prior to publication of the April agenda.

## 11.0 ADJOURNMENT

Motion to adjourn was made (Mr. Tucknott), seconded (Mr. Galvan), and passed unanimously.

Meeting adjourned at 7:28 p.m.