

**RIO HONDO COMMUNITY COLLEGE DISTRICT
Citizens Oversight Committee**

Monday, November 4, 2019 at 6:00 p.m.
Rio Hondo Community College Board Room
Dinner and Meeting

Minutes

I. Call to Order

- a. **Call to Order** – *The meeting was called to order at 6:00 p.m.*
- b. **Pledge of Allegiance** – *The Pledge of Allegiance was conducted.*
- c. **Roll Call** – *Citizens Oversight Committee (COC) Members present: Vice Chair Josefina Canchola, Caro Jauregui, Alicia Marie Lopez, Margie Rodriguez, Diana Macias DeGante, Margie Rodriguez, and Jaime Valencia López, MPA.*

Committee Members absent: Dr. Monica Sanchez and Leonel Barrera, Jr.

- d. **Welcome and Introductions** – *All COC Members introduced themselves and stated the name of the Board of Trustee who appointed them to the committee. Diana Macias DeGante was introduced as the new student member for school year 2019-2020. Dr. Reyes introduced himself and Oscar Valladares, Board of Trustees President, was in attendance.*
- e. **Open Communication for Public Comment** – *None*
- f. **Approval of Minutes – November 4,, 2019** – *The COC Members voted to approve the November 4, 2019 meeting minutes. Member Jaime Valencia Lopez, MPA made the motion to approve; Member Margie Rodriguez seconded the motion. The motion was approved.*

II. Reports/Presentations

A. Update on new committee members:

Trustee Oscar Valladares stated that the delay for new membership on the COC is due to the board of trustees finding the member that fits the needed description for COC membership. Vice Chair Canchola spoke about the importance of finalizing the term list as every member would like know when their term is up.

B. President's Update: *Dr. Arturo Reyes spoke about the new hiring of our Rio Hondo College employees. The security assessment of Rio Hondo College was conducted by a small consultant company. The security assessment involved the review of Rio Hondo's emergency preparedness and the company also spoke to constituent groups. The Board of Trustees is also looking into subcommittees, which will include facilities and safety committees as well.*

Member Jauregui asked if the analysis of the buildings align with the project list from the previous bond.

Dr. Reyes responded that the facilities assessment will look into areas where the team was not previously aware of: including the water tower as an example. There is also some infrastructure needs, which include items such as leaky pipes.

Member Valencia Lopez asked how the prioritization of each facility takes place as to the decision of which facility needs to be upgraded.

The general process is used as a first level assessment that is more of a participatory governance process, than Dr. Reyes would look at the executive team handling the review and make a recommendation to the board of trustees.

Member Jauregui asked who is on the facilities committee. Dr. Reyes responded that the facilities committee membership would change every year, as they appoint people to serve on the team, so it's a participatory governance process.

C. Annual Report update: *There are four (4) members selected as the subcommittee to put together the annual report. The subcommittee members include: Dr. Monica Sanchez, Jaime Valencia Lopez, Yasmin Ferrada, and Josefina Canchola. Once completed, the COC Annual Report will then be presented to the Board by the subcommittee. The subcommittee would like for the deadline for the Annual COC Report to be January 2020, but will have to decide on meeting dates and times for the subcommittee to meet.*

D. Building Program Progress Report – Jerry Quemada

Jerry Quemada of Del Terra provided a report on the Building Program. Jerry reviewed photos and gave an update on the L-Tower seismic upgrade.

With Rio Plaza, the importance of the DSA review was emphasized, and the ramp and renderings for the designs was also reviewed. Jerry also reviewed the bond projects, upcoming projects, and the Wray Theatre & Music renovation. Jerry discussed the requirement for a new fire hydrant to be installed with the project, which will require San Gabriel Water District to review.

Member Valencia Lopez asked what percentage of the tower is complete? Jerry responded that they are about at approximately 50% as there were a lot of unexpected delays, lots of underground and unforeseen conditions. This project had as-builts (the original drawings that were done when the building was originally built). Design changes took place and the team had to return to DSA. Jerry stated they are looking at being done closer to the end of summer 2020.

Member Valencia Lopez also asked about any overruns with the budget. Jerry responded yes, there were some overruns with budget. There is not a final amount but because of the unforeseen circumstances and the delay, the team is working with their contractor.

Member Valencia Lopez asked about flooding. Jerry responded that a geotechnical study was completed and the team addressed concerns.

Vice Chair Canchola asked about the funding. Stephen Kibui, stated that the funding came from a state bond, through community colleges.

Member Jauregui asked about a space for shade within Rio Plaza. Jerry confirmed a shade structure.

Further discussion addressed the bus benches and transients. Jerry stated that concrete benches were part of the design.

Overall, Jerry confirmed that there is a schedule with an end date. The Del Terra team is monitoring the schedule and there is also a DSA inspector, so there is oversight.

E. Bond Audit Financial & Performance Update - Chris Hawken & Stephen Kibui – *Stephen Kibui, Director of Accounting, stated that the external auditors arrived to audit the bonds. The new audit report will be presented at the December 11, 2019 Board of Trustees meeting.*

F. Bond Quarterly Expenditure Report – Chris Hawken & Stephen Kibui *Stephen Kibui reviewed the reports in the Bond Measure A packet. The Projects Expenditure Summary summarizes each project expenditure as of the last quarter end. The second report includes the Project Details that*

break down the project by each vendor. The major projects were reviewed and discussed.

G. Future Meeting Dates and Places – *The future meeting date for January 2020 was confirmed to be held in the large board room on campus. Additional meeting dates for the year 2020 will be discussed and agreed upon at the January 2020 COC meeting.*

Adjournment – *The meeting adjourned at 7:14 p.m.*