



MONTEREY PENINSULA COMMUNITY COLLEGE DISTRICT
Citizens' Bond Oversight Committee

Monday, November 6, 2017
3:00 PM – Regular Meeting
Sam Karas Room, Library and Technology Center
Monterey Peninsula College
980 Fremont Street
Monterey, California

Meeting Minutes

MEMBERS PRESENT: Mr. Wayne Cruzan, Chair
Mr. Thomas Gaspich
Mr. Birt Johnson, Jr.
Mr. Rob Lee
Mr. Stephen Lambert

ABSENT: Mr. Hunter Harvath, Vice Chair
Mr. Rick Heuer

STAFF PRESENT: Ms. Rosemary Barrios, Controller
Dr. Steve Crow, Vice President for Administrative Services
Dr. Walter Tribley, Superintendent/President
JoRene Finnell, Assistant to the Vice-President of Academic Affairs

OTHERS PRESENT: None

1. Call to Order

The regular meeting of the Citizens' Bond Oversight Committee of Monterey Peninsula College was called to order at 3:02 PM by Chair Cruzan. Stephen Lambert arrived at 3:05pm.

2. Public Comment

There were no public comments.

3. Approval of September 11, 2017 Minutes

Chair Cruzan asked for comments. Minor revision to the minutes of the number of members present was changed from 5 to 7 members present.

Motion made by Mr. Johnson, seconded by Mr. Lee, to approve the minutes of the September 11, 2017 meeting. Motion carried unanimously.

AYES:	5 MEMBERS:	Cruzan, Gaspich, Johnson, Jr., Lee, Lambert
NOES:	0 MEMBERS:	None
ABSENT:	2 MEMBERS:	Harvath, Heuer
ABSTAIN:	0 MEMBERS:	None

4. Accept Bills and Warrants Report

Chair Cruzan advised the report would be reviewed by page and invited questions.

Regarding page 1, Mr. Cruzan asked for clarification on line 9 (from the bottom) for “tiny” desktop computers. Dr. Crow confirmed it was the actual product description.

Regarding page 2, Mr. Johnson, Jr. inquired if the repair of existing HVAC units should be operations, but Dr. Crow informed members that it was roof repairs and HVAC upgrade for heating and cooling.

Regarding page 3, Dr. Crow stated the Cisco Firepower Management Center costs have been moved to General Funds as he said it would at the September 11, 2017 CBOC meeting, but the Bills and Warrants Report is only through September 30, 2017. It will be moved by the next reporting cycle.

Regarding page 4, Mr. Gaspich asked if Wheeler’s Flooring amount in three phases was a third of the total amount for the phases. Rosemary Barrios pointed out the other amounts for the phases on the same page and under Wheeler’s Flooring.

Mr. Johnson, Jr. would like an explanation as to why these items are listed as individual requirements and not listed as projects under General Contingency. Also, he noticed that repair of ramps and doors by Otto Construction appear to be Operational expenses. Dr. Crow clarified that the Governing Board took action to move the residual of those projects into categories under General Contingency. Dr. Crow had gone to the Board prior to any of these new expenditures and budgeted them into the Contingency with the understanding that the needs had not yet been identified. The projects for Marina portables, Social Science Building and networking were eligible to use bond funding through Board approval prior to the projects.

Mr. Johnson, Jr. inquired how the General Contingency will be handled on the 2016-17 Annual Report (page 11). Rosemary informed the members that she and Dr. Crow will suggest to the Governing Board to take the expenditures in General Contingency and place them into projects such as: Marina Education Center extension.

Motion made by Mr. Johnson, seconded by Mr. Lee, to approve the Bills and Warrants Report through September 30, 2017. Motion carried unanimously.

AYES:	5 MEMBERS:	Cruzan, Gaspich, Johnson, Jr., Lee, Lambert
NOES:	0 MEMBERS:	None
ABSENT:	2 MEMBERS:	Harvath, Heuer
ABSTAIN:	0 MEMBERS:	None

5. Bond Expenditure Status Report

Chair Cruzan asked for comments and for Dr. Crow to give a summary.

Network (IT) over spent but the CISCO issue will be addressed but MPC is protected against cyber-attacks with firewalls in place in real time.

Mr. Lambert asked about the \$1 Bond Budget Balance and Rosemary Barrios confirmed it was historical due to 'rounding' issues.

Mr. Johnson, Jr. inquired if there is a minimum standard for data protection for community colleges. Dr. Crow responded that he is unable to go into detail publically but the Chancellor's Office advises a firewall and data protection within the firewall. MPC does follow a high standard.

6. Annual Report for 2016-17

Chair Cruzan asked for Dr. Tribley to highlight any areas in the Annual Report and for members to make comments.

Pages 10 & 11 of the report projects in process should be characterized as completed.
Page 11, Baseball Field is listed as in process but be listed as a new project.

It was moved by Mr. Johnson, Jr. and seconded by Mr. Gaspich to approve the annual report. Motion carried unanimously. Mr. Cruzan agreed to present the annual report to the Board of Trustees on Wednesday, December 20, 2017 at 1:30pm.

AYES:	5 MEMBERS:	Cruzan, Gaspich, Johnson, Jr., Lee, Lambert
NOES:	0 MEMBERS:	None
ABSENT:	2 MEMBERS:	Harvath, Heuer
ABSTAIN:	0 MEMBERS:	None

7. Superintendent/President's Update

Dr. Tribley announced Dr. Steve Crow's retirement and thanked him for his leadership. Dr. Tribley focused his update on the college's accreditation recommendation progress. He stated the college is completing a follow-up report due to ACCJC on March 15, 2018. The ACCJC will perform a follow-up onsite visit between April and May 2018 and then they will meet and determine MPC's accreditation status at their June 2018 Meeting.

8. Committee Membership Update

Dr. Tribley gave an update on potential new members.

9. Officers

Dr. Tribley presented Mr. Cruzan, Johnson, Jr., and Heuer (absent) with a certificate of appreciation in gratitude for their service on the committee.

Dr. Tribley announced that Mr. Harvath will serve as chair for 2018. The floor was opened for nominations for the vice chair position. Mr. Johnson, Jr. nominated Mr. Lee, seconded by Mr. Gaspich. Mr. Lee was elected unanimously.

AYES:	5 MEMBERS:	Cruzan, Gaspich, Johnson, Jr., Lee, Lambert
NOES:	0 MEMBERS:	None
ABSENT:	2 MEMBERS:	Harvath, Heuer
ABSTAIN:	0 MEMBERS:	None

10. Meeting Schedule

The meeting date for 2018 were proposed:

- March 12 (new member orientation)
- June 11 *(include a Facilities Review)
- August 27
- November 5 (annual organizational meeting)

Motion was made by Mr. Lee and seconded by Mr. Johnson, Jr to accept the meeting dates for 2018. Motion carried unanimously.

AYES:	5 MEMBERS:	Cruzan, Gaspich, Johnson, Jr., Lee, Lambert
NOES:	0 MEMBERS:	None
ABSENT:	2 MEMBERS:	Harvath, Heuer
ABSTAIN:	0 MEMBERS:	None

11. Suggestions for Future Agenda Topics and Announcements

*Mr. Johnson, Jr. suggested a Facilities Review an hour before the March 12, 2018 meeting to tour the campus facilities, debriefed on the next steps and goals to achieve in 2018.

12. Adjournment

Chair Cruzan adjourned the meeting at 4:00 PM.

/jf