



Los Angeles Community College District

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City • East • Harbor • Mission • Pierce • Southwest • Trade-Technical • Valley • West
Administrative Offices • Tyree O. Wieder, *Interim Chancellor*

MINUTES

Bond Steering Committee

8:30 a.m. on September 1, 2009

1) Introductions

Larry Eisenberg (LACCD), Judy Johnson (Build-LACCD), Tom Hall (LACCD), Dan Minkoff (Build-LACCD), Alexia Nalewaik (Moss Adams), Ernie Moreno (ELAC), Judith Valles (LAMC), Coby King (MWW), Desiree Shier (Build-LACCD), Don Gauthier (LAVC), Stu Silverstein (Build-LACCD), John McDowell, Ken Sherwood (LACC), Jamillah Moore (LAVC), Mary McCormick (MBI Media), Jeanette Gordon (LACCD), Michael Finnegan (LA Times).

2) Presentation of minutes

John moved, Don seconded to approve August minutes. Corrections were offered and minutes approved. Dan will post final version at http://www.laccdbuildsgreen.org/oversight_committee.php.

3) Procurement strategy

Desiree presented a flow chart outlining a more effective way to manage procurement for the campuses, which received input from CPMs, RPMs, and BUGs. Executing a new agreement takes the longest amount of time. Catalogue purchases were approved. Procurement will go out to bid on catalogues once it receives input from campuses.

John asked what percentage of purchasing is being done through Master Agreements. Desiree said a good portion, but not sure of exact amount.

Ernie said he has seen some problems with cabinets for faculty offices. They don't hold traditional file folders and wants to know how to make certain that doesn't continue. Desiree said RPMs should now be working alongside project architect and designers to make sure those issues don't occur.

4) Review of committee purpose, function, membership, and meeting length

Larry said committee should discuss its goals?

David said perhaps membership should be expanded and maybe the meeting length should be longer. Should also discuss the Energy Oversight Committee and how that interfaces with Bond Steering and the proposed Executive Bond Steering Committee.

Judith asked what the committee's purpose is. Jeanette said that when it was established, the committee included management and presidents to help guide the program.

Ernie said it is important to determine the membership. From the beginning, its role was to provide some form of oversight on projects and to make sure colleges were properly served by the bond.

Judith asked Larry what the charge of committee is. Larry said it is consultation and collaboration, and to come up with the best policy to create uniformity across the program while honoring delegated governance where each president is able to choose what happens at their college. The other charge is to facilitate communication.

David questioned the integrity of the process. That is a more serious concern to him than just communication.

Jeanette added that the committee is supposed to prevent the perception that every decision is Larry's idea. Ideas are vetted by the committee and then become policy.

Ernie said one problem is that the committee has many changes in membership and district leadership. Sometimes it mixes policy with procedural issues, and it sometimes appears as though the committee has made a decision when it hasn't.

Larry said expanding the committee would reduce its effectiveness for steering and decision making. Judith suggested the full committee can look at the broad picture and assign smaller issues to a subcommittee to study and come back. Larry said many of the items on the agenda are petty and don't serve the purpose of the committee in terms of steering. Larry said the executive committee was formed because this one lost its way. The committee needs accountability and the ability to have serious conversation about some of the things that go on.

5) Renewable Energy Program update

Ernie said the program is very complex and requires in-depth analysis. The Oversight committee has moved into approving the Edison PPA but needs an update on the agreement with DWP. It authorized expenditures to develop solar PV at East, SW, West, Harbor and Pierce. The proposal started with \$120 million and is now down to \$27 million. Larry is hopeful in 2009 to finish solar PV at Harbor, SW, Pierce and at ELAC. He also said changes in economic conditions mean savings may not be realized for six years.

6) Asset management procedures

Jeanette said an RFP was issued on August 27 to analyze the asset management process. Assets are not in the SAP system and may have to find an asset coordinator. Many items have been purchased through the bond program have to be reconciled with the district system. When assets

arrive, receivers at colleges will be involved. There will be two firms to help count and tag assets.

Judith said the current system is not working. Jeanette said regular purchasing is entered into SAP when ordered, but bond purchasing isn't. Desiree said data is being captured and preserved, but hasn't been transferred to SAP yet. Build-LACCD is trying to see how data can be ordered through SAP.

Larry said Jeanette is working on an SAP interface. IT is involved and in a relatively short timeframe, a system that includes item location will be available.

7) Build-LACCD program director search update

Larry said the position was advertised and 15 resumes were received. The executive committee met and reviewed and narrowed the list to six candidates. There is an upcoming meeting to discuss protocol. Next step after that is to schedule interviews.

John requested that faculty join the selection committee. David said he'll provide a nomination in one hour.

8) Sustainable building program breakout sessions at District Academic Summit

The chancellor's resignation, budget cuts, and accreditation issues make it necessary to change the emphasis of the Summit from a bond-only discussion. Instead, it will focus on 1) Student Success in budget hard times, 2) Accreditation and shared governance; and 3) Bond program, including Design Build, BUG, FF&E, Energy Program, LEED and Sustainable practices. There will be two breakouts for each of these areas. Design-build presenters would be Larry and Jack Daniels, FF&E would be Sue Carleo and Chet Widom, Desiree Shire; Energy would be Bharat, Tony Fairclough and Don. The summit will be 8 a.m.- 3 p.m. on October 2 at LAVC.

9) Alliance to Save Energy

No discussion.

10) PV Jobs

No discussion.

11) Recycling / resource recovery program

No discussion.

12) Other

Larry said the October meeting should be rescheduled due to California Community College Summit in Pasadena on October 6 and Dr. Barrera's participation as co-chair. Judith said it should be scheduled for following week and should receive a report back from Don at that time on the committee's purpose. It was agreed that the next meeting will be at 8:30 a.m. on October 13.

13) Adjourn

Adjourned at 10 a.m.

Next meeting is 8:30 a.m. on October 13 in the district office sixth-floor video conference room.

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