



## 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 July 6, 2010

Larry Eisenberg (LACCD), Dan Minkoff (Build-LACCD), Jorge Mata (LACCD), Subodh Kumar (Build-LACCD), Veronica Garcia (Build-LACCD), Judith Valles (Mission), Coby King (MWW), Desiree Shier (Build-LACCD), David Beaulieu (LACCD), Adriana Barrera (LACCD), Ernie Moreno (ELAC), Joanne Waddell (LAVC).

#### **1) Presentation of minutes**

May minutes will be discussed at next meeting.

#### **2) Move Management update**

Desiree presented overview of the Relocation Project Manager team. She presented RPM resource projects by college through 2014. Some colleges can maintain current RPM resource level. Campuses like ELAC, Harbor and WLAC will need to increase staffing to keep up with increased project activity. Additional RPM coordinators can be shared districtwide.

Adriana asked that VDK / District be relabeled “district office.” Desiree said VDK and DO would get first dibs at a new RPM. David questioned need for additional RPMs at Southwest. Desiree explained that there is some variation among colleges in how they define projects.

Larry asked Desiree to clarify that additional resources are drawn against existing move management contracts. Desiree explained the competitive process that was used. Ernie asked how much budget has been allocated and how much has been consumed. Larry said it comes out of the districtwide asset management account.

**ACTION:** Ernie requested budget and expenditure detail. Larry said he will provide it at next meeting.

Ernie asked for clarification of budgets not allocated by college, such as energy and ADA, and asked for confirmation that RPM services are based on a percentage of college allocation. Larry said yes, the RPM budget was identified and is placed in a “holding” account. Ernie asked if the money set aside is adequate, or more than adequate and the colleges might better know how to spend that money. Ernie asked if each college contributes to central account so it can be shared by other colleges. Larry said no, the account was based on each campus’s hard cost and that amount will go back to the college to support its RPM needs. Joanne asked if there are two pots of move management money, or does the campus have to pay for any of it. She asked if Valley’s

funds are still there, and Larry said yes. Larry said under A/AA, each college received a quarterly bill and was not prepared to pay. So Joanne said that under Measure J each campus has paid in advance, and Larry agreed.

Joanne was confused and concerned about “bundling” of projects. David said we never brought in the chart spelling out the multicampus categories. Larry said the chart was brought in for discussion in May. However, if the committee needs to go over that discussion again, Larry is happy to do that.

Adriana asked about difference between costs under A/AA and J. Larry said all soft costs and hard costs were included in a project budget under A/AA. Under J, hard costs and design costs are included, but other soft costs are included in the districtwide accounts. So Adriana said the campus only sees construction and design costs as part of project budget. Larry confirmed that is correct, and that legal, insurance, ADA, move management, etc. are in multicampus budgets. Ernie said those costs should be part of project costs, and the large pool creates confusion. Desiree said hiring RPMs by project loses the efficiency of having an RPM work on multiple projects on different stages.

The committee endorsed the RPM resource plan as presented.

### **3) Measure J districtwide accounts – Information Technology**

The technology master plan was previously presented to the Bond Steering Committee on May 5, 2009.

Larry said that this is the last section of the districtwide budget that has yet to be discussed in this committee. Jorge said the Measure J technology project document was presented to Cabinet recently, and hasn't changed since before the passage of Measure J. Major projects include the Student Information System and a districtwide fiber optic and wireless network. John Clerx will be on contract for up to \$60,000 for up to one year to help implement the SIS project. Projects will cover infrastructure, enabling technologies and applications. All projects are about optimizing overhead and making the need for additional staff less necessary. Every project includes a pilot system at one or two locations, and then if successful, it will be expanded districtwide.

The e-Communications project is leveraging technology to reduce paper and postage costs. The cost is less because it would be one system to serve all colleges. Coby asked if this will give each student an e-mail address and if it will be incorporated into registration process. Jorge said yes.

David said something is missing is the total cost for SIS. What John indicated was a request for \$3 million for an extended warranty in addition to \$18 million. Jorge said everything is included in the \$18 million except for training, so those costs would not be cannibalized. Jorge said the budget and system has been approved by Cabinet. The \$3 million was a proposal by John, and has not been approved by Cabinet. Ernie asked about maintenance costs for \$52 million districtwide fiber optic and wireless network. Jorge said it is designed to fit into current

operational costs. Phone fiber optic network would bridge calls within district and, for example, eliminate costs of local toll charges.

Adriana said the discussion should be about districtwide IT budget, and not a debate on the merits of a fiber optic network.

Joanne confirmed that the \$3 million John wants is not included in the Measure J budget. It would be for a three-year warranty. Adriana said this is based on the expectation of a three-year implementation period across the district. Joanne asked if there is a contingency budget for unknown issues. Jorge said the budget includes contingency. David is not happy with the projects for the energy money allocation, but wants to know how thoroughly the Cabinet vetted this. Adriana said there were three separate meetings, and the vote was almost unanimous. David asked if IT managers contributed. Adriana said there have been campus meetings, Jorge and Subodh have been to campuses multiple times to talk with presidents and his/her team to discuss projects and IT needs. David said TPPC has never discussed or studied a fiber optic network. Adriana said the project list was developed, and then the plan was formed because of the short time to make decisions. However, it has been discussed at all levels, starting with IT managers at the colleges. Communication at campuses varies, so there was a need to broaden the scope to include sufficient input.

Jorge said we're not waiting for Measure J. The district would do this anyway, but it would take a lot longer and use operational money. David asked if is necessary to increase capacity for the new SIS. Jorge said it is necessary. He said part of this is to split infrastructure elsewhere to survive a disaster at district office.

Adriana said under the plan, the Cabinet has not gone beyond reviewing infrastructure.

Jorge said colleges don't have resources for startup costs. But by the district standardizing technology, it allows the campuses to purchase the less expensive, easier to maintain equipment that runs on new district enabling technology. Ernie asked about planning so district does not remain behind in technology. Jorge said the plan creates a pool so instead of replacing equipment individually, you can just update the pool and every station that uses that pool will be updated. The fiber optic network is a 50-year solution, Jorge said. Ernie asked if this has an effect on academic side of the house. Jorge said with virtualization, each lab can be multipurpose. When a High School student sits down, for example, they will only see software for their program. When a college student sits down at the same location, they will see remote image relevant to his course. When that image is on a server instead of a desktop, it allows for mass customization. Joanne said it is analogous to a TV with multiple channels.

Adriana encouraged committee to look at projects and forward any questions to Jorge and Adriana. Adriana said he doesn't have a blank check. Only \$70 million has been approved for SIS and fiber optic projects. Ernie said campus security needs need to be considered before the budget is exhausted. Adriana said the security piece is included in the overall list. Joanne asked if colleges have to pay for smart classrooms. Jorge said the infrastructure will be in place. Larry said if a campus wants to pay out of its budget, it can do that and then can use its technology

money for something else. Jorge said the request was to provide enterprise support for smart classrooms.

**4) Ti02 study proposal**

Larry handed out a proposal for a Ti02 study. The fee is \$10,000, and if committee is OK he will advance that to the board. The professor wants to try to do the study over the summer.

Committee concurred with advancing a contract to the Board of Trustees to conduct the study.

**5) Capstone report outcome**

Adriana said the study still is work product, so there is not much in the way of details. Larry said the board has acted on items it wanted to act on, but still is studying other issues in the report. Adriana said there may be an issue or two that required follow up, but that work has been assigned to legal counsel. Issues such as staffing, bench contracts and whistleblower policy has already been acted on. A new round of interviews with prospective IG firms will commence when the new chancellor is on board

**6) Other**

a. Inspector General update

Discussed in agenda item No. 5.

b. Multicampus accounts

Discussed in agenda item No. 3.

**7) Adjourn**

*Next meeting is scheduled for 8:30 a.m. on Tuesday, August 3, 2010 in the 3rd fl hearing room, 811 Wilshire.*