

ADOPTED
MINUTES OF THE
MEASURE E
CITIZENS' OVERSIGHT COMMITTEE
2350 West Latham Avenue, Hemet, California 92545
Meeting of July 10, 2002

The meeting of the Measure E Citizens' Oversight Committee was called to order at 6:34 p.m. on Wednesday, July 10, 2002, at the District Administration Office located at 2350 West Latham Avenue, Hemet, CA 92545.

Committee Members Present: Mr. Joe Wojcik, Chairman
 Mr. Gerry Agnes, Vice Chairman
 Mr. James Calkins
 Ms. Michelle Jenkins (6:43 p.m.)
 Ms. Barbara Johnston
 Ms. Margaret (Peggy) Kissack
 Mr. Robert Purbeck, Jr.
 Mr. Rohn West

District Staff Present: Mr. Richard Beck, Assistant Superintendent,
 Business Services
 Ms. Wendy Wiles, Attorney, Bowie, Arneson,
 Wiles & Giannone
 Ms. Deborah Gibson, Secretary III, Facilities
 Department

Committee Members Absent:

I. PRELIMINARY

A. Call to Order

B. Roll Call

Mr. Wojcik called the meeting to order and asked for a roll call. Mr. Wojcik asked members of the committee and staff to introduce themselves to the committee members who were unable to attend the previous meeting.

Discussion was held regarding what constitutes a quorum. Ms. Wiles explained that on a committee of eight or nine the committee would need five members present to constitute a quorum. Ms. Wiles also advised the committee members that a search is ongoing to find a qualified person to fill the taxation position on the Bond Oversight Committee. As of this time all attempts have been unsuccessful, but efforts are continuing.

There is an agenda item on the July 16, 2002 Governing Board meeting to

increase the number of Bond Oversight Committee members to eleven (11) which would increase the quorum number to six.

C. Appointment of Officers

Nominations were opened for Chairperson. Mr. Agnes made a motion to nominate Mr. Wojcik for chairman and seconded by Mr. West.

Vote was unanimous

Nominations were opened for Vice Chairperson. Ms. Kissack made a motion to nominate Mr. Agnes and seconded by Mr. Purbeck.

Vote was unanimous

D. Term of Officers

Discussion was held regarding an appropriate length of term in office. Mr. West made the motion to have a term of one year from June 2002 – 2003, and was seconded by Ms. Johnston.

Vote was unanimous

E. Approval of Agenda

Mr. Purbeck made a motion to accept the agenda and was seconded by Mr. Agnes.

Vote was unanimous

F. Approval of Minutes

Ms. Kissack made a motion to amend section E of the June 19, 2002, minutes to read, ("Mr. Wojcik questioned the bid process"). Mr. West seconded the motion.

Vote was unanimous

II. COMMITTEE COMMENTS

Mr. Wojcik opened the floor for committee comments. Ms. Johnson asked if Ms. Packham was going to give her report. Mr. Beck let the committee know that Ms. Packham had surgery and would not be giving her report this evening. Mr. Agnes wanted to know how often the committee could receive updated financial reports. Mr. Beck told the members that Ms. Packham would have the Financial Report and the Project Status Report to the committee members monthly, for their review.

III. PUBLIC COMMENTS

There were no public comments.

IV. SPECIAL ITEMS

A. Scheduled Meetings

There was discussion whether to have meeting monthly meetings or every other month. The consensus was that the information would not change drastically in one month to warrant meeting monthly, but if there were issues that could not wait until the next regularly scheduled meeting. A special meeting could be called to discuss those issues. Ms Kissack made the motion to hold committee meetings every other month and was seconded by Mr. Agnes.

Vote was unanimous

B. Future Meeting Quorums

Ms. Wiles told all members of the committee what is required to establish a quorum. Mr. Beck let the committee know by having a majority of the members vote as a quorum they would ensure getting their votes to the Governing Board on time. Mr. Calkins agreed, he thought there should be the majority of the nine members on the committee to ensure the committee's timely vote. Ms. Jenkins made the motion to consider the majority of the total committee members a quorum. Mr. Calkins seconded it. Mr. West abstained.

Vote was 7 to adopt, 1 abstain

C. Periodic Reporting and Dissemination of Information

There was discussion regarding when and how to disseminate information to the public. Mr. Agnes would like the information out to the public three times yearly. Mr. West wanted to know if the information could be put on the Internet and published 3 times a year. Mr. Purbeck asked what kind of costs were involved before any decision is determined. Ms. Kissack thought a sub-committee (Ad Hoc) should be formed to investigate the costs and dissemination methods the committee would use. Mr. Purbeck, Ms. Kissack, and Ms. Johnston volunteered to sit on the Ad Hoc Committee. Mr. Agnes made a motion to establish an Ad Hoc Committee with Mr. Purbeck, Ms. Kissack, and Ms. Johnston as members to confer with Staff to establish the best method of dissemination and the related costs. Seconded by Mr. West.

Vote was unanimous

D. Update on Status of District Projects

Ms. Packham sent an updated Project Status Report and Financial Statement showing the status of different projects in the district for the committee to review. Ms. Jenkins would like a detailed report on how it was determined what each school was budgeted.

E. Update on Bond Issuance

Mr. Beck stated that we obtained an "A-" bond rating which we were glad to receive. The percentage we were estimated to pay was 5 percent but we actually are paying 4.77 percent and that was a very good return on the bonds sold.

F. Overview of the Brown Act (BAW&G)

Ms. Wiles let the committee know exactly what was to be followed to adhere to the Brown Act: when regular meeting can be scheduled, public notice of meetings, special meetings and their notice periods, what type of meetings are not meetings, school board meetings, social events, secret voting among committee members. The committee cannot meet to do business outside of the public forum.

G. Future Issues for Committee Consideration

Receive recommendations from the Ad Hoc Committee regarding costs and dissemination of committee findings to the public.

V. ADJOURNMENT

Meeting was adjourned at 7: 53 p.m.