

ADOPTED
MINUTES OF THE
MEASURE E
CITIZENS' OVERSIGHT COMMITTEE
2350 West Latham Avenue, Hemet, California 92545
Meeting of January 16, 2003

The meeting of the Measure E Citizens' Oversight Committee was called to order at 6:35 p.m. on Thursday, January 16, 2003, 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
 Mrs. Michelle Jenkins
 Ms. Barbara Johnston
 Mr. John McCain

Committee Members Absent: Mrs. Margaret (Peggy) Kissack
 Mr. Rohn West

District Staff Present: Mr. Richard Beck, Assistant Superintendent,
 Business Services
 Ms. Sandra Packham, Director, Facilities Planning
 Ms. Sally Robinson, Attorney, Bowie, Arneson,
 Wiles & Giannone
 Mrs. Sandra Treece, Administrative Assistant,
 Business Services

I. PRELIMINARY

A. Call to Order

B. Roll Call

Mr. Wojcik called the meeting to order, indicating that a quorum had been established.

C. Approval of Agenda

On a motion by Mr. McCain, seconded by Mr. Agnes, the agenda for the meeting was approved.

D. Approval of Minutes

On a motion by Mr. McCain, seconded by Mr. Agnes, the minutes of the November 21, 2002, meeting were approved as presented.

II. COMMITTEE COMMENTS

Committee members indicated that they had enjoyed the walk through and tours of the Ramona Elementary School, Hemet Elementary School, Alternative Learning Center, and West Valley High School sites on January 6, 2003, and learned much from them.

III. PUBLIC COMMENTS

There were no public comments.

IV. SPECIAL ITEMS

A. Projects Overview

Ms. Packham presented an overview of the modernization projects, reviewing the schedules for various trades, pointing out those items that will be completed during the summer 2003. She reported that all playgrounds have been completed as well as the data pathways.

- B. Ms. Packham reviewed the Prop 47 funding update, monies that have been received from the state for the new schools, and the funding expected on January 22, 2003, for the modernization projects. She pointed out that all three elementary schools are the same; the variation in the funding was the result of additional site work required at McSweeny Elementary.

Mr. Richard Bruce, Construction Manager, douglas e. barnhart, inc., reviewed the ongoing/upcoming projects at the various school sites. He explained the procedures for the site work at the new elementaries and middle school. Construction for Cawston is scheduled for May 2003. He discussed the issues that will be addressed with the modernization at Hemet High School this summer. The bid is scheduled for March 11, with phases of construction to start in April 2003. Mrs. Jenkins asked if the problems would cease after the completion. Ms. Packham explained that there was a \$15 million need with \$6 million funding. She explained that the work scheduled would probably not be visible to the public as it involves infrastructure rather than cosmetic improvements.

The committee requested copies of the information reviewed.

C. Replacement of Citizens' Oversight Committee Member

Mr. Beck reported that the Governing Board was soliciting candidates for the position vacated by Mr. Purbeck. To date they have received applications from 15 candidates and the Board should be making their selection prior to the March 20 committee meeting.

D. Citizens' Oversight Committee Member Eligibility

In response to an inquiry by Mrs. Jenkins concerning an employee of hers working for the Hemet Unified School District, Ms. Sally Robinson, attorney for Bowie, Arneson, Wiles & Giannone, explained the issues involved with Conflict of Interest. Committee members are in an advisory role and have no influence over expenditure of district monies. Therefore, Mrs. Jenkins would have no influence over decisions regarding her employee working with the district, that Ms. Jenkins could even contract with the district. (Clarification: Upon further review, it was determined that Mrs. Jenkins could not serve on the committee while working for the district.)

Ms. Robinson indicated that the Governing Board would need to make a determination regarding the need for Statements of Interest to be filed by the committee members. Based on Education Code 15282(b) and 35233 regarding the role of the committee members, she felt the statements were not necessary. Mr. Beck indicated that staff will recommend to the Governing Board that the resolution be amended, deleting the requirement.

Education 35147 – Exception to the Brown Act

In response to a previous inquiry from Mr. West, Ms. Robinson reported that Education Code 35147 regarding exceptions to the Brown Act did not apply to the Citizens' Oversight Committee. The Governing Board had already established that the committee would be subject to the Brown Act. She listed several types of committees that would be exempt from the Brown Act and indicated that their structure was less formal and more lenient in the requirements for public meetings.

E. Roles and Responsibilities of Committee Members

Ms. Robinson reviewed the advisory role and responsibilities of the committee. She brought up the issue of individual committee members making inaccurate statements on behalf of the whole committee to the community regarding projects and status of projects which had not been analyzed by the committee. Committee members requested additional information relative to procedures to caution or censure a committee member who exceeds his authority.

F. Financial Reports

Ms. Packham answered questions from the committee members regarding the financial report. Mr. McCain questioned a purchase order for electrical renovation at Acacia Middle School and the change order of \$35,000. Ms. Packham explained that \$29,000 of the change-order was due to changes required by Edison. An old vault containing asbestos had to be abandoned and required another route for electrical services to the school. She advised the committee that all change orders must be

approved by the Governing Board. Mr. McCain asked that any substantial changes (5%) be indicated with an asterisk on future reports.

Upon Ms. Johnston's request, Ms. Packham described the process and fee structure for Division of State Architect approvals. She explained how DSA requirements can change mid-stream, requiring additional approvals.

Mr. Wojcik asked that buildings be described in the report in lieu of "letter" descriptions. There was a discussion on the various types of roofs, what is the best to use.

G. Project Update

There were no questions.

H. Status of the Audit Report

Mr. Beck explained that the auditor was trying to develop the format and procedures for the report that would be acceptable to legal counsel. Input from legal and auditing firms statewide is being sought regarding the preparation of the report. The report will be presented at the next committee meeting on March 20.

I. Second Report of Measure E Oversight Committee

Members discussed the format of the draft report. Mr. Calkins commented on the fact that the previous issue came in the ads in the Sunday paper and was not easily recognized. Mrs. Treece explained that the short timeline for that issue limited the date it could be published.

It was suggested that the "Role and Responsibility" portion not be included each time. On a motion by Mr. McCain, seconded by Mr. Calkins, it was decided to delete the "role" section and move a condensed version of "responsibility" to the back page. Members selected several questions to be included in the "Frequently Asked Questions" section. Mrs. Jenkins asked that the addresses of the new schools be included in the report.

Mr. McCain moved and Ms. Jenkins seconded to have staff prepare the final report and clear with Mr. Wojcik.

Mr. Wojcik asked the status of school sites for the new high school and Jacob Wiens Elementary School. Ms. Packham advised the Stock Farm and "Barrio" properties are both under consideration for Jacob Wiens. There has been some resistance from property owners regarding the potential high school sites.

J. Future Issues for Committee Consideration

Mr. Wojcik asked that the selection of new members for June be included on the next agenda. Mr. McCain asked that the committee consider meeting with more frequency due to the increased volume of information and changes and the lag time in receiving it. Mr. Beck said the audit report will be included.

V. ADJOURNMENT

The meeting was adjourned at 8:25 p.m.