



MT. SAN ANTONIO COLLEGE

PRESIDENT'S OFFICE

909.274.4250

M E M O R A N D U M

Date: January 24, 2017
To: Citizens Oversight Committee
From: Bill Scroggins, President/CEO
Subject: **Meeting – February 2, 2017**

Attached is the Agenda for the February 2, 2017, meeting of the Citizens Oversight Committee and Minutes from the August 4, 2016, and November 3, 2016, meetings.

This month's meeting will begin with dinner at 5:30 p.m., and the actual meeting will begin at 6:00 p.m.

Please call my office at 909.274.4250 to confirm your attendance for the meeting so we have an accurate dinner count.

Thank you!

WTS:cn

Attachment



MT. SAN ANTONIO COLLEGE

MEETING OF THE CITIZENS OVERSIGHT COMMITTEE

Thursday, February 2, 2017
1100 North Grand Avenue, Founders Hall
Walnut, CA 91789

AGENDA

- I. **DINNER** (5:30 p.m.)
- II. **CALL TO ORDER** (6:00 p.m.)
Paul Maeselbas, Citizens Oversight Committee Chair
- III. **APPROVAL OF MINUTES OF THE REGULAR MEETING OF AUGUST 4, 2016, AND NOVEMBER 3, 2016**
- IV. **PUBLIC COMMENT**
At this time, the Citizens Oversight Committee will listen to communication from the public. Under provisions of the Brown Act, the Committee is prohibited from discussing or taking action on oral requests that are not part of the agenda. Comments are limited to no more than three minutes per person.
- V. **FINANCIAL AND PERFORMANCE AUDIT REPORTS**
Vavrinek, Trine, Day, & Co., LLP, Certified Public Accountants
- VI. **PROGRESS REPORT ON MEASURE RR AND BAN PROJECTS**
Gary Nellesen
- VII. **COMMITTEE COMMUNICATION**
- VIII. **CITIZENS OVERSIGHT COMMITTEE MEMBER TERM**
Robert Carter (Business/Community Representative) was re-appointed to another two-year term at the January 11, 2017, Board of Trustees meeting.
- IX. **ADJOURNMENT**

Future Meetings: May 4, 2017
August 3, 2017
November 2, 2017



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE CITIZENS OVERSIGHT COMMITTEE

Thursday, August 4, 2016

MINUTES

I. TOUR

Prior to the start of the meeting, the following committee members toured Building 23, led by Gary Nellesen and Caitlin Rodriguez:

Robert Carter	Paula Maselbas
Andrew Jared	Judy Nieh
Paula Lantz	Chester Sasaki

II. DINNER

Dinner was served at 5:30 p.m.

III. CALL TO ORDER

The regular meeting of the Mt. San Antonio College Citizens Oversight Committee was called to order at 6:00 p.m. by Mike Shay, Chair.

CITIZENS OVERSIGHT COMMITTEE MEMBERS PRESENT

Robert Carter	Judy Nieh
Marc Hawkins	Chester Sasaki
Andrew Jared	Mike Shay
Paula Lantz	Alta Skinner
Paul Maselbas	

CITIZENS OVERSIGHT COMMITTEE MEMBERS ABSENT

Emmett Badar	Jonnatthan Ortez
Suzanne Gomez	

STAFF PRESENT

Mike Gregoryk, Vice President, Administrative Services
Donald Sachs, Project Administrator, Special Assistant to the President
Gary Nellesen, Director, Facilities Planning and Management
Uyen Mai, Director, Marketing and Communication
Carol Nelson, Executive Assistant, President's Office

GUESTS PRESENT

Rosanne Bader, Member, Board of Trustees

Mike Gregoryk introduced and welcomed Donald Sachs, Project Administrator, Special Assistant to the President. Don thanked Mike and Dr. Scroggins for their support.

Mike Shay recognized Denise Lindholm's retirement from the College at the end of the month. Denise gave thanks to the Committee for their support over the years.

IV. ELECTION OF NEW COMMITTEE CHAIR/CO-CHAIR

It was moved by Chester Sasaki to elect Paul Maselbas as Chair of the Citizens Oversight Committee.

Ayes: Carter, Hawkins, Jared, Lantz, Maselbas, Nieh, Sasaki, Shay, Skinner

Noes: None

Abstained: None

Absent: Badar, Gomez, Ortez

Motion carried.

It was moved by Chester Sasaki to elect Andrew Jared as Co-Chair of the Citizens Oversight Committee.

Ayes: Carter, Hawkins, Jared, Lantz, Maselbas, Nieh, Sasaki, Shay, Skinner

Noes: None

Abstained: None

Absent: Badar, Gomez, Ortez

Motion carried.

V. APPROVAL OF MINUTES

It was moved by Alta Skinner and seconded by Andrew Jared to approve the minutes of the February 4, 2016, meeting.

Ayes: Carter, Jared, Maselbas, Nieh, Shay, Skinner

Noes: None

Abstained: Hawkins, Lantz, Sasaki

Absent: Badar, Gomez, Ortez

Motion carried.

It was moved by Chester Sasaki and seconded by Robert Carter to approve the minutes of the May 5, 2016, meeting.

Ayes: Carter, Hawkins, Maselbas, Nieh, Sasaki, Shay

Noes: None

Abstained: Badar, Gomez, Jared, Lantz, Ortez, Skinner

Absent: Badar, Gomez, Ortez

Motion carried.

VI. PUBLIC COMMENT

None.

VII. BUILDING ON EXCELLENCE – 2015 MEASURE R AND MEASURE RR CAMPUS IMPROVEMENT BOND REPORT TO THE COMMUNITY

Uyen Mai, Director, Marketing, presented the 2015 Measure R and Measure RR Campus Improvement Bond Report to the Community.

VIII. MARKETING UPDATE/COMMUNICATION PLAN

Uyen Mai, Director, Marketing, presented information on the College's communication strategies to the community, which includes print publications, online mediums, community outreach, and event planning.

IX. PROGRESS REPORT ON MEASURE R, RR, AND BAN PROJECTS

- Gary Nellesen, Director, Facilities Planning and Management, reviewed and explained the spreadsheets provided in the Project Budget Report, dated August 2016, that showed the Measure RR and BAN budgets.
- Committee members were provided a copy of Mr. Nellesen's report, and it may be found on the College's website with these minutes.

X. COMMITTEE MEMBER COMMUNICATION

- Paul Maselbas requested a campus map that shows current, future buildings, and sites for future building. Gary will add that map into the monthly Project Budget Reports.
- Paul Maselbas requested that the bid summary sheets that are used during the process are shared with the Committee at a future meeting.
- Alta Skinner shared her satisfaction at the Report that Gary presented, finding it very helpful.
- There was discussion on the new Facilities Community Advisory Committee.
- Andrew Jared and Paula Lantz discussed new transportation solutions that are being piloted in California.

XI. ADJOURNMENT

The meeting adjourned at 7:34 p.m.

The next meeting will be held on Thursday, November 3, 2016, at 6:00 p.m., in Founders Hall.



MT. SAN ANTONIO COLLEGE

REGULAR MEETING OF THE CITIZENS OVERSIGHT COMMITTEE

Thursday, November 3, 2016

MINUTES

I. TOUR

Prior to the start of the meeting, the following committee members toured Building 40, led by Gary Nellesen:

Paul Maselbas
Don Sachs

II. DINNER

Dinner was served at 5:30 p.m.

III. CALL TO ORDER

The regular meeting of the Mt. San Antonio College Citizens Oversight Committee was called to order at 6:03 p.m. by Paul Maselbas, Chair.

CITIZENS OVERSIGHT COMMITTEE MEMBERS PRESENT

Emmett Badar	Jonnatthan Ortez
Marc Hawkins	Mike Shay
Paul Maselbas	Alta Skinner

CITIZENS OVERSIGHT COMMITTEE MEMBERS ABSENT

Mario Barragan	Paula Lantz
Robert Carter	Judy Nieh
Suzanne Gomez	Chester Sasaki
Andrew Jared	

STAFF PRESENT

Bill Scroggins, President & CEO
Gary Nellesen, Director, Facilities Planning and Management
Don Sachs, Special Assistant to the President
Carol Nelson, Executive Assistant, President's Office

IV. APPROVAL OF MINUTES

There wasn't a quorum to approve the minutes of the August 4, 2016. This item will be brought back to the February 2, 2017, meeting.

V. PUBLIC COMMENT

None.

VI. PRESIDENT'S REPORT

None.

VII. PROGRESS REPORT ON MEASURE RR AND BAN PROJECTS

- Gary Nellesen, Director, Facilities Planning and Management, reviewed and explained the spreadsheets provided in the Project Budget Report, dated November 3, 2016, that showed the Measure RR and BAN budgets.
- Committee members asked questions on the information presented and they were answered by Mr. Nellesen.
- Mr. Nellesen also reviewed and explained the information contained in the Measure RR Series A Metrics Report Fiscal Year 15/16 handout. This information was requested by Paul Maselbas, and includes account line item expenses of the total number of dollars expended in construction costs, equipment costs, and soft costs.
- Committee members were provided a copy of Mr. Nellesen's reports, and it may be found on the College's website with these minutes.

VIII. COMMITTEE MEMBER COMMUNICATION

- It was recommended to include a written summary or the price per square footage to the Project Report so that it provides an explanation for the information included in order that the numbers contained in the Report make sense to people who aren't in attendance at the meeting.
- There was discussion on the solar farm and where that project currently is.

IX. CITIZENS OVERSIGHT COMMITTEE MEMBER TERMS

Paul Maselbas recognized committee member Michael Shay, College Advisory Council or Foundation Representative, and thanked him for serving on this committee for the past four years. Mike will be recognized at the January 11, 2017, Board of Trustees meeting.

Business/Committee member Robert Carter is completing his first two-year term. Carol Nelson will contact him to see if he is interested in serving a second term.

X. ADJOURNMENT

The meeting adjourned at 7:10 p.m.

The next meeting will be held on Thursday, February 2, 2017, at 6:00 p.m., in Founders Hall.

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