



LOS ANGELES COMMUNITY COLLEGE DISTRICT

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MINUTES

Bond Steering Committee

8:30 a.m. on November 3, 2015

Committee members present:

1. Interim PMO Director: Bill Sewell, LACCD PMO
2. Chief Facilities Executive (acting): Tom Hall, LACCD (committee chair)
3. Faculty Guild: Carole Anderson, Trade-Tech
4. College President: Dr. Erika Endrijonas, Valley College
5. Deputy chancellor: Dr. Adriana Barrera
6. Faculty Guild: Joanne Waddell, Valley College

7. Academic Senate: Don Gauthier, LACCD
8. Chief Financial Officer: Jeanette Gordon, LACCD

Committee members absent:

1. College President (interim): Bob Sprague, West L.A. College
2. College President: Dr. Linda Rose, Southwest College
3. Academic Senate: vacant

Guests and staff resource persons in attendance: Dan Minkoff (LACCD PMO), Bryan Payne (LACCD PMO), Amir Hashemi (KPMG), Coby King (High Point Strategies).

Meeting began at 8:47 AM.

1) Approval of minutes

a. October BSC meeting. Action needed: committee vote.

Dr. Barrera moved to approve the October minutes as amended. Ms. Gordon seconded the motion. The committee approved.

2) Valley Allied Health inquiry

a. Request to provide a timeline to complete the repairs No committee action required.

Mr. Sewell reviewed the repair timeline, which he said is 19 months from today. Mr. Hall said temporary repairs had been made to the facility. Mr. Gauthier said there hasn't been a significant rainfall to see whether the temporary repairs will hold.

- 3) **Review of committee charter**
 - a. **Discuss and evaluate the charge/charter of the BSC and consider options. Possible committee action: vote pursue status quo or explore change.**

Mr. Hall introduced the topic. Ms. Waddell said the charter doesn't reflect the committee and what actually happens.

Ms. Anderson said the committee doesn't identify policies.

The committee discussed the idea of sustainability within the bond construction program.

Ms. Waddell said that the committee isn't an effective method for feedback. Mr. Gauthier agreed.

Ms. Anderson said policies and procedures come to BSC after they are approved by the board. Mr. Gauthier said the committee isn't actually steering. He suggested changing the name to "Bond Committee."

The committee discussed whether to change the committee charge or change the committee actions to reflect the current charge.

Mr. Hall noted that FMP&OC's responsibility includes review at the project level, but BSC's charge is at the program level.

The committee discussed reviewing the FMP&OC agenda before it's submitted. Ms. Anderson suggested BSC input be given to FMP&OC. Mr. Hall said BSC is a committee of the chancellor.

Ms. Anderson suggested that a faculty guild member or academic senate member be co-chair of the committee to ensure that information shared with the chancellor is what actually comes from the committee.

The committee discussed the need for feedback from the chancellor when information is submitted.

Mr. Sewell said as far as direction on bond spending, the Strategic Execution Plans (SEPs) for construction are complete and the IT SEP will soon be completed, but the major decisions are made.

Dr. Barrera said the KPI report was first presented to FMP&OC and it might be more appropriate to see that type of report first in BSC.

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President Endrijonas said there is a perception that presidents have power over all bond program decisions, but only has power over certain aspects of the campus plan.

President Endrijonas said the SEP isn't what the college determined; it's what the bond program determined and there is a disconnect. She said the SEP wasn't developed to support what the college actually wants to do.

Mr. Hall said there is a limited amount of money remaining. He said the SEPs were developed in consultation with the presidents to achieve the high priority remaining projects in support of each college.

President Endrijonas discussed Valley budget issues and increased cost of the College Project Team.

Ms. Anderson said she isn't sure the full amount of the program reserve still needs to be held back. She suggested that some of that money could be used by the colleges for projects.

President Endrijonas suggested changing the name of the committee to "Chancellor's Bond Advisory Committee."

Ms. Anderson said the moratorium is one reason not as much was built as she believes should have been.

Mr. Hall explained that construction wasn't stopped on any project due to the moratorium. He said most projects that were in design during the moratorium were being reviewed by DSA and the moratorium ended before the projects came out of DSA, so there was no delay.

Dr. Barrera said that with the committee needs to discuss what needs to be done with the remaining funds.

Ms. Waddell asked about the budget status at each college.

Mr. Hall explained the development of the \$160 million program reserve to mitigate risk and the need to reevaluate remaining risk. Mr. Hall said we don't want to get to the end of the bond program with risk higher than the remaining funds, forcing the program to use the district general fund to cover the risk.

Ms. Anderson said some colleges are making decisions based on remaining funds, but would make smarter decisions if they had access to a little more money.

Mr. Hall said the projects listed on the Measure J list was more than what could be built with the \$3.5 billion, but was developed to give the colleges flexibility about what to build.

Ms. Waddell asked for review of SEPs and personnel costs at the next meeting.

Dr. Barrera said the IT SEP is being developed with input from multiple stakeholders. She suggested that BSC determine its role going forward, perhaps to look at the SEPs in total and to preview FMP&OC agendas.

Mr. Gauthier suggested that the first two bullets of the committee charge aren't necessary at this point. He said the committee might want to review the operation of the sustainable program, including review of the SEPs and whether the program is meeting its goals for risk. Mr. Gauthier said that the fourth bullet should be to review challenges and opportunities.

Ms. Anderson said colleges should come to the committee to make a case for help.

Mr. Hall said he doesn't want to manage college projects in BSC, but if there's an inherent system problem, then that could be reviewed by the committee.

The committee discussed the ability to discuss system wide issues.

Ms. Gordon said part of the problem with the SEPs is that once there's a plan, a new president comes in and changes the plan.

Ms. Gordon asked for budget, SEP information and risk funds.

Mr. Hall explained the risk and change orders that eat into project budgets.

4) KPI report update

a. Update on status of KPI revision. No committee action required.

Mr. Sewell said program staff is looking at metrics and parameters that skew the results, such as change order or claims that cause delay out of our control. Mr. Sewell said he anticipates having an updated report by the next meeting.

5) Procurement activity update

a. Progress report on the latest bond program procurement. No committee action required.

Mr. Payne said there are two contract awards scheduled for tomorrow's board meeting – Trade Tech Grand Avenue Blue Line and City Central Plant, both of which are design-build projects.

Mr. Hall reviewed the status of the district's Lease-Lease-Back process due to a pending state lawsuit. Mr. Hall said we will not issue any new LLB contracts at this point.

Mr. Payne reviewed professional services contracts to expand the AE bench and civil/environmental engineering bench.

- 6) **Construction activity update**
 - a. **Progress report on the latest bond program construction. No committee action required.**

Mr. Hall reviewed construction status of projects each of the colleges.

President Endrijonas asked Mr. Hall to check the reported occupancy dates for several Valley college projects.

Mr. Hall said there is an RFP on the street for the 10100 Jefferson property at West L.A. College. He said the proposals will include ideas to develop the land.

- 7) **2014-15 committee self-evaluation**
 - a. **Annual committee self-evaluation process. Possible committee action: appoint subcommittee.**

Not discussed.

- 8) **New business**

None.

- 9) **Adjourn**

Adjourned at 10:46 AM.

*Upcoming Bond Steering Committee meetings: **December 1, January 5, 2016, February 2 and March 1.** All meetings will be held at 8:30 a.m. in the Educational Services Center first-floor board hearing room unless otherwise noted.*