Committee Members Present/Area of Representation:
Joyce Aragon ..........Member
Suzie Colón ............Member
Dana Cox ...............Business Organization/Montclair Chamber of Commerce
Kelly McMenomy ......Member
Janet Ryerson ..........Senior Citizen’s Organization/Rancho Cucamonga
Wayne Scaggs...........Business Organization/Chino Valley Chamber of Commerce
Dr. Sue Sundell .......Foundation
Donald Ung ............Student Organization
Jack Van Blarcom ... Senior Citizen’s Organization

Chaffey College Personnel Present:
Earl Davis, Kim Erickson, Marie Kane, John Morrill, Sharon Schroeder, and Anita Undercoffer.

Welcome and Introductions:
The meeting was convened at 5:03 p.m. by Dr. Sue Sundell, chair of the Oversight Committee. Self-introductions were made by committee members and Chaffey College staff present.

Public Comments:
None.

Discussion of Audit Process:
Earl Davis and Sue Sundell reported that as a responsibility of the Citizens’ Oversight Committee, an annual performance audit must be accomplished. This is not a full-scope audit but rather a special engagement. The objective of the audit is to ensure, through adequate documentation, that Measure L funds are being spent as they should be. A minimum of 50% of the expenditures are reviewed in this audit process.

In past practice, the firm of Vicenti Lloyd & Stutzman, LLP, has been chosen to perform the audit. The Oversight Committee selected this firm to establish independence from Chaffey College’s regular full-scope auditing firm, Vavrinek, Trine, Day, and Co, LLP. The results of the 2005–06 Performance Audit are listed below.

Another component of the Citizens’ Oversight Committee is the Audit Sub-Committee. It is this sub-committee’s charge to recommend the firm chosen to perform the Performance Audit and review the audit. The members of this committee will be selected at a future Citizens’ Oversight Committee meeting.

Performance Audit:
The results of the 2005–2006 Performance Audit, performed by Vicenti Lloyd & Stutzman, LLP, were shared with the Oversight committee by Mr. Dan Warden, member of the firm. The conclusion of the audit revealed that Chaffey Community College District has properly accounted for the expenditure of funds held in the Bond Building Fund and that such expenditures were made on authorized bond projects. It is the opinion of the auditors that the Chaffey Community College District complied, in all material respects, with the requirements for the fiscal year ending June 30, 2006.

Retain Firm for 2006–2007 Performance Audit:
It was the recommendation to the Citizens’ Oversight Committee from Earl Davis and Sue Sundell, to renew the contract with Vicenti Lloyd & Stutzman for the 2006–2007 Proposition 39 Performance Audit. The vote was unanimous.
Facilities Development Update:
John Morrill shared a PowerPoint presentation of recent construction activity. Included were slides of the landscaping of the North Parking Lot and ATL building, Central Plant, Nature Preserve Fencing, newly painted Library, Chino Instructional building, Science Complex – Chemistry Lab, Science Complex – Aviary, Educational Excellence Center, Fontana Center Expansion, and Student Services/Administration building.

John also presented an updated Measure L – Honoring the Promise report which discussed the various Measure L projects. Also included in the handouts was the tri-fold booklet “Capital Improvement Program.” (The projects listed in the Capital Improvement Program tri-fold are all accounted for in the Measure L-Honoring the Promise report.)

From the Capital Improvement Program tri-fold we note that the following projects have been added to the Projects Completed list: North Parking Lot Irrigation (4.18), North Parking Lot Landscaping (5.95), ATL Landscaping (5.95), Nature Preserve Fence (8.7), and Central Plant/Infrastructure Phase I (5.9.1).

Construction in Progress includes: the Science Complex (1.1), Fontana Center (6.3), Student Services/Administration (8.8), Education Excellence Center (EEC 2), and the Chino Main Instructional Building (8.4).

Projects in Bidding/Award include: the Community Trail, Phase I (8.7), Replacement of Pool Boilers, and Maintenance Yard Drainage system.

Projects in DSA (Division of State Architects) Plan Review include: Chino Community Center (8.4.1), and Chino Health Science (8.4.2).

Designs in Progress include: Visual & Performing Arts (8.5), Physical, Health, Life Science (8.3), PE/Athletics (8.1), Campus Center (8.9), Parking Lot 12, and Business Education (4.3).

Projects in Planning include: Campus Center (8.9), Business Education (8.3).

The following hyperlink http://www.chaffey.edu/3di/ will connect users to information pertinent to Measure L projects and funding.

Report to the Community:
Dr. Kane shared a copy of the Report to the Community article which will appear as a half-page ad in local newspapers. The article addresses the history of Measure L, lists the names of the Oversight Committee members, shares the results of the Performance Audit, and gives a status report of the Measure L activities. Dr. Kane has asked that the committee review the article and respond back to her no later than November 3 with their approval.

Dr. Kane also extended an invitation to the Citizens’ Oversight Committee members to attend the 7th Annual Report to the Community Luncheon. This event will be held Monday, November 13 from 11:30 a.m. – 1 p.m. at Rancho Cucamonga’s Central Park – 11200 Baseline Road, Rancho Cucamonga.

Also mentioned to the committee was the date of March 17, 2007. On this date, Chaffey College will be celebrating its 125th anniversary with a grand opening of the newly constructed buildings on campus. More details and an invitation to committee members, staff, faculty, alumni, and the community will follow.

Questions/Answers/Discussion:
Committee member Dana Cox shared with the group that her daughter, Erin, is a newly hired staff member in the Children’s Center. Dana wanted the committee’s assurance that her serving on the committee with a family member on staff at Chaffey College would not be a conflict of interest. The committee had no concerns over this issue. Dr. Kane explained that a committee member may not be an employee of the District, but that a family member could be.

Sue Sundell suggested that at the next meeting, committee members and staff present reflect on their history with Chaffey College. Dr. Kane assured Dr. Sundell that this could be placed on the agenda.

Conclusion:
The meeting concluded at 6:20 p.m.

The next meeting of the Citizens’ Oversight Committee will be held in spring, 2007.