CITIZENS’ OVERSIGHT COMMITTEE  
BOND MEASURE I  
ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT  

Minutes of the Tuesday, February 7, 2012 Meeting  
Allan Hancock College, Building B Captain’s Room  

Committee Members Present:  
John Everett, Business Organization Representative  
Mario Juarez, Support Organization Representative  
Tony Ly, Student Representative  
Abraham Melendrez, Student Representative  
Hugh J. Rafferty, Taxpayer Association Representative  
Shirleen Sladek, Senior Organization Representative  

Committee Members Absent:  
Erik Frost, Community At Large Representative  
Rick Velasco, Community At Large Representative  

Staff Members Present:  
Rebecca Alarcio, Director, Public Affairs  
Felix Hernandez Jr., Vice President, Facilities & Operations  
Melinda Martinez, Executive Secretary to the Supt./President  
Elizabeth Miller, Assoc., Supt./V.P., Administrative Services  
José M. Ortiz, Superintendent/President  
Luis P. Sanchez, Assoc. Supt./V.P., Academic Affairs  
Carol Van Name, Director, Information Technology Services  

Guests:  
None  

1. Call to Order by the Chair  
Dr. Hugh Rafferty called the meeting to order at 4:03 p.m.  

2. Public Comment  
There were no public comments.  

3. Approval of Minutes of the November 1, 2011 Meeting  
On a motion by Mr. John Everett, seconded by Ms. Shirleen Sladek, the minutes were approved as submitted.  

4. Budget Presentation  
A. Financial Report through the period ending December 31, 2011  
Dr. Elizabeth Miller reviewed the financial statement report which included the income and expenditure summary, and indicated the detailed financial statements per each project were also included in the report. The cash flow report as of December showed a balance of $47,621,944. In May or June, another Bond series issuance may take place.  

B. Audit Report Year Ended June 30, 2011  
Dr. Elizabeth Miller introduced the Measure I Bond Construction Fund audit report conducted by Glenn Burdette to the committee. She reviewed pertinent pages of the audit report and noted they did not identify any deficiencies or material weaknesses and had no findings. Last year's 2010 audit report also had no findings. This report is prepared separately by Glenn Burdette and intended for the Citizens’ Oversight Committee and Board of Trustees.
Ms. Rebecca Alarcio presented a draft of the COC 2011 annual report to the committee. She explained that the format had changed from last year’s report to coincide with the new format of the quarterly progress reports. She asked the committee to review the report and submit any changes by February 29, 2012. The anticipated date to present to the Board of Trustees is March 20, 2012.

Dr. Hugh Rafferty acknowledged that he may be unable to present the report to the Board of Trustees in March, however, he will defer to Mr. Erik Frost in his absence.

Ms. Carol Van Name presented a technology update to the committee. She reported on the progress of the IFAS HR/Payroll and Banner Student Systems and explained what is in store for the next quarter. They will continue to test payroll with 100 test employees, complete IFAS position request forms, workflows and reports, and develop IFAS Payroll workflows and reports. In Banner, there will be a soft launch of DegreeWorks and Banner Advancement loaded with alumni information and migration of AHC Foundation gift history.

TAC has recommended 50 projects for close to $210,000. Next quarter they are looking to purchase cameras for law enforcement classes and a laptop for athletics stats collection.

She reported the Solvang Center Computer Lab has been completed and a video security system and installation vendor has been selected. The video security system will be installed next quarter.

The VOIP project has made some progress including the installation of the Uninterruptable Power Supply (UPS) in the Data Center and the VOIP equipment and services contract has been signed with Packet Fusion. Delivery of the VOIP equipment and installation of the VOIP system will take place next quarter.

Mr. Felix Hernandez, Jr. presented a facilities update to the committee. He shared highlights and pictures of the Student Services Complex, Public Safety Complex, Childcare Center Addition, and Industrial Technology projects.

He noted in the Student Services Complex the metal stud framing for interior and exterior has gone up, the mechanical, electrical and plumbing are being placed and the rooftop concrete pads
are completed. Phase 1 for occupancy is planned for Spring 2013 and Phase 2 for demolition and greenbelt completion is also planned for Spring 2013.

The Public Safety Complex site has had 60 acres of earth moved, installation of a storm drain at the shooting range, and grading done at the EVOC Track. The footings at the Vehicle Storage Building have also been placed. This project is on schedule for completion in June 2013, with furniture, fixtures and equipment to be placed November 2013, and occupancy to take place by December 31, 2013.

For the Childcare Center Addition, the loop road was completed and operational by the start of the spring semester. Framing is expected to begin in the next couple of weeks. Phase 1 is the new addition with completion in August 2012 and occupancy by September 2012. Phase 2 – Renovation completion by November 2012 with occupancy by January 2013.

The Industrial Technology project is a design-build project which means the contractor and architect were hired together as a team. The design is under plan check with the State and is moving right on schedule.

Mr. Hernandez ended his presentation pointing out tentative construction milestone dates for the Industrial Technology & Athletic Fields, commenting that there will be lots of construction activity in the summer.

7. Committee Members’ Comments

Dr. Hugh Rafferty requested if Andy Densmore could give a presentation on the Public Safety Complex at a future COC meeting.

Ms. Rebecca Alarcio acknowledged Melinda Martinez for her work on the COC Annual Report.

Dr. Ortiz commented there has been lots of work done in the past six years since the bond has passed and we are staying true to the citizens of Santa Maria to modernize the campus and technology.

Mr. Abraham Melendrez thanked the committee for putting his name forth to the Board of Trustees to serve on the Citizens’ Oversight Committee.

8. Adjournment

Dr. Hugh Rafferty adjourned the meeting at 4:52 p.m. The next meeting will be May 1, 2012 at the Lompoc Valley Center.