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APPROVED MINUTES

Handouts and other referenced material for this meeting can be found online (Google Drive) at:

<http://goo.gl/EwwZLE>

Listed times are for a recording available with other recent recordings at: [http://wccusd-](http://wccusd-cvoc.podomatic.com)

[cboc.podomatic.com](http://wccusd-cvoc.podomatic.com)

Items below correspond to agenda items

The meeting was called to order at 6:12pm.

WCCUSD

75 Mr. Jett asked about improving the rules for attendance tracking. Mr. Cowens said he
76 hadn't made up a proposal yet.

77 Mr. Waller asked what the procedures were to communicate with the city councils for
78 filling these slots. Mrs. Ricco stated that it was a facet of her being chair of the
79 committee to communicate on a regular basis with city officials about this.

80
81 Ms. Ricco discussed the spreadsheet created by Mr. Fay to track the CBOC's information
82 requests. Mr. Fay said that, in order to re-design the website, it would require putting
83 out an RFP taking up to 18 months to complete. Concerning site visits, he pointed out
84 that there is less daylight time in the winter.

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86 ~~He discussed the spreadsheet (the 5th) on 1/30/14 and discussed the last CBOC meeting on December~~
4. 21 requests have been submitted, many of which take 2-3 days response time.

87 Mr. Jett asked why there wasn't a procedure in writing for submitting requests to Mr.
88 Fay. Mr. Fay said that the process had been described in previous meetings: each
89 member can e-mail him directly copying his administrative assistant, Silvia Garfield, with
90 the subject line reading "CBOC Request". Ms. Ricco had additionally requested that the
91 committee submit requests to her, and then she would forward them to Mr. Fay. Mr.
92 Jett stated that the process could delay the responses and requested that all members
. A atteisiw

151 Mr. Warner reported that he would gear up for the next annual report after the new
152 audit had been reviewed.

153
154 Ms. Ricco said this subject had already been discussed.

189 It was moved by Mr. Cowens and seconded to establish such a subcommittee. The
190 motion was approved 14-0-0.

191 Waller, Warner, Flucas, Waters, Jett, Arroyo, Ricco, Hicks, Cowens, Oakley, Love, Harrison,
192 Purser, Toms. : Martinez-Rubin

193
194 Mr. Cowens pointed out that the item had been skipped over. He asked that this topic
195 be tabled until the next meeting. Ms. Ricco tabled the item.

196
197
198 Ms. Ricco asked the committee if there were areas the committee felt needed
199 attention. Mr. Oakley suggested looking at improvements in the overall process for
200 developing construction projects. Mr. Fay said the Board of Education supported the
201 Design-Bid-Build process and that private and public construction processes were
202 different in many ways. Ms. Ricco asked Mr. Oakley to flesh out his idea more and then
203 bring it back.

204
205 Ms. Ricco tabled this topic for the next meeting. She expressed dissatisfaction with the
206 written response handout as an answer.

207 Mr. Fay then proceeded to expand on his written response. He stated that the WCCUSD
208 program is not budget/schedule-driven, but scope-driven. For each project, the district
209 adds in whatever the community requests. The district is also constantly improving how
210 schools get built. All of this drives up costs.

211 According to Mr. Fay, the district does NOT do value engineering. Under this system,
212 once a budget is established, amenities are taken out of the construction plan. Mr. Love
213 asked if the District absorbed the costs associated with errors and omissions in
214 drawings. Mr. Fay said, generally, yes. Mr. Jett asked whether this policy was behind the
215 29 million of unfunded liabilities mentioned in last year's audit report. Mr. Fay discussed
how the District just sells more bonds to