

LOS ANGELES COMMUNITY COLLEGE DISTRICT



ANNUAL REPORT

OF

THE DISTRICT CITIZENS' OVERSIGHT COMMITTEE

APRIL 4, 2003

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INTRODUCTION

On April 10, 2001, the voters of Los Angeles approved a historic \$ 1.245 billion bond measure to modernize and upgrade the colleges of the Los Angeles Community College District which annually serve more than 100,000 students. The Board of Trustees formed the District Citizens' Oversight Committee in June 2001 to provide a vital link between the District and the community with respect to implementation of Proposition A funds for college construction and modernization. Pursuant to guidelines established by the Board, members of the public were invited to submit nominations for seats on the 16-member committee for 2-year terms commencing July 1, 2001. The DCOC bylaws require that major constituency groups be represented on the committee including business, labor, students, taxpayers, college foundations, and senior citizens organizations. In addition to the six constituency appointees and one at-large member, each college citizens committee has one representative to the DCOC.

PURPOSE

At the DCOC meeting held on September 21, 2001, the District Administration outlined the role of the committee as set forth in Education Code Section 15278. Its role is to "inform the public concerning the District's expenditure of revenues received from the sale of bonds as authorized by the voters on April 10, 2001". In this regard, the committee will ensure that the District is expending funds only for authorized purposes, and conversely, to see that the District avoids any expenditure of bond funds on things that are not authorized by law. No bond funds shall be used for any teacher salary, administrative salary, or other school operating expenses. In its capacity as an oversight

committee, the DCOC will receive presentations from the special audit team specifically retained to review bond measure implementation, the project management team, and staff. The role of each College Citizens' Committee is to advise the District Citizens' Oversight Committee regarding the District's expenditure of bond revenues on the specific projects listed in the bond proposition that are planned for the college at which the committee is organized, and to recommend a member of the committee to serve on the District Citizens' Oversight Committee. Neither the DCOC nor the CCCs have an independent legal capacity from the Los Angeles Community College District.

Committee members have met their obligation to become informed about the bond measure and methods of implementation. Progress reports offered by the DMJM/JGM program management team and District staff have helped the committee keep abreast of Proposition A implementation efforts, including college master plan development, the Community Business Economic Development Program, the Project Labor Agreement, and the Sustainable Building Standards and Processes. Members have reviewed the formal audit reports, and acted as liaison between the District and the public to assure the public that the bond measure implementation meets the intent of the voters. In addition, DCOC members represent the views of the college citizen committees to which they are appointed or the broader community constituency with which they are affiliated.

LEGAL FRAMEWORK OF THE COMMITTEE

Chapter 1.5 (Strict Accountability in Local School Constructions Bond Act) of Part 10 of Division 1 of Title 1 of the Education Code requires the Board of Trustees to establish an independent citizens' oversight committee within 60 days of the date that the governing board certifies on its minutes the election results of a bond measure. On April 18, 2001, the Board of Trustees adopted the structure for the District Citizens' Oversight Committee and associated college citizens committees.

Section 15278 of the *Education Code* provides authorization for the committee to engage in the following activities:

- ◆ Receiving and reviewing copies of the annual, independent performance audit;
- ◆ Receiving and reviewing copies of the annual, independent financial audit;
- ◆ Inspecting school facilities and grounds to ensure that bond revenues are expended in compliance with Article XIII A of the California Constitution;
- ◆ Receiving and reviewing copies of any deferred maintenance proposals or plans developed by the District, including any reports required by law;
- ◆ Reviewing efforts by the District to maximize bond revenues by implementing cost-saving measures, including, but not limited to, all of the following:
 1. Mechanisms designed to reduce the costs of professional fees;
 2. Mechanisms designed to reduce the costs of site preparation;
 3. Recommendations regarding the joint use of core facilities;
 4. Mechanisms designed to reduce costs by incorporating efficiencies in school site design;
 5. Recommendations regarding the use of cost effective and efficient reusable facility plans.

COMMITTEE BYLAWS

The District Citizens' Oversight Committee consists of sixteen members, none of whom are employed by the District, appointed as follows: one member from each of the nine college citizens' committees recommended by the College President and confirmed by the Board of Trustees and seven additional members appointed by the Board, each of whom represents a broad segment of the community – business, labor, taxpayers, students, college foundations, and senior organizations.

Committee members are appointed for a term of two years without compensation and for no more than two consecutive terms. The community college student member may, at the discretion of the Board, serve up to six months after graduation. Among those not eligible to serve are elected officials, employees, vendors, contractors, or consultants of the District.

COMMITTEE ORGANIZATION

The DCOC and CCCs are subject to the Ralph M. Brown Act. Accordingly, each group will adopt schedules of meetings for at least six-month periods. Notices and agendas regarding committee business shall be posted in the same manner and location as the notices and agenda regarding Board of Trustees meetings.

A quorum of the committee shall consist of any eight members of the DCOC. Except as otherwise provided in the by laws or applicable law, all DCOC meetings are conducted in accordance with Robert's Rules of Order, Newly Revised.

The chair and vice chair for the DCOC will be selected annually at the first meeting held on or after July 1, or as vacancies may occur. Currently, Mr. Ted Kimbrough serves as committee chair and Mr. Mark Iles serves as vice chair. The at-large seat and the student member seat on the committee are vacant.

As members complete their two-year terms, the DCOC will conduct an orderly process for submitting the names of committee members who wish to have their terms extended for a consecutive two-year term by the Board of Trustees, as provided in Section I.D of the bylaws.

COMMITTEE MEETINGS

The initial meeting of the DCOC was held on September 21, 2001. To date, the committee has convened seven quarterly meetings and will adopt its 2003-2004 meeting schedule at its meeting of July 18, 2003. Generally, meetings are held from 12 Noon to 2:00 pm at the District Office or at college sites within the Los Angeles Community College District.

REPORTS & RECOMMENDATIONS

At its meeting of January 3, 2003, the DCOC received the annual financial audit report and the annual performance report prepared by the audit firm of KPMG. Due to lack of a quorum, no formal action was taken by the committee. Since the review and acceptance of the independent audit reports are a fundamental responsibility of the DCOC conferred by law, the committee will consider a motion to accept the audit at the earliest opportunity when a quorum exists.

APPENDIX

BYLAWS

COMMITTEE ROSTER

COMMITTEE AGENDA

September 21, 2001

December 7, 2001

March 1, 2002

June 14, 2002

October 4, 2002

January 3, 2003

April 4, 2003

COMMITTEE MINUTES

September 21, 2001

December 7, 2001

March 1, 2002

June 14, 2002

October 4, 2002

January 3, 2003

COLLEGE DISTRICT MAP