



Meeting Minutes

Planning and Operations1130 Fifth Avenue
Chula Vista, CA 91911**Project # 572-8100.00**

Tel: Fax:

SUHSD Program Management\Gilbane\SGI**Bond Oversight Committee Meeting 7**

Date	Start	End	Next Meeting	Next Time	Prepared By	Company
2/5/2009	06:00 PM	07:37 PM	4/2/2009	05:45 PM	Faith Ortiz	SUHSD Program Management\Gilbane\SGI

Purpose	Location	Next Location	General Notes
	SUHSD Board Room	SUHSD Board Room	

Attended By	Non-Attendees
SUHSD Program Management\Gilbane\SGI - Jaime Ortiz	Citizens' Bond Oversight Committee - Jane McGill
SUHSD Program Management\Gilbane\SGI - Henry Amigable	Citizens' Bond Oversight Committee - Robert Garcia
SUHSD Program Management\Gilbane\SGI - Jeff Scogin	Citizens' Bond Oversight Committee - Lourdes Valdez
Citizens' Bond Oversight Committee - Cynthia Melcher	Sweetwater Union High School District - Paul Woods
Citizens' Bond Oversight Committee - Rudy Gonzalez	
Citizens' Bond Oversight Committee - Yolanda M. Hernandez	
Citizens' Bond Oversight Committee - Debra Discar-Espe	
Sweetwater Union High School District - Karl Bradley	
SUHSD Program Management\Gilbane\SGI - Faith Ortiz	

Debra Discar-Espe (CBOC)	Due Date	Status
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007-001

- CBOC Outreach Expenditure Subcommittee:
- A. Discussed difference between promotional vs. informational efforts.
 - B. Goals for outreach spending were clearly defined.
 - C. Subcommittee reviewed outreach expenditure plan and concurs that the intent is informational. Therefore no issues with outreach spending.

Faith Ortiz (GSGI)	Due Date	Status
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003-001

- Attendance:
- Cynthia Melcher - Present
 - Jane McGill - Absent (excused)
 - Debra Discar-Espe - Present
 - Lourdes Valdez - Absent
 - Rudy Gonzalez - Present
 - Yolanda Hernandez - Present
 - Robert Garcia - Absent

Jaime Ortiz (GSGI)	Due Date	Status
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003-012

- Status Update on Bond Implementation: (Handouts provided)
- A. J.Ortiz reviewed and explained the Project Status Report, the Design Progress and Schedule, the Board Items Report.
 - B. J.Ortiz discussed that all identified unfinished BB items are being fixed within Project 1.
 - C. J.Ortiz discussed the roles and differences between a Project Manager and Program Management.
 - D. Group discussed the process for moving money from one project to another, which requires Board approval.
 - E. J.Ortiz provided a status to the group on the Federal Fiscal Stimulus Plan that was submitted and whom he met with.

003-056

Performance Audit:

- A. J.Ortiz stated Performance Audit was performed at the end of February 2009, results will be provided in March.
- B. Financial Audit was completed and a copy will be presented at next meeting.
- C. Request was made to make a change in Auditors at a lessor fee. D. K.Bradley requested change to occur without delay.
- E. C. Melcher expressed concerns regarding perception as to using the same auditors as the ones that the District uses.
- F. Y.Hernandez expressed her comments regarding using an auditor that has experience with school issues.
- G. J.Ortiz expressed that to his understanding we are in compliance since we would be using a third party.
- H. J.Ortiz discussed compliance with Prop 39.

Jeff Scogin (GSGI); Jaime Ortiz (GSGI)

Due Date Status

003-009

Annual CBOC Report Subcommittee:

- A. J.Scogin discussed report, and distributed mockup copies to the group.
- B. J.Scogin stated that this meets the statutory compliance.
- C. J.Scogin reviewed meeting dates and activities for year 2009.
- D. Group requested that Board of Trustees be listed in alpha order.
- E. Group requested to list all 9 active projects.

Rudy Gonzalez (CBOC)

Due Date Status

003-003

October 22, 2008 meeting minutes approved unanimously.

003-006

No public comments.

003-007

- A. R.Gonzalez expressed appreciation to D.Discar-Espe for providing Water Tour.
- B. CBOC terms about to expire for: Cynthia Melcher, Robert Garcia, Yolanda Hernandez, Jane McGill.
- C. R.Gonzalez stated for those mentioned to notify J.Scogin of your intent to continue serving on the CBOC Board.
- D. J.Scogin stated that we have previous applications on file and we could resubmit those applications to the Board for Board approval.
- E.The Board could appoint new members or keep the existing members, but open to the public to resubmit.
- F. Staff to notify members that are absent from meeting.
- G. R.Gonzalez requested when group picture would be taken, and if same members would be participating. J.Ortiz stated picture would be scheduled for next meeting.
- H. R.Gonzales instructed J.Ortiz to advise group of all upcoming events at least 72 hours in advance.
- I. R.Gonzales suggested that the entire group 'tour each of the 9 campuses', possibly on a Saturday and be bussed to each location. Discussion as to when. The group would like to see sites before and after construction.

003-008

Informational item only.

- A. Request to have the meeting minutes reflect using of the last names.

003-022

Future meeting dates have been established to be the first Thursday of every two months. Meetings were established as follows:

- A. April 2, 2009
- B. June 4, 2009
- C. August 6, 2009
- D. October 8, 2009
- E. December 3, 2009

The minutes written above represent our understanding of all items discussed in the meeting. These minutes shall stand as the correct and complete record of the meeting unless corrections, discrepancies or additional items are brought to the attention of the writer within 48 hours of receiving these minutes.