**ITEM 13-CBOC SUBCOMMITTEE UPDATES AND FORMATION OF NEW SUBCOMMITTEES (Draft Recommendations)**

Over the past several meetings, we have briefly discussed Subcommittee membership. After the last CBOC meeting, the Chair agreed to forward recommendations regarding their structure and assignments. Here are my recommendations for which I welcome your input, modification, and advice going forward.

As important as the name and membership of each Subcommittee is the issues to be discussed. They are sample examples included but certainly additional issues will evolve over time. At attempt was made to make assignments by professional and academic experience:

| Subcommittee | Proposed Members | Mission/Role | Sample Issues |
|---|---|---|---|
| Steering and Planning | Terry McKearney<br><br>Nick Marinovich<br><br>Robert Carriedo<br><br>Kevin O'Neill | Assure compliance with Bond Oversight Law<br><br>Identification of Process Improvements for CBOC<br><br>Master Plan Review and Comment<br><br>Training and Education of CBOC members | By Law Changes<br><br>Refinements on Subcommittee roles<br><br>Coordination of Joint Meeting with Board of Trustees |
| Audit and Finance | Dave Butler<br><br>Dan Gutowski<br><br>Nick Marinovich<br><br>Ditas Yamane | Review and comment on Annual Performance and Financial Audits<br><br>Review of District Financial and Project Budgets<br><br>Review of Meeting Minutes<br><br>Participate Auditor Selection | Input for Scope of Work FY 14-15 Performance Audit<br><br>Assess District Implementation of FY 13-14 Audit Recommendations<br><br>Review expenditure compliance with Bond Language |
| Information Technology | Terry McKearney<br><br>Edgar Guerrero<br><br>Robert Carriedo<br><br>Rafael Munoz | Provide review comment and input on District's IT Component of Proposition O Spending<br><br>Report to the full CBOC on IT related Board Agenda Items | Review research and provide comments on specific IT expenditures on future classroom needs<br><br>Review District web site interface<br><br>Provide Input to the Technology Component of the Long Range Master Plan |

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| Construction and Deferred Maintenance | Dan Gutowski<br><br>Kevin O'Neill<br><br>Rafael Munoz<br><br>Edgar Guerrero | Review and provide reports on project change orders<br><br>Comment on cost effectiveness of District Project Scoping and Delivery Systems | Provide recommendations on District construction specifications<br><br>Assessment of cost effectiveness of District procurement procedures |
| Annual Report | Dave Butler<br><br>Nick Marinovich<br><br>Ditas Yamane<br><br>Terry McKearney | Provide description of CBOC activities over last Fiscal Year<br><br>Provide review and comment on compliance with Ballot Measure | Analyze actual expenditures to date versus bond language |

Periodically, there will specific issues that arise that do not fall easily into a Subcommittee Assignment.  In those cases, the Chair will convene four people who best fit the question at hand. This was recently done for the Lease Leaseback issue.