

## EXECUTIVE/ GOVERNANCE SUBCOMMITTEE

**TIME and DATE:** 4:00 p.m., August 3, 2011

**PLACE:** Physical Plant and Operations Center, Training Room A,  
4860 Ruffner Street, San Diego, CA, 92111

### MINUTES

**Subcommittee Members:** Gordon, Johnson, Pinson, Spehn

AGENDA ITEMS	ASSIGNMENTS/UNDERSTANDINGS
Meeting Called to Order: (Johnson)	Chair Johnson called the meeting to order at 4:05 p.m.
Roll Call: (Champy) (Action)	<b>Subcommittee members in attendance:</b> J. Gordon, G. Johnson, L. Pinson, D. Spehn <b>ICOC Support Staff:</b> A. Champy, L. Goshorn <b>District Staff:</b> L. Dulgeroff, J. Pilgrim, L. Schoenke
<b>Public Testimony</b>	Chair Johnson called for public testimony and there was none.
1. Approval of minutes for 7-6-11 ( <b>Exhibit</b> ) (Action)	<b>APPROVAL OF JULY 6, 2011 MEETING MINUTES</b> <b>Motion:</b> L. Pinson <b>Second:</b> J. Gordon <b>Vote:</b> (3-0) Passed
2. Draft ICOC response letter to Board regarding Project Acceleration Projects and Downtown Library (Pinson/Goshorn)( <b>Exhibit</b> )(Action)	<b>FORWARD DRAFT LETTER TO AUGUST 18, 2011 FULL ICOC MEETING WITH CHANGES (CHANGING THE WORD "COMPETING" WITH "COMPLETING")</b> <b>Motion:</b> L. Pinson <b>Second:</b> J. Gordon <b>Vote:</b> (3-0) Passed
3. ICOC Requested District General Counsel to Clarify ICOC questions on the roles and responsibilities of the ICOC and the District in respect to the selected ICOC Consultant (Schoenke)(Information)	Mr. Dulgeroff and Mr. Schoenke agreed that while tasking of the ICOC consultant is at the direction of the district contractually, the ICOC will handle actual day-to-day assignments.  Ms. Pilgrim provided the following information: The district has received proposals from three firms which will be evaluated commencing Friday, August 19, 2011. The panel members will consist of Lee Dulgeroff, Jim Watts, Cynthia Reed-Porter, Andy Berg and John Gordon. Estimated time frame for contract recommendation to the Board of Education is latter September or October.
4. Discuss Districts answer to ICOC year end 2010 Audit Letter (Dulgeroff)( <b>Exhibit</b> )(Action)	Mr. Dulgeroff contacted Christy White from Christy White and Associates to answer items "A" and "B" of the ICOC Audit letter. He handed out a memo written by Christy to the subcommittee members.  <i>Action: The subcommittee requested that they receive</i>

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	<p><i>something in writing that explains the District's Financial Advisor name change from Gardner, Underwood and Bacon to Loop Capital.</i></p> <p><i>Action: The subcommittee requested a memo from District Staff on a timekeeping process for the internal audit. How do we know they're doing what they're supposed to do?</i></p>
<p>5. Discuss ICOC Members Attendance (Johnson)(<b>Exhibit</b>)(Action)</p>	<p>The subcommittee decided to not change anything in the ICOC Bylaws and follow what is stated in section "G" Removal/Vacany section. They agreed on the following procedure: Semi-annually (two times a year) report members attendance to the Board of Education (BOE). The Executive/Governance subcommittee will review members attendance before it is sent to the BOE.</p>
<p>6. Draft ICOC Quarterly Status Update from April through June 2011 (Goshorn) (<b>Exhibit</b>) (Action)</p>	<p><b>ACCEPT DRAFT ICOC QUARTERLY REPORT WITH COMMENTS AND CHANGES (pg. 3 of 11, remove Mark Young's name in paragraph two; pg. 4 of 11, change "an apparent" to "an effort"), AND FORWARD TO AUGUST 18, 2011 FULL ICOC MEETING</b></p> <p><b>Motion:</b> J. Gordon  <b>Second:</b> L. Pinson  <b>Vote:</b> (4-0) Passed</p>
<p>7. ADJOURNMENT (Action) Meeting adjourned at 5:45 p.m. to the next meeting date and place stated</p> <p><b>Next Meeting:</b> September 7, 2011, at 4:00 p.m. in Eugene Brucker Education Center Auditorium, 4100 Normal Street, San Diego, CA 92103</p>	