



Governing Board's Finance and Audit Committee

Thursday, May 27, 2021

10:00am

Virtual Meeting - Zoom Webinar

### Meeting Minutes

#### In Attendance:

Tracy Nuckolls (Chair), Demion Clinco, Ken Marcus, Scott Odom, Ben Tuchi, Jesus Manzanedo, Clarence Vatne, Maria Garcia, Jeff Silvyn, Keri Hill (Recorder)

#### Executive Open Session

##### 1. Call to Order

Chair Tracy Nuckolls called the meeting to order at 10:02am, noting a quorum was met.

##### 2. Motion for Executive Session

Chair Nuckolls asked for a motion to convene an Executive Session for discussion or consultation for legal advice from the College's legal counsel concerning the Comprehensive Integrated Energy Management Program vendor selection process review.

*Motion No. 202105-02: Convene Executive Session to discuss Comprehensive Integrated Energy Management Program vendor selection process review*

First: Jesus Manzanedo

Second: Maria Garcia

Vote: Motion passed unanimously (Nuckolls, Clinco, Marcus, Odom, Tuchi, Manzanedo, Vatne, Garcia voting in favor)

Motion Carried.

##### 3. Executive Session - Closed Session

The Executive Session began at 10:04am and concluded at 10:20am.

##### 4. Regular Meeting - Open Session

The Regular Meeting reconvened at 10:22am.

Chair Nuckolls asked if there was a motion to approve the Summary Minutes from the May 7, 2021 Executive Session.

*Motion No. 202105-03: Approve Summary Minutes from the May 7, 2021 Executive Session*

First: Clarence Vatne

Second: Ken Marcus

Vote: Motion passed unanimously (Nuckolls, Clinco, Marcus, Odom, Tuchi, Manzanedo, Vatne, Garcia voting in favor)

Motion Carried.

Prior to reconvening the Regular Meeting, the Committee concluded based on the results of the review conducted that no violation of law or of College policy occurred in the selection process associated with the Comprehensive Integrated Energy Management Program. However, as a result of the review, the Committee supports implementation of the following recommendations:

- Ms. Segal's list of procurement manual revisions, as stated in section *XIV. Best Practices and Recommendation*, of her report.
- More robust training for employees participating on solicitation review committees to better describe expectations for participation and to help distinguish between personal opinions or concerns and the scoring criteria.
- A revision to the procurement manual, or perhaps a Board Policy, to codify the practice of the Chancellor not participating in competitive solicitation processes due to the volume of requests and inquiries received in the Chancellor role.

To submit a report to the Governing Board, Mr. Silvyn suggested the development of a statement indicating the Committee accepted the report and the three recommendations provided in the Summary Minutes from May 7, 2021.

Chair Nuckolls asked if there was a motion to create a recommendation document for the Governing Board that will summarize the process review completed by the Committee, with acceptance of the three recommendations at the end of the Summary Minutes from the May 7, 2021 Executive Session.

*Motion No. 202105-04: Motion to create a recommendation document for the Board that will summarize the process review completed by the Committee, with acceptance of the three recommendations at the end of the Summary Minutes from the May 7, 2021 Executive Session.*

First: Ken Marcus

Second: Jesus Manzanedo

Vote: Motion passed unanimously (Nuckolls, Clinco, Marcus, Odom, Tuchi, Manzanedo, Vatne, Garcia voting in favor)

Motion Carried.

The Committee will review the report via email in preparation for submission as an Information item for the Governing Board's June 9, 2021 meeting.

## Adjournment

The meeting concluded at 10:32am.

**Next Meeting:**

June 24, 2021

Zoom Webinar