



**Governing Board's Finance and Audit Committee**  
**Regular and Executive Session Meeting Notice and Agenda\***  
**Friday, May 27, 2021**  
**10:00am**  
**Virtual Meetings - Zoom/Zoom Webinar**

**Open Session**

- |                                 |                |
|---------------------------------|----------------|
| 1. Call to Order                | Tracy Nuckolls |
| 2. Motion for Executive Session | Tracy Nuckolls |

**Executive Session Agenda - Closed Session**

3. A.R.S. §38-431.03(A)(3) — Discussion or consultation for legal advice from the College's legal counsel concerning:
  - a. Comprehensive Integrated Energy Management Program vendor selection process review

**Open Session**

- |                                                                                                                    |                |
|--------------------------------------------------------------------------------------------------------------------|----------------|
| 4. Discussion and adoption of recommendations related to vendor selection process to submit to the Governing Board | Tracy Nuckolls |
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**Adjournment**

**\*Option to recess into executive session** – Pursuant to A.R.S. 38-431.03(A)(2) the Committee may vote to go into executive session for discussion or consideration of records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law.

**\*\*** The Committee may also vote to go into executive session for consultation with legal counsel for the College, pursuant to A.R.S. 38-431.03(A)(3).

**Additional Information** – Additional information about the above agenda items is available for review on the College's [website](#).

The Committee reserves the right to change the order of agenda items.

To request a reasonable accommodation for individuals with disabilities, a minimum of five (5) business days before the event is requested. Contact Phone: (520) 206-4539 Fax: (520) 206-4567.

Members of the Committee may participate by telephone, video, or internet conferencing.

**#VIRTUAL MEETING**

Following the guidance of public health officials, the College has closed its facilities to the public and allows only restricted access for essential personnel to promote social distancing and limit the spread of the coronavirus. Accordingly, the Finance and Audit Committee will conduct this meeting through remote technology only. Members of the public interested in following the proceedings may do so via Zoom webinar.

Please click the link below to join the webinar:

<https://pima.zoom.us/s/97686608378>

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 646 558 8656 or +1 301 715 8592 or  
+1 312 626 6799

Webinar ID: 97686608378

International numbers available: <https://pima.zoom.us/j/ab2YYb6mPj>

Next Meeting

June 24, 2021

Zoom Webinar



**Governing Board's Finance and Audit Committee**

**Friday, May 7, 2021**

**9:00am**

**Virtual Meeting - Zoom**

**Summary Minutes**

On May 7, 2021, the Finance and Audit Committee ("Committee") met to discuss the Comprehensive Integrated Energy Management Program vendor selection process review. Chair Tracy Nuckolls called the meeting to order at 9:04am, noting a quorum was met.

A motion was made 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. The Executive Session comprised Chair Nuckolls; Committee members Demion Clinco, Maria Garcia, Jesus Manzanedo, Ken Marcus, Scott Odom, and Ben Tuchi; College General Counsel Jeff Silvyn; and Susan Segal from Gust Rosenfeld.

The Committee discussed the vendor selection process review and the report provided by Ms. Segal. A second Executive Session on the topic was scheduled for May 27, 2021 to discuss a potential report of recommendations for submission to the Governing Board.

Recommendations to consider include:

- 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.

With no other business, Chair Nuckolls adjourned the Executive Session at 10:15am, and the meeting concluded at 10:16am.