



Governing Board's Finance and Audit Committee

Thursday, May 27, 2021

10:00am

Virtual Meeting - Zoom

Summary Minutes

On May 27, 2021, the Finance and Audit Committee ("Committee") convened 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 Tracy Nuckolls; Committee members Demion Clinco, Maria Garcia, Jesus Manzanedo, Ken Marcus, Scott Odom, Ben Tuchi, and Clarence Vatne; and College General Counsel Jeff Silvyn.

Chair Nuckolls called the meeting to order at 10:04am, noting a quorum was met.

As follow-up to the May 7, 2021 Executive Session, the Committee convened an Executive Session to discuss the review of the Comprehensive Integrated Energy Management Program vendor selection process. Ms. Susan Segal, outside counsel from Gust Rosenfeld, was on standby, but with no further questions for legal counsel, 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.

The Executive Session concluded at 10:20am.