



**INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE**  
**Friday, June 2, 2017**  
**MINUTES**

**Call to Order**

The meeting was called to order at 12:35 p.m., by Sarah Rosenfield, Co-Chair.

**Members Present:** Jesse Lyn Clark, Rod Jones, Sarah Rosenfield

**Members Absent:** David Aguilar

**Guest:** Dave Malec, Glen Winn

**District Representatives:** Dr. Joi Blake, Superintendent/President  
Ron E. Ballesteros-Perez, V.P., Finance & Administrative Services  
Laura Gropen, Director, Communications, Marketing & Public Affairs  
Carmen Coniglio, Director, Fiscal Services  
Chris Miller, Director, Facilities  
Dennis Astl, Manager, Construction & Facilities Planning  
Eileen Poole, Prop M – FF&E Supervisor, Construction/Facilities

**Introductions**

Sarah Rosenfield welcomed the members and roll call followed.

**Public Comments**

Public comments were solicited. There were none.

**Approval of Minutes** – March 3, 2017

The minutes were approved and will be posted on the ICOC website.

**District Reports**

**Series A, B & C Project Updates (budget & construction)**

Ms. Rosenfield asked Chris Miller and Carmen Coniglio to provide construction and budget update reports.

**Construction Report**

Chris Miller distributed and gave an overview of the Construction Activity Report (Exhibit) highlighting the project status on past and current projects. Discussion followed.

**Financial Report**

Carmen Coniglio distributed and gave an overview of the Financial Data Report (Exhibit) for Prop M Bond Series "A," Series "B," and Series "C" Projects as of March 31, 2017. Discussion followed.

**Approval of 2015-16 ICOC Annual Report**

Laura Gropen provided the draft version of 2015-16 ICOC Annual Report. The Committee reviewed the document and no revisions or edits were required. Jesse Lyn Clark motioned to approve the report as written. Rod Jones seconded the action and it was approved by unanimous vote. The final version will be presented to the Governing Board on July 11, 2017.



**Palomar Community College District  
1140 West Mission Road  
San Marcos, CA 92069-1487**

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**Recruitment of Vacant ICOC Positions**

Ron Perez advised the committee, the District accepted the resignation of Thomas Clark, Community Member-at-Large, due to a conflict of interest based on Thom's current employer being a consultant of the District.

Ron further reported the District is actively recruiting volunteers to fill the 3 vacant positions on the ICOC to include a community member-at-large, senior citizen's organization and taxpayer's organization member.

**Other**

President Blake commended committee members, Jesse Lyn Clark and Rod Jones by giving them a "Certificate of Appreciation" for volunteering and being part of the ICOC for three 2-year terms.

**Comments from Members**

Committee Members Jesse Lyn Clark and Rod Jones praised the ICOC and the Prop M Bond Program for the great work they do for the college and the students.

Co-chair, Sarah Rosenfield commented on the importance of filling the vacant positions on the ICOC and to assist in recruiting volunteers.

**Adjournment**

There being no further business, meeting adjourned at 1:20 p.m. The next meeting is scheduled for September 1, 2017. Agenda and minutes will be distributed prior to the meeting with a call for agenda items in advance of their distribution.