

LOS ANGELES COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
FINANCE AND AUDIT COMMITTEE
Pierce College
Student Community Center – Great Hall, Building 1900
6201 Winnetka Avenue
Woodland Hills, CA 91371
Wednesday, September 7, 2011
11:00 a.m. – 12:30 p.m.

Committee: Scott Svonkin, Chair; Steve Veres; and Nancy Pearlman

Trustee Svonkin called the meeting to order at 11:11 a.m.

PUBLIC SPEAKERS

None.

REPORTS/RECOMMENDATIONS

Bond Issuance

A document entitled “Los Angeles Community College District, Request for Qualifications and Proposal Financial Advisory Services” was distributed.

Trustee Svonkin expressed his desire that the Debt Issuance policy be utilized for the Request for Qualifications (RFQ) for vendor services. He inquired as to when the issuance of bonds will be needed.

Ms. Jeanette Gordon responded that the District would need the issuance of bonds by February 2012.

Debt Policy

A document entitled “Draft Debt Issuance Policy (2011)” was distributed.

Trustee Svonkin indicated that staff provided to the Committee copies of the Metropolitan Transportation Authority (MTA) and the Los Angeles Unified School District (LAUSD) policies on the issuance of bonds. He deferred to Ms. Gordon.

Ms. Gordon discussed the process of the draft Debt Issuance Policy. She indicated that the Debt Issuance policy is expected to be presented to the Committee for recommendation to the full Board for adoption sometime in October 2011.

Trustee Svonkin requested that the following changes be made to the Debt Issuance Policy:

- Selection of Underwriting Pool and FAs. That the District include all communications to all local eligible firms in California when issuing an RFQ for the Financial Advisory Services and that the Bond Review Panel (the “Panel”) consist of five members as follows: Chief Financial Officer (CFO), a person assigned by the Chancellor, a person assigned by the Committee, a person assigned by the President of the Board of Trustees, and the Interim Executive Director, Facilities Planning and Development; that the Panel be required to fill out a Form 700, and have no apparent conflict associated with the bidders within five years. (page 3)
- Local, Small and Emerging Business. The District shall, whenever consistent with the above goals and objectives, ~~strive to~~ include providers of professional services for each debt offering which are located within the service area of the District, within Southern California or within the State of California, including small and emerging businesses (“LESS”). (page 2)

Trustee Svonkin further requested that the following be added, “the District shall use local firms as Senior Managers.”

- Sizing of Transactions. That staff provide an analysis of the sizing of the transactions being issued to the Committee. (page 2)

Ms. Camille Goulet indicated that, with respect to the five-member panel, this would constitute a Brown Act Committee.

Trustee Svonkin requested that the Ms. Gordon report to the Committee the compliance of the Debt Issuance Policy after each bond issuance.

Mr. Jerold Gold, Senior Vice President, First Southwest, responded that First Southwest has provided reports after each bond issuance.

Mr. Gold expressed his opinion about the District setting a policy requesting that the Senior Managers be selected differently.

Trustee Veres requested that with respect to:

- Procedures Applicable to Each Debt Offering: That at the next Committee to continue to discuss the rotation of the Senior and/or Co-Senior Manager positions based on an evaluation of past performances. (page 6)

Trustee Svonkin requested that staff provide to the Committee the changes and amendments to the Debt Issuance Policy for further discussion at the next meeting.

Bond Consultants' Selection Process

Trustee Svonkin indicated that this item will be postponed until the next Committee meeting for discussion.

Waste Management ~~Request for Proposals~~ Invitation for Bids Process

Dr. Adriana Barrera indicated that this item is being presented to the Committee for direction with respect to the development of the “Invitation for Formal Bids” (IFB) process for waste and recycle management. She deferred to Mr. James Watson, Contracts Manager.

Mr. Watson explained the Waste Management program with respect to services for the three geographic regions—Valley, City, and, Coastal as opposed to a District-wide contract.

There were discussions regarding revisions to the IFB regarding zero waste, Rule 1933 AQMS, recycling, and compliance to the labor laws to protect the workers.

Trustee Svonkin requested that at a future Committee meeting staff revisit this item to review the revisions discussed.

Miscellaneous

None.

NEW BUSINESS

None.

ADJOURNMENT

There being no objection, the meeting was adjourned at 12:28 p.m.