1. This group meets again on Tuesday, August 7th to discuss options.
2. Six items we must do now. (Initial steps is our homework) – Refer to the hand-out.
3. Personnel cost is the area to concentrate on.
4. Need to put the options before the Board by Sept. 27th. (Chancellor’s request)
5. Two groups meeting today (Recommendations 10 & 11):
   a. Financial Reporting: Audit Report (Due 12/31st) was not submitted on time.
   b. Financial Planning & Stability: This is where the team will heavily concentrate on.
6. Update 1: Peter & John met with the Partner-In-Charge (Tine Treis) to ensure the report is done by
   12/13/2012.
7. Update 2: Tina needs to tell Peter and John if she is falling behind her audit schedule.
8. VTD (former auditors) is bringing-in additional help. Amy Sandro, CCSF former College Controller, is
   coming back. City Controller will try to send a Grant Accountant from his office to assist CCSF
   through December 2012.
9. Peter will provide updates to the Committee as the Audit progresses.
10. The annual CS-311 was late to CCCCO and it cannot be late again. Susan Quan will be in charge
    upon her return in late September 2012.
11. Also, quarterly CS-311 reports & the 320 (attendance) reports must be on time, as well. We will
    need additional resources to address these reports. These reports cannot be late either.
12. Audit Findings: Need to address multiple “Material Weaknesses” in the latest audit reports.
13. Lack of internal controls in the financial management was noted numerous times by the external
    auditors. This is another area the Committee should look at. Higher risk will end up costing us a lot
    of audit fees.
14. Topic around internal controls and compliance with Federal grants. (Need to address these too)
15. Discussed the financial stability of the College. Historical trends were discussed by Peter.
16. Issue of Emergency hires and the total cost to the District (Budget Issues) was also discussed.
17. Comments were made about using the Board designated reserves and whether or not there was
    reconciliation done with between what we said in our report (self-study) and what WASC responded
    to us.
18. The Committee members will begin to review the WASC report and will be prepared for the August
    7th meeting.