
Council Members Absent: Flerida Arias, Pam Guerra-Schmidt, Cecelia Hudelson, Melissa Raby, Brian Sanders, ASCC Student Designee, ASMJC Student Designee

1. Acceptance of the Minutes of the April 1, 2021, District Fiscal Advisory Council

Consensus was met to approve the minutes. The minutes are approved.

2. Discussion of Projected 2020-21 Ending Fund Balance

Mr. Jeremy Salazar announced that the budget ending balances are reviewed monthly and the ending fund balance remains healthy. Cash analysis have been conducted and funds remain above what was estimated. Dr. Javaheripour noted, salary savings and the deficit factor have contributed to a healthy ending fund balance, though he expressed the need to remain conservative.

3. Budget Process over Summer

Dr. Javaheripour announced the upcoming closing of the year-end budget. He indicated DFAC would not be holding a meeting in May but shared that once the May Revise is released, the information would then be disseminated to the District Fiscal Advisory Council. Dr. Javaheripour noted, with the release of the Tentative Budget a meeting would be held in early June to discuss the budget and in late July/early August a calendar invite to participate in a DFAC discussion regarding the reserves would be provided. Regularly scheduled meetings would take place after the summer to welcome new members and discuss the Final Budget.

Mr. Trevor Stewart pointed out the significance of waiting until fiscal year-end to close out all accounts. He indicated the importance of waiting until August to have enough reliability of the actual dollars to have a robust conversation regarding the budget.

4. Review of DFAC Process

Ms. Kathy Blackwood recognized both colleges and the District starting year two of the budget process with the existing RAM model. She shared, DFAC would need to determine if the RAM model would continue as a pilot or move towards the adoption of a budgeting process.

Mr. Trevor Stewart emphasized the review of all DFAC documents, such as; the reintroduction of where we are and revisit the RAM model, the review of constituency groups and their length of terms, the annual assessment of the DFAC charge and the values, and the review of the budget calendar. Overall, it was proposed that the DFAC website will assist new members with archival and living document information, and provide the updated DFAC charge and values, as well as, clarifying goals when establishing the budget process for each year. Mr. Jeremy Salazar presented a DFAC document that illustrated a new website layout design that would incorporate all areas Mr. Stewart addressed and would engage new committee members in understanding the DFAC charge and values.

Dr. Javaheripour thanked the Fiscal Four for highlighting ideas and bringing forward processes for the District Fiscal Advisory Council’s consideration.

Fiscal Four
Dr. Javaheripour
Mr. Jeremy Salazar
Dr. Sarah Schrader
Mr. Trevor Stewart

Action Items
1. Provide a list of Reserves that are included in the total 15% to the DFAC
2. Send out updated Carryover document to all DFAC members – disbursement completed
3. Update DFAC Website - completed

5. Next Meeting

The next District Fiscal Advisory Council meeting will be held on Thursday, June 3, 2021, at 2:00 p.m. via CCConferZoom Conference Call.