



🏠 Location: Zoom Conference

📅 Date: May 20, 2021

🕒 Time: 7:30 a.m. – 9:00 a.m.

## KERN COMMUNITY COLLEGE DISTRICT DISTRICT-WIDE BUDGET COMMITTEE AGENDA

Thursday, May 20, 2021 - 7:30am-9:00am

<https://cccconfer.zoom.us/j/94148227179?pwd=MWhPd0RGRmZBOU1JNzlvNXFwYzl2dz09>

### **COMMITTEE MEMBERS**

Dena Rhoades  
Angela Williams  
Steven Holmes  
Mike Giacomini  
Nick Strobel  
Zav Dadabhoy  
~~Billie Jo Rice~~  
~~Tina Johnson~~  
Mathew Crow  
Frank Timpone  
Heather Ostash

Corey Marvin  
~~Norman Stephens~~  
Kristie Nichols  
Lisa Couch  
Emmanuel Mourtzanos  
Diran Lyons  
Primavera ArvizuThad  
Russell  
Arlitha Williams-Harmon  
~~Jodie Logan~~  
Joel Wiens

**Guest:** C.M Brahmbhatt, Cambridge West  
Scribe – Alexandria Kemp

**Call to Order:** The meeting was called to order at 7:34 A.M by Arlitha Williams-Harmon.  
Approval of last meeting’s minutes approved at 7:37 A.M by Arlitha Williams-Harmon.

### **Welcome: Rules of Etiquette**

#### **1. District Reserves Recommendation & Reserve Policy Discussion**

The committee is not confident in recommending changes to AP/BP based on past recommendation attempts. The committee recommends revising the language to only include the Administrative Procedure, and not the proposed changes to the Board Policy. Dr. Harmon present the DWBC recommendations to the Board at the next Finance & Audit Subcommittee meeting.

#### **2. Sub-Committee#1 Update (District vs. Districtwide) – Dr. Harmon and**

C.M provided various benchmarks from other Districts with similar profiles as KCCD. The committee reviewed actuals and not budget amounts to reflect incurred expenditures. The districtwide expenses will be covered 100% in the budget allocation. The SCFF percentage will be used for chargebacks in distribution of expenses to the colleges. Additionally, the existing carryover calculation methodology will be utilized in the allocations. Districtwide expenses will be identified with a Banner code beginning with the letter “R”. The District office will receive increases through unrestricted revenue. District expenses will continue to have a numeric identification code beginning with “1”. It continues to be recommended to utilize the reserves to address the COP and OPEB obligations.

- 3. Internal Allocation Model** – The new Internal Allocation Model will comprise of all unrestricted funds including nonresident dollars, to formulate the calculation. The District Office will have to pay their fair share of districtwide expenses. Dr. Harmon has begun a template in creating a handbook of what the KCCD Internal Allocation Model is in narrative form. The goal is to replace the old allocation method, to a new system allocation method, and its changes. The narrative will address the DWBC’s role and charge. The DWBC will work to have the new Internal Allocation Model adopted for the FY22-23 Tentative Budget.
- 4. Meeting Adjourned:** The meeting adjourned by Dr. Arlitha Harmon at 8:57 A.M.
- 5. Next Meeting will be held in September 2021.**

