



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

Friday, April 10, 2026, 11:00 a.m. to 12:00 p.m.

<https://kccdedu.zoom.us/j/83644180248?pwd=XcSQyuWQL9v8b7mmygHPyReTkE0RhH.1>

**COMMITTEE  
MEMBERS**

**District Office,  
Non-Voting**

Melissa Thornsberry, Chair\*  
Rian Medlin  
Tanumeet Kaur\*  
Heather Ostash\*  
David Barnett  
Alexandria Kemp\*

**Bakersfield College**

Queen King  
Jessica Wojtysiak\*  
Cesar Jimenez  
Victor Crosthwaite\*  
Rebecca Zepeda\*  
Angela Williams\*  
Kailani Henry\*

**Porterville College**

Griselda Aceves  
Thad Russell  
Erin Wingfield\*  
Christopher Ebert\*  
Elliot Vest\*  
Kristi Covington\*  
Elisa Queenan\*  
Jacqueline Peters

**Cerro Coso CC**

Chad Houck\*  
Corey Marvin\*  
Katy Lajoie  
Matthew Crow\*  
Alex Gilewski\*  
Jaime McClure  
Andree Thomas\*  
Kelly Potten\*

**I. Call to Order: The meeting was called to order by VC Finance & Administrative Services, Melissa Thornsberry, at 11:04am**

**II. Approval of the Agenda:** Melissa Thornsberry motioned to approve the agenda. Elisa Queenan approved the agenda for the April 10, 2026, DWBC meeting, seconded by Kristie Covington.

**III. Budget Agenda Items:**

**a. District Office Budget Drilldown** – Vice Chancellor Melissa Thornsberry of Finance & Administrative Services opened the district-wide budget committee meeting by explaining that it serves as the final opportunity to review the proposed tentative budget before it is presented to the board for approval. Tanumeet Kaur supported the discussion by sharing the District Office drill-down Excel booklet.

Corey Marvin asked for clarification on several line items, particularly regarding whether benefits for proposed positions were included. In response, Vice Chancellor Thornsberry explained that one-time costs are funded by the District Office and are not charged back to the colleges.

During the discussion, Elisa Queenan raised questions about the chargeback process. Melissa clarified that chargebacks encompass all District Office operational and labor costs, excluding any underspending or expenses covered by augmentations or reserves. Elisa also requested a detailed report analyzing the chargeback budget over the past three to five years, including a breakdown of how funds have been allocated across categories such as salaries and supplies.

**Action Items** – Director of Budget Operations, Tanumeet Kaur, will circulate the updated spreadsheet (with benefits included and corrected labels/formulas) to the district-wide budget committee, noting any changes made during the meeting.

Tanumeet Kaur will also send out detailed year-over-year chargeback and budget allocation data (including breakdowns by line item and with ledger details for the past 3 years) to the committee.

**b. AUR Discussion** – Vice Chancellor, Educational Services provided a document with Districtwide AUR links for DWBC review.

**c. Carryover Calculation – Will discuss at the May 1, 2026, meeting.**

**d. Reserve Accumulation – Will discuss at the May 1, 2026, meeting.**

**e. Adoption of Internal Allocation Model** – The committee emphasized the importance of the internal allocation model. Vice President Chad Houck and Kailani Henry both agreed that more frequent and longer meetings are necessary due to the model's significance as the second largest area of expenditures in the district. The group decided to prioritize the approval of the long-standing internal allocation model document, which has been in draft form for over a year and must be adopted to meet accreditation requirements. Melissa requested the committee's approval to move the document out of draft status, and this request was unanimously accepted. Chad Houck then motioned to approve the document, seconded by Matthew Crow.

**IV. Adjournment:** Melissa Thornsberry adjourned the meeting at 12.02pm.

**V. Next Meeting Date: May 1, 2026.**