

El Paso Independent School District  
Minutes of Board Construction Committee Meeting  
August 19, 2003  
4:00 p.m.  
Education Center-Boeing

- Present: Mr. Sal Mena, Jr., Board President, Board Construction Committee  
Chairperson  
Mr. Carlos Cordova, Board Secretary  
Mr. David Dodge, Board Member
- Absent: Mr. Richard Telles, Board Member  
Mr. Charles Tafoya, Superintendent
- Administration: Mr. Hector Martinez, Associate Superintendent, Operations  
Mr. Nick Corona, Executive Director, Facilities, Maintenance and  
Construction  
Mr. Al Anderson, Director, Planning, Engineering and Construction  
Ms. Jessica Herrera, Project Engineer, Electrical  
Mr. James Damm, EPISD Consultant for Finance
- Guests: Miss Leonor Garcia, Board Member  
Dr. Lorraine O'Donnell, Board Vice President<sup>1</sup>  
Dr. Charles Roark, Board Member<sup>2</sup>

The meeting was called to order at 4:03 p.m. by Mr. Mena.

The topics discussed were as follows:

1A. Accountability Model Related to October 4, 2003, Bond Election

Luis Mata, Chairman, Ad Hoc Bond Committee, spoke about the Committee's presentations to the public and the Friends of the EPISD Bond and its work.

- a. Reviewed timeline for bond campaign, which is on schedule
- b. Possible role of Ad Hoc Bond Committee in accountability
  - (1) establish authority of Committee
  - (2) periodic reports to community and Board
  - (3) assure projects are completed and in a timely manner
  - (4) assure appropriate expenditure of Bond funds
  - (5) eyes and ears of community
- c. Board's Role
  - (1) Change orders
  - (2) Governance of Bond funds
- d. Administration's Role
  - (1) Operations, project manager, and District's engineers in charge of each project
  - (2) Day-to-day operations ("nuts and bolts")

---

<sup>1</sup> Dr. O'Donnell arrived at 4:18 p.m.

<sup>2</sup> Dr. Roark arrived at 4:10 p.m.

- e. Ad Hoc Committee's Role
  - (1) Create "job description" for the Bond Committee
  - (2) Outline role and boundaries for which all (Committee, Administration, and Board) are agreeable

1B. Information for Accountability Related to October 4, 2003, Bond Election

The following to be included in reports to the Board:

- a. Dollar Amount
- b. Dates/Timeframe
- c. Quality
- d. Cost Containment

1C. Role of Program Management Related to October 4, 2003, Bond Election

Proposed options

- a. Coordination with Operations with reports to go to Board Construction Committee and ultimately to the Board
- b. Assign majority of projects to Program Manager in coordination with Operations
- c. Administration to take on whatever program management services possible
- d. Program Manager manages project and staff integrates with Program Manager

1D. Possible Discussion of Other Construction-Related Issues

Sam Villarreal, Principal, Jefferson/Silva High School, spoke about construction issues and the quality and monitoring of the work being done at the schools.

Meeting Adjourned

The meeting was adjourned 5:09 p.m.

Date Approved: September 23, 2003