

**Minutes of the
PUSD Budget Review Advisory Committee**

**January 12, 2016
Conference Room 204**

A. Call to Order at 6:03pm

B. Roll Call.

Present: Marc Davis, Gary Hamels, John Riley, Marc Roland, Frank Xu
Absent: Brian Badillo, Lisa Briggs, Brandon Khieu, Wayne Rounsavell
Resigned Prior to Meeting: Anita Ta

C. Approval of Minutes from Last Meeting

Approved unanimously

D. Public Comments

None

E. Committee Members' Reports

John Riley thanked the committee for his election as chair. John committed to a plan to keep the committee organized and providing a structure for committee to function efficiently. John outlined the committee education plan agreed up on by John and Malliga Tholandi:

- January: 2015-16 Budget Overview, Q&A
- February: 2016-17 Budget Revenue Projections, Q&A
- March: 2016-17 Budget Expense Projections, Q&A
- April: Initial discussion of Committee recommendations for 2016-17 budget, Q&A
- May: Finalize Committee recommendations for PUSD Board, Q&A
- June and beyond: Begin deeper dive of department by department budgets to gain deeper understanding and prepare for recommendations for 2017-18 budget.
- January – May 2016 focus will be on General Fund. June 2016 and beyond will include General Fund as well as other funds (i.e. facilities/bonds, food services, ESS, etc.)

John asked committee members to compile their own list of PUSD Budget Questions/Issues and present them to him. John would funnel these to Malliga Tholandi so the data related to these questions/issues can come before the committee. Then the committee can discuss these issues at length, gain a deeper understanding and make any necessary recommendations for the 2016-17 budget.

Anita Ta has resigned from the committee. The PUSD Board would be appointing a replacement for our February meeting.

No other committee members had a report to share.

F. Old Business

- a. BRAC Mission Statement
 - i. Gary Hamels submitted a Committee Charter from another budget review committee to be considered for BRAC. John Riley submitted a Mission Statement for consideration.
 - ii. Committee approved unanimously for Gary Hamels to merge the two suggestions and bring to our February committee meeting for approval.
- b. BRAC Priorities
 - i. Committee approved unanimously for Gary Hamels to include an approved set of Priorities in merged Committee Charter and bring to our February committee meeting for approval.
 - ii. .
- c. 2016-17 Meeting Schedule
 - i. Dates/times:
 - Tuesday, January 12 at 6pm at PUSD HQ Room 204
 - Tuesday, February 2 at 6pm at PUSD HQ Room 204
 - Tuesday, March 2 at 6pm at PUSD HQ Room 204
 - Tuesday, April 19 at 6pm at PUSD HQ Room 204
 - Tuesday, May 10 at 6pm at PUSD HQ Room 204
 - Tuesday, June 14 at 6pm at PUSD HQ Room 204
 - Tuesday, August 9 at 6pm at PUSD HQ Room 204
 - Tuesday, September 6 at 6pm at PUSD HQ Room 204
 - Tuesday, October 11 at 6pm at PUSD HQ Room 204
 - Tuesday, November 8 at 6pm at PUSD HQ Room 204
 - Tuesday, December 6 at 6pm at PUSD HQ Room 204
 - ii. Approved unanimously

G. New Business

- a. First Reading of proposed BRAC By-laws
 - i. Committee approved unanimously for Gary Hamels to include an approved set of Priorities in merged Committee Charter and bring to our February committee meeting for approval.

H. Committee Education

Malliga Tholandi presented an overview of General Fund, Timelines/Processes for Budget Building and Main Components of the Budget.

I. Announcements

None

J. Adjournment

The meeting was adjourned at 7:40PM.