

**MINUTES OF REGULARLY SCHEDULED MEETING
RIVERSIDE COUNTY BOARD OF LAW LIBRARY TRUSTEES
October 7, 2022**

PRESENT

Hon. Jackson Lucky, President
Hon. Jacqueline Jackson, Vice President
Joseph Peter Myers
John Boyd
Victoria Williamson, Secretary

ABSENT

Hon. Harold Hopp
Hon. Cheryl Murphy
Hon. Kira Klatchko

GUEST

Ryan Kahrs

I. CALL TO ORDER

A quorum being present, the regularly scheduled teleconference meeting of the Riverside County Board of Law Library Trustees was called to order by President Lucky at 12:08 pm.

II. PUBLIC COMMENT

None.

III. REGULAR SESSION

A. Adoption of Resolution 2022-10-07 Authorizing Remote Teleconference Meeting

It was moved by John Boyd, seconded by Joseph Peter Myers, unanimously and affirmatively voted upon, and motion carried.

B. Acceptance of October 7, 2022 Meeting Agenda

It was moved by Judge Jackson, seconded by Joseph Peter Myers, unanimously and affirmatively voted upon, and motion carried.

C. Approval of the Minutes of September 2, 2022 Regular Meeting

It was moved by John Boyd, seconded by Judge Jackson, unanimously and affirmatively voted upon, and motion carried.

D. Director's Report

A written report was provided to the Board which include a copy of the September 2022 Staff Monthly Briefing and there was no major items to highlight or add to it.

E. Construction Project Update

After numerous issues with controlling the temperature in the building and potential issues with the ductwork were raised, Ryan called a meeting with all the teams involved in the project, not to point fingers or blame anyone but to try to figure out what the trouble is and why the mechanical system is not operating as it should. The consensus was to conduct a full assessment to determine the condition of the existing ductwork. A proposal to do a full assessment of the existing ductwork with a cost estimate from the Mechanical Contractor (FMS) was presented to the board. Ryan stated that as soon as he is given direction to proceed, the survey can be done, and once they get an understanding of the condition of the system, they will address the issues so they can get the system working well for everyone. He also stated that the tenants agree that they can do the work during business hours.

John Boyd asked what is included in the price quoted in the proposal and what is the worst-case scenario that can be expected from the results of the assessment.

Ryan stated that the cost is simply labor cost to do the assessment and cost-wise, without the survey, he can't tell how much exactly it will cost. They have been struggling

to get the system work, something could be off with the structure or with the controls. The assessment is strictly diagnostic and labor cost for 2 guys for 2 weeks work.

Joseph Peter Myers expressed his concern that the price seems to be an excessive amount to do just the assessment. He was surprised that this did not come up at the earlier stage of the project. The proposed assessment does not include anything other than examine which could lead to needing an equipment, more costs, and essentially starting anew.

Ryan stated that he was not involved early part of the project and so he will reach out to his team at TCC. He said that everything was up and running but there were issues with the temperature control and potential issues with the ductwork. He dug into the as-built drawing but didn't see anything. IMEG didn't do it as part of the mechanical design and as far as he knows, they didn't open the ductwork.

John stated that he shares the same concerns that Joseph Peter Myers expressed.

Ryan will reach out to 2 more companies to submit a proposal and send it to Victoria to present to the Board for review.

Ryan provided an update on the Fire Alarm work: the drawings are being submitted to the fire department today for review and the work is set to start on October 17th. It is a two-week process, some work will be done in the mezzanine.

The AHU-3 new ship date is February 8th and two weeks to install.

F. Assessment Proposal of Library Building's Existing Ductwork

President Lucky reiterated the concern expressed by Joseph Peter Myers and stated that the Board is having tough time understanding that if the HVAC is being upgraded, why was there no assessment of the ductwork.

Ryan explained that there was a visual inspection done and there are areas that are not part of the visual inspection. The assessment being proposed is more of an in-depth process of reviewing the system. This level of assessment was not included in the visual inspection that was done.

President Lucky suggested to table approval of this item until one or two more proposals for the same type of assessment is presented. Joe wants to know what was included in the first assessment that was done at the start of the project. Joe is asking that when TCC was chosen, why didn't anyone advised the Board to take a look at the ductwork or forewarned the Board about it.

Ryan will reach out to his team and find out why and how we got to this point.

This item is tabled for the next Board meeting.

G. Adoption & Approval of the CERBT (OPEB) & CEPPT (Pension) Prefunding Agreements

Motion to adopt and approve the CERBT & CEPPT Prefunding Agreements was made by Judge Jackson, seconded by Joseph Peter Myers, and affirmatively voted upon unanimously, and motion carried.

H. Selection of CERBT & CEPPT Asset Allocation Strategies

Joseph Peter Myers expressed his positive impression of all the prefunding strategies presented to the Board at the last month's board meeting. The CalPERS representative did a great job, and he was content with the timeline and strategy that was proposed, which is a win- win for the employees and for the Board. He noted how the CalPERS representative was careful not to push for one specific strategy.

The Board reached a consensus to take a more aggressive prefunding strategy on the Pension and select the higher risk end of the CEPPT asset allocation strategy. With regard to the OPEB, while all three strategies proposed are prudent, the Board agrees to be less aggressive, go slower on the timeline, not overfund early, and select the middle asset allocation strategy for the CERBT.

Joseph Peter Myers made a motion to select the more aggressive or higher risk strategy for prefunding Pension and the middle strategy for prefunding OPEB. It was seconded by Judge Jackson, affirmatively voted upon unanimously, and motion carried.

I. Delegation of Authority to Request Disbursement CERBT & CEPPT Resolutions

Motion to delegate authority to request CERBT & CEPPT disbursements to the position of Director and Administrative Officer was made by John Boyd, seconded by Joseph Peter Myers, affirmatively voted upon unanimously, and motion carried.

J. Acceptance of Annual Report 2021-2022

Motion to accept the Annual Report for fiscal year 2021-2022 was made by Joseph Peter Myers, seconded by John Boyd, voted upon unanimously, and motion carried.

K. Acceptance of August 2022 Financial Report

Motion to accept the August Financial Report was made by John Boyd, seconded by Judge Jackson, voted upon unanimously, and motion carried.

L. Main Library Grand Reopening Event Plan

President Lucky was happy to report that the incoming Cal. Supreme Court Justice Patricia Guerrero agreed to be the special guest speaker for the grand reopening event planned to be held in March or April. Once a specific date has been set, the Board will be discussing the specific details of the event including among others, the venue, type of ceremony, and a follow-up dinner with the special guest speaker at the Mission Inn.

IV. ADJOURNMENT / NEXT MEETING

There being no further business to come before the Board, the general meeting was adjourned at 1:13 p.m. Next regular meeting is scheduled for Friday, November 4, 2022 at noon.

MINUTES: Victoria Williamson
Victoria Williamson, Secretary
Riverside County Board of Law Library Trustees

APPROVED: John Boyd
Hon. Jackson Lucky, President
Riverside County Board of Law Library Trustees