
AUDIT AND BUDGET COMMITTEE MINUTES

**Coast Community College District
Audit and Budget Committee
November 3, 2025
Chancellor's Conference Room**

1. Call to Order

The meeting was called to order at 2:01 p.m.

2. Roll Call

Trustees Present: Trustee Elizabeth Dorn Parker
Trustee Jim Moreno

In Attendance

Whitney Yamamura, Chancellor
Marlene Drinkwine, Vice Chancellor of Finance and Administrative Services
Andreea Serban, Vice Chancellor of Ed Services & Technology
Meridith Randall, President, Golden West College
Emily Day, Executive Director, Fiscal Services, DIST
Christine Nguyen, Vice President of Administrative Services, CCC
Rich Pagel, Vice President of Administrative Services, OCC
Rick Hicks, Vice President of Administrative Services, GWC
Rachel Kubic, Director of Business Services, OCC
Rachel Snell, Director of Internal Audit
Steve Kim, District Controller
Araceli Alvarez, District Budget Director
Julie Clevenger, Dir. Chancellor's Office Oper. & Legislative Affairs
Matt Kern, Director of Public Affairs and Marketing
Curtis Williams, OCC Education Tech Spec General, Library & Learning
Debbie Franklin, Accounting Analyst, Budget
Araceli Alvarez, Dist. Budget director & Grants Manager
Ana Krdilyan, Eide Bailly LLP

3. Opportunity for Public Comment

Curtis Williams, OCC Educational Technologies Specialist General, Library & Learning, requested information about topics of concern that would be addressed by the Committee during the meeting.

4. Approval of Minutes: August 27, 2025

On a motion by Trustee Parker, seconded by Trustee Moreno, the Committee voted to approve the minutes of the August 27, 2025, meeting.

Motion carried with the following vote:

Aye:	Trustees Dorn Parker and Moreno
No:	None
Abstain:	None
Absent:	None

5. External Audit Draft Report, Guests from Eide Baily LLP

The Representative and Partner from Eide Baily, Ana Krdilyan, gave a brief overview of the Draft Audit Report. The Draft Audit Report provided clean unmodified opinions in all three areas: financial statements, federal compliance, and state compliance. There was one finding in federal compliance for the student financial assistance area. A management corrective action plan was already implemented. There was a change this year with a new accounting principle related to compensated absences, resulting in a restatement of account balances. The 2025 federal compliance guidelines were not released yet, causing a delay in finalizing the audit report. The Chancellor and Trustees will be notified by the Auditors when the federal guidelines are released, and the audit report can be completed.

6. Internal Audit Quarterly Report

District Director of Internal Audit, Rachel Snell, provided the Internal Audit Report. The Quarterly Update was through the end of October 2025. The project status reports were discussed in detail. Rachel Snell added that the Community College Internal Audit group had representatives from GWC and OCC Human Resources Departments assist with a panel discussion at a conference last October 2025 and it was very well received.

7. Updated Actuarial Study

Vice Chancellor Marlene Drinkwine updated the Committee and reviewed the Updated Actuarial Study for 2024-2025. The report was reviewed in detail and costs and components were explained.

8. Annual 311 Report to State Chancellor's Office

Vice Chancellor Drinkwine and Emily Day reviewed the details of the Annual 311 Report to the State Chancellor's Office with the Committee. The report provided line-item accounting details.

9. District and State Budget Updates

The State Department of Finance revenues were up over 9% over forecasts, mostly due to personal income tax payments through the September 2025

returns. The COLA for 2026-27 was originally projected to be slightly above 3% but indications are it may be closer to 2%.

10. Future Agenda Items

- External Audit Report
- Internal Audit Report
- Budget Update

11. Next Meeting Date

The next meeting was scheduled for February 24, 2026, at 2:00 p.m.

12. Adjournment

On a motion by Trustee Parker, seconded by Trustee Moreno, the Committee voted to adjourn the meeting at 3:29 p.m.

Motion carried with the following vote:

Aye:	Trustees Dorn Parker and Moreno
No:	None
Abstain:	None



Richard Goetz
Secretary of the Board