



CBOC – 2006 Annual Work Plan / Task Timeline

| DATE | ACTION | | MATRIX ITEM # |
|---|---|------------------------------|------------------|
| December 2005 | Discuss 2005 Annual Report format | Communication Sub Committee | 1 & 3 |
| December 23, 2005 through January 2, 2005 | <i>GCCCD Closed</i> | | |
| January 2006 | Review & recommend 2004 Annual report | Communication Sub Committee | 1 & 3 |
| January 16, 2006 | <i>GCCCD Closed</i> | | |
| January 18, 2006 | Approve 2005 Annual Report. Receive and Review Annual Performance Audit and Financial Audit | CBOC Meeting | |
| February 21, 2006 | CBOC 2005 Annual Report to Governing Board | CBOC | |
| February 2006 | Publish 2005 Annual report (following Gov. Board Mtg.) | Program staff | |
| Feb. or Mar. 2006 | Review specs and process for auditor; review signed Ethics Policy Statements | Audit Sub Committee | 2.d 4. |
| Feb. 18 & 21, 2006 | <i>GCCCD Closed</i> | | |
| Feb. or Mar. 2006 | As necessary | Communications Sub Committee | |
| Feb. or Mar. 2006 | Conduct Walk-throughs and Project Reviews | Construction Sub Committee | 7. |
| March 25, 2006 | <i>GCCCD Closed</i> | | |
| April 19, 2006 | | CBOC Meeting | |
| May 30, 2006 | <i>GCCCD Closed</i> | | |



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|-------------------------|--|-----------------------------|------------------------------------|
| May or June 2006 | Review: <ul style="list-style-type: none">• Scheduled Maintenance Plan• Professional fee review• Joint use• Site master plan review• Options for reuse | Construction Sub Committee | 8. 9.a 9.c 9.d 9.e |
| May or June 2006 | As necessary | Audit Sub Committee | |
| June or July 2006 | As necessary - discuss possible need for Mid-Year Report | Communication Sub Committee | |
| July 19, 2006 | Receive District's Annual Update of Prop. R Spending Plan | CBOC Meeting | |
| Aug. or Sept. 2006 | Review and recommend Annual Financial and Performance Audit. | Audit Sub Committee | 2.a 2.b 2.c 2.e 5 6 |
| Aug. or Sept. 2006 | As necessary | Construction Sub Committee | |
| Aug. or Sept. 2006 | As necessary | Communication Sub Committee | |
| October 18, 2006 | Receive and Approve FY 05-06 Annual Financial and Performance Audit Report | CBOC Meeting | |
| Nov. or Dec. 2006 | Discuss Annual Report format | Communication Sub Committee | 1 & 3 |
| Nov. or Dec. 2006 | As necessary | Audit Sub Committee | |
| Nov. or Dec. 2006 | As necessary | Construction Sub Committee | |
| January 2007 | Review & recommend Annual report | Communication Sub Committee | 1 & 3 |
| January 17, 2007 | Approve 2006 Annual report | CBOC Meeting | |
| February 2007 | Publish 2006 Annual report | Program staff | |