



Received
December 18, 2012
Commission on
State Mandates

JOHN CHIANG
California State Controller
Division of Accounting and Reporting

December 18, 2012

Ms. Heather Halsey
Executive Director
Commission on State Mandates
980 Ninth Street, Suite 300
Sacramento, CA 95814

Re: Draft Staff Analysis, Proposed Parameters and Guidelines, and Notice of Hearing
Minimum Conditions for State Aid, 02-TC-25 and 02-TC-31
Los Rios Community College District, Santa Monica Community College District, and
West Kern Community College District, Co-Claimants

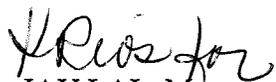
Dear Ms. Halsey:

The State Controller's Office reviewed the proposed parameters and guidelines for the Minimum Conditions for State Aid program.

We request the Commission on State Mandates to further clarify the reimbursable activities in Section IV related to the adoption of policies, procedures, etc. These activities are typically one-time activities and do not include updates. However, whether updates are allowed is unclear based on the statement of decision. We recommend these reimbursable activities be identified as one-time activities and a reference be included to specify that these reimbursable activities are only one-time activities and do not include updates. This is consistent with the previous decision issued by the Commission staff for the Enrollment Fee Collection and Waivers (99-TC-13 and 00-TC-15) program. This final staff analysis issued on January 13, 2006 found that updates to policies and procedures would be subject to changes in the community college district's policy rather than state law and would not be reimbursable since these changes would be at the discretion of the community college district.

Should you have any questions regarding the above, please contact Carlos Garcia at (916) 323-0766 or e-mail cegarcia@sco.ca.gov.

Sincerely,


JAY LAL, Manager

Local Reimbursements Section