



**PINCO EXECUTIVE COMMITTEE MEETING
MINUTES
THURSDAY, MARCH 4, 2021
10:00 AM
PINCO ADMINISTRATIVE OFFICES
44809 BEECH AVENUE**

Pursuant to the Governor's recent provisional guidance regarding open meeting policies in conducting public business, and California Government Code § 54953(b) and notwithstanding any other provision of law, the legislative body of a local agency has provided teleconferencing for the benefit of the public and the legislative body of a local agency in order to meet, discuss and act in the best interests of the Partners in Nutrition Co-Operative under its Joint Powers Agreement. PINCO has established teleconferencing access for this special session PINCO Advisory Committee meeting. PINCO Member District Representatives and members of the public are encouraged to participate through the following number:

Meeting ID meet.google.com/onw-nkae-yby Phone Numbers (US)+1 219-390-9684 PIN: 864 799 900#

1. SIGN-IN:

2. ADOPTION OF AGENDA

Adoption of the March 4, 2021 Executive Committee Meeting Agenda as presented.

MOTION: KERNVILLE SECONDED: BAKERSFIELD VOTE: YES XX NO ____

3. ADOPTION: EXECUTIVE COMMITTEE MEETING MINUTES OF FEBRUARY 4, 2021

Adoption of the Executive Committee Meeting Minutes of February 4, 2021 as presented.

MOTION: KERNVILLE SECONDED: WILSONA VOTE: YES XX NO ____

4. PUBLIC COMMENTS FROM THE FLOOR:

Public Business from the Floor – Agendized Items and Non-Agendized Items: The public is invited to address items on the PINCO Agenda or any item that is within PINCO's jurisdiction as constituted. Without taking action or entering into a dialog with the public, PINCO Board members may briefly respond to statements made or ask clarifying questions about topics not on the PINCO agenda. Individual speakers are limited to three (3) minutes each with the total time for public input on each item limited to fifteen (15) minutes. All persons requesting to make comments are asked to complete a public speaking form prior to the meeting. You will be asked to provide your full name, who or what you are representing and the topic as an item identified on the agenda or as a non-Agendized item.

5. REPORT: FOOD DISTRIBUTION PROGRAM ADVISORY COMMITTEE MEETING OF FEBRUARY 25, 2021

Background: On February 25, 2021, the Food Distribution Program Advisory Committee met to discuss of impact of 2019-2020 carryover sweeps and the cancellation of USDA Foods scheduled commodities at-processor for Agencies and Co-Operatives throughout the state. While the sweeps that occurred from November, 2020 through January, 2021 could not be avoided, PINCO has been able to secure transfers from CDE and Processors for Member Districts through the state excess bank, interstate transfer and over-yield accounts to ensure pricing and terms under its agreements. Per J.P.A. language all transfers are allocated on a fair-share basis.

Also discussed was the question of Agencies and Co-Operative negative balances at-processor as a result of impacted inventories at-processor and subsequent cancelled orders by CDE. FDP is allocating the state's remaining 2020-2021 entitlement funds to processors and performing interstate processor transfers to ensure California's Agencies and Co-Operatives do not end the current year or begin 2021-2022 with a negative balance. The one positive element in the equation is the amount of surplus inventory at the Processor. This makes it easier for FDP, in working with other states to move entitlement wherever usage is taking place to keep USDA food processing fluid at the processor(s).

Industry has historically front-loaded Agencies and Co-Operatives as long as there is commodities on-schedule and in the upcoming year, Processors have assured FDP that there will be surplus 2020-2021 inventories available for use at

the beginning of 2021-2022. There hasn't been any decision on how any of this inventoried commodity already at the processor would be handled, as "bonus" or FMV against 2021-2022 scheduled entitlement but regardless FDP is using it to ensure everyone has pounds available for opening orders. There will be updates in the spring on this topic.

As of this meeting, the Service Center will have provided Member Districts with updated processor balances. Updated balances reflect all sweep and transfer activity as previously mentioned; currently PINCO is not at-risk at any processor with a negative balance.

PINCO will continue to update Member Districts as transfers and allocations occur with USDA entitlement at the processor as well as DOD.

INFORMATION ONLY

6. REPORT: 2021-2022 USDA FOODS REQUEST

Background: PINCO's 2021-2022 USDA Foods request was submitted to CDE February 26, 2021 with the Advisory Committee's decision(s) on direct delivery, processor and DOD entitlement spending. The attached spreadsheet still requires processing and is subject to FMV adjustment and commodity availability; the Lead Agency will notify PINCO Member Districts of any changes to the schedule or entitlement balances.

INFORMATION ONLY

7. STUDY: ASSESSMENT OF PINCO SOFTWARE AND TECHNOLOGY NEEDS

Background: PINCO has been working on multiple software platforms in order to track and manage the following areas:

- Inventories; Local, Outside Storage and at Processor(s)
- USDA Commodity Balances
- Purchase Order Processing
- Transfer/Exchange Processing

- Financial and Budget Reporting
- Billing and Invoicing Processing

- Website Host Services

The Lead Agency and PINCO Staff have met with three software providers over the past eighteen months to discuss options in gathering these processes within a single, cloud-based program served by a responsive host company. The Lead Agency is recommending PINCO's Executive Committee direct the Futures Sub-committee to meet with PINCO Staff to determine needs and report back to PINCO's Executive Committee with next steps, including but not limited to RFP solicitation.

MOTION: BCSD

SECONDED: BEARDSLEY

VOTE: YES XX NO ____

8. REPORT: 2021-2022 RFP UPDATE

Background: Lead Agency to report out on PINCO 2021-2022 RFP activities and communications ahead of the March 9, 2021 Public Opening.

INFORMATION ONLY There has been a good number of responses on each category out for bid. The most questions have been on the contact list. On the 9th there will be a public bid opening via zoom.

9. UPDATE: FOOD DISTRIBUTION PROGRAM ADVISORY COMMITTEE REPORT.

Background: Lead Agency to report out on FDPAC Meeting held February 25, 2021

INFORMATION ONLY FDP is working with agencies and processors to make sure commodities and inventories are being used and available. State has been absorbing increased costs, they would like to increase brown box from .90 to 1.00 per case. They are also looking to increase the storage fees. They are proposing a flat rate fee of .80 per case at their service centers for State Co-ops. Based on the response that they got they were able to postpone the increase for 20-21 but it will be implemented for 21-22.

10. UPDATE: PINCO SUB-COMMITTEE REPORTS

BID/FOOD SHOW COMMODITY J.P.A./POLICY FUTURES SUNSHINE

INFORMATION ONLY

11. REPORTS FROM EXECUTIVE COMMITTEE MEMBERS/LEAD AGENCY

Lead Agency – The warehouse has had issues with product management because of circumstances this year with the pandemic. Storage timelines need to be looked at because we don’t have the flexibility with shelf dates with all product such as cheese products. Member Districts need to pull their product in a timely manner so that Districts who are pulling their product regularly don’t end up with all the short shelf life/best buy dated cases.

Q: Is there a way we can monitor or know the dates on items in the warehouse?

A: Yes, during the inventories we can look at the dates, and go through the must pulls and tighten up that process. 15th of the month inventory checks will take care of this so that District do not get expired items.

Friday March 19th Field Trip in San Fernando with Bestway sandwiches. They make the entrees that we purchase through Michael B’s.

12. UPCOMING MEETING DATES:

<u>Executive Committee</u>	<u>Advisory Committee</u>
September 3, 2020	September 17, 2020
October 8, 2020	October 22, 2020
November 5, 2020	November 19, 2020
December 17, 2020 (Combined Executive and Advisory Committee)	
January 14, 2021	January 28, 2021
February 4, 2021	February 18, 2021
March 4, 2021	March 18, 2021
April 1, 2021	April 15, 2021
May 6, 2021	May 20, 2021
June 3, 2021	June 17, 2021

13. ADJOURN: MOTION BCSD SECONDED KERNVILLE @ 11:24