



PINCO EXECUTIVE COMMITTEE MEETING
MARCH 17, 2017
10:00AM
PINCO ADMINISTRATIVE OFFICES
44809 BEECH AVENUE
LANCASTER, CA 93534

MINUTES: 10:15am

1. SIGN-IN: See Sign –In Sheet

2. ADOPTION OF AGENDA

Adoption of March 17, 2017 Executive Committee Meeting Agenda.

MOTION: Panama Buena Vista SECONDED: Bakersfield City PASSED

3. 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.

4. ADOPTION: JANUARY 11, 2017 EXECUTIVE COMMITTEE MEETING MINUTES

MOTION: Bakersfield City SECONDED: Panama Buena Vista PASSED

5. 2017-2018 PINCO RFP UPDATE

Background: Bid Sub-committee to update PINCO Executive Committee on progress with PINCO’s 2017-2018 Request For Proposals-

- RFP #01/17-18 Chicken Products
- RFP #02/17-18 Beef Products
- RFP #03/17-18 Pork Products
- RFP #04/17-18 Turkey Products
- RFP #05/17-18 Purchased Items to PINCO Warehouse

INFORMATION ONLY

Samples have been received and tastings scheduled for Delano Elementary and Palmdale. After tastings bid Sub-committee will present their recommendations to Advisory Committee on 3/23/17.

6. JPA AMENDMENT REGARDING QUORUM REQUIREMENTS

Background: Lead Agency, upon direction of PINCO Advisory Committee contacted Borton Petrini to explore options to adjust Member District Quorum requirements at meetings to a more reasonable level to conduct business for the good of the Cooperative. Lead Agency will report-out on Counsel’s recommendations and proposed timeline for any language-Policy change.

INFORMATION ONLY

Handout provided with proposed changes to Appendix VI Section 7B of the JPA. In order to approve these changes there would need to be 27 districts that ratify this change at the May 18th Advisory Committee Meeting.

7. REVISION: INTERNAL SWEEP POLICY

Background: PINCO’s Commodity Sub-committee met after carry-over sweeps to refine language in the Internal Sweep Policy. The drive and main-purpose of Policy remains intact. Timeline changes(s) allow Districts more opportunity to make adjustments to orders &/or trade-sell and the percentage increase from 25% to 60% in the May sweep impresses usage upon the “receiver” of the pounds.

PINCO’s Executive Committee selected an Ad-hoc Committee to study scenarios under the Commodity Sub-committee’s recommendations. Committee to report-out with findings before advancing it to PINCO’s Advisory Committee for consideration.

INFORMATION ONLY

Executive Committee would like to see 70% usage for the May sweep by members. At the March 23rd Advisory Committee Meeting there will be a first read of this Internal Sweep Policy.

8. PINCO SERVICE CENTER: WORKSPACE REPLACEMENT

Background: Service Center office furnishings and workstations have been used for over nine years and require replacement/upgrading. Lead Agency is requesting PINCO Executive and Advisory Committees to authorize a budget to purchase what is needed from specified account to be determined by PINCO Members.

MOTION: _____ SECONDED: _____ VOTE: YES ____ NO ____

This item was tabled until the Advisory Committee Meeting on March 23, 2017. The Executive Committee requested the Lead Agency to get quotes and to report out to Advisory Committee.

9. REPORTS FROM LEAD AGENCY & PINCO SUB-COMMITTEES

Bid Committee as noted in item 5.

Pinco has received the fork lift that was authorized for purchase at \$17,500.00 plus tax (below the \$22,000.00 budgeted amount).

10. REPORTS/COMMENTS FROM EXECUTIVE COMMITTEE MEMBERS

Under Administrative Review, Panama Buena Vista Union School District’s CNC, visited the PINCO warehouse and outside storage. In response, Lead Agency has requested written documentation from District in order to address any identified issue requiring corrective action under CDE/USDA guidelines. PINCO holds a valid permit with the California Department of Public Health and recently had an USDA inspection on December 21, 2016 with no noted deficiencies. This notwithstanding, Lead Agency will take this opportunity to move forward with PINCO’s Ad-hoc, Executive and Advisory Committees and PINCO Staff in assessment of its current facility and options including but not limited to renovation, re-negotiation of lease and relocation within the Bakersfield communities.

11. UPCOMING MEETING DATES:

2016-2017 Advisory Committee

March 23, 2017	PINCO Service Center, Bakersfield	2017-2018 Bid Awards
April 20, 2017	PINCO Service Center, Bakersfield	2017-2018 Buying Guide
May 18, 2017	PINCO Service Center, Bakersfield	Budget/Calendar
June 15, 2017	PINCO Service Center, Bakersfield	Year-End General Session

2016-2017 Executive Committee

April 6, 2017
May 10, 2017
June 8, 2017

PINCO Administrative Offices, Lancaster
PINCO Administrative Offices, Lancaster
PINCO Administrative Offices, Lancaster

Budget/Calendar, Gen Bus.
Gen. Business, Budget
Year End Gen. Business

12. ADJOURN:

MOTION: Palmdale SECONDED: Bakersfield City PASSED