



**PINCO EXECUTIVE COMMITTEE MEETING
THURSDAY, SEPTEMBER 3, 2020
10:00 AM
PINCO ADMINISTRATIVE OFFICES
44809 BEECH AVENUE
LANCASTER, CA 93534**

REVISED

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/yoi-npqb-yui Phone Numbers (US)+1 402-523-0249 PIN: 122 885 070#

1. SIGN-IN:
2. ADOPTION OF AGENDA

Adoption of the September 3, 2020 Executive Committee Meeting Agenda as presented.

MOTION: _____ SECONDED: _____ VOTE: YES ___ NO ___

3. ADOPTION: EXECUTIVE COMMITTEE MEETING MINUTES OF JUNE 11, 2020

Adoption of the June 11, 2020 Executive Committee Meeting Minutes as presented.

MOTION: _____ SECONDED: _____ VOTE: YES ___ NO ___

4. ADOPTION: EXECUTIVE COMMITTEE MEETING MINUTES OF JUNE 29, 2020

Adoption of the June 29, 2020 Executive Committee Meeting Minutes as presented.

MOTION: _____ SECONDED: _____ VOTE: YES ___ NO ___

5. ADOPTION: EXECUTIVE COMMITTEE MEETING MINUTES OF AUGUST 25, 2020

Adoption of the August 25, 2020 Executive Committee Meeting Minutes as presented.

MOTION: _____ SECONDED: _____ VOTE: YES ___ NO ___

6. 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.

7. ACTION: REVISION OF PINCO 2020-2021 MEETING CALENDAR

Background: In August, members of PINCO’s Executive Committee and the PINCO Food Show Sub-committee held a meeting to determine the feasibility of hosting the 2020 PINCO Food Show based on current conditions related to COVID-19. Subsequent to the decision to cancel the Food Show, the Sub-committee established a timeline for meeting(s) to coincide with CSNA’s virtual conference and PINCO’s 2021-2022 solicitation schedule that would necessitate one additional PINCO Executive and Advisory Committee meeting in November, 2020 and cancelling the December “Pre-Food Show” Advisory Committee meeting and holding an Executive and Advisory Committee meeting on December 17, 2020. It is recommended PINCO’s Executive Committee review and approve the proposed dates and direct the Lead Agency to communicate the change(s) to PINCO’s Advisory Committee and Staff as needed.

MOTION: _____ **SECONDED** _____ **VOTE: YES** ___ **NO** ___

8. ACTION: 2020-2021 SCHEDULE OF PINCO SUB-COMMITTEE MEETINGS

Background: With PINCO’s Sub-committees now “refreshed” for 2020-2021, it is to the advantage of PINCO Membership and Staff to schedule Sub-committee meetings in order to address business and issues effecting Member District’s and Staff’s activities within the Co-Operative. It is recommended PINCO’s Executive Committee establish opening meeting dates for the following PINCO Sub-committees in order to develop action plans with respect to each group’s scope of responsibilities to the Co-Operative.

Recommended Meeting Topics:

J.P.A./Policy

- Revision and distribution of updated PINCO Procedures Manual.

Futures

- Establish and expand PINCO Member District’s access to virtual meetings at Service Center and Administrative Offices.
- Development of PINCO Trading Board on website to increase barter activity and manage inventories.

Commodity

- Inventory Management.
- Assessment of 2019-2020 Carryover’s at Processor to develop action plan for usage ahead of Sweeps.

Bid

- Develop timeline to survey Member District interest of products and coordinate sampling ahead of PINCO’s 2021-2022 solicitation schedule.

MOTION: _____ **SECONDED** _____ **VOTE: YES** ___ **NO** ___

9. ACTION: ESTABLISHMENT OF MEMBERSHIP SUB-COMMITTEE

Background: As a result of COVID-19, there have been many changes in relation to NSLP guidance in addition to disruptions in the supply chain of USDA processed and commercially purchased food and supplies that have tested the ability and capacities of Program Operators across California. As a private Co-Operative, PINCO’s single-bank USDA entitlement model and through its self-operating, approved USDA Receiving Agency status, PINCO has proven itself to be a respected, and an effective agent for management of the USDA Foods program as well as ensuring fidelity in procurement and resourcing activities for its Member Districts. As many LEA’s struggle to manage its entitlement, agreement and logistical operations, timing is ripe for PINCO to promote itself to other NSLP as an option to consider in managing its USDA Foods program. It is recommended PINCO’s Executive Committee study the establishment of a Membership Sub-committee to solicit and recruit membership within the Co-Operative under current conditions outlined in PINCO’s Joint Powers Agreement and work with the Lead Agency to develop a PINCO Membership campaign ahead of the December 15, 2020 USDA Foods receiving agency declaration timeline.

MOTION: _____ **SECONDED:** _____ **VOTE: YES** ___ **NO** ___

10. UPDATE: INVENTORY AND DONATION REPORT

Background: Lead Agency to report out on inventory status and donations reflecting PINCO's Commodity Subcommittee's thresholds in addressing inventory(ies) of USDA Foods and processed commodities. In following the timeline/thresholds approved by PINCO's Advisory Committee in July for slow moving inventories a number of Member Districts opted to donate over 3,000 cases of USDA and processed foods to approved charities in Kern, Monterey and Los Angeles Counties. Member Districts have until September 15th to pull 2019-2020 discontinued items and October 30th to pull all remaining inactive inventories approved by PINCO's Advisory Committee. Regarding donations to authorized organizations: Once received by the designated organization(s), the Lead Agency will provide documentation listing all foods to all Member Districts making donations for its local accounting and reporting purposes.

INFORMATION ONLY

11. PRESENTATION: EXECUTIVE COMMITTEE REPORT – LEAD AGENCY PERFORMANCE EVALUATION

Background: PINCO Executive Committee to present 2019-2020 Lead Agency Performance Evaluation.

INFORMATION ONLY

12. REPORTS FROM EXECUTIVE COMMITTEE MEMBERS/LEAD AGENCY

13. UPCOMING MEETING DATES:

See attached and refer to Agenda Item #7.

14. ADJOURN: MOTION _____ SECONDED _____

