



PINCO EXECUTIVE COMMITTEE MEETING
SEPTEMBER 5, 2019
10:00AM
PINCO ADMINISTRATIVE OFFICES
44809 BEECH AVENUE
LANCASTER, CA 93534

MINUTES

APPROVED OCTOBER 17TH, 2019

1. SIGN-IN: 10:15am

2. ADOPTION OF AGENDA

Adoption of September 5, 2019 Executive Committee Meeting Agenda as presented.

MOTION: PANAMA SECONDED: WILSONA VOTE: PASSED

3. ADOPTION: EXECUTIVE COMMITTEE MEETING MINUTES OF JUNE 6, 2019

MOTION: BEARDSLEY SECONDED: ARVIN VOTE: PASSED

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. BALANCE UPDATE: PINCO 2019-2020 USDA FOODS ENTITLEMENT

Background: In mid-June, CDE notified PINCO that it needed to reduce its 2019-2020 USDA Foods request by an estimated \$610,000.00 based on fair market adjustments. With direction from Member Districts, the Lead Agency canceled direct delivery and diverted commodities to address the entitlement deficit. After submitting the cancellations further processing at current fair market rates, PINCO has an entitlement balance of \$585,000.00 (an amount almost equaling to what we originally cancelled). CDE has issued a September 20, 2019 cut-off date for requests with future request dates TBA. It is recommended PINCO’s Executive Committee direct PINCO’s Commodity Sub-committee to review current balances and usage at its processors to determine additional diversion or direct delivery through the USDA Foods Catalog along with the option of reserving entitlement monies for USDA’s DOD Produce Program and bring its recommendation to PINCO’s Advisory Committee for consideration/approval at its September 19, 2019 meeting in order to process order request(s) as/if directed.

MARILOU WILL ORAGANIZE THE COMMODITY SUB COMMITTEE MEETING.

MOTION: PANAMA SECONDED: STANDARD VOTE: PASSED

6. UPDATE: PINCO 2019-2020 DISCONTINUED ITEM LIST

Background: Lead Agency to report on inventoried discontinued cases subject for drop-shipment the week of September 16th.

INFORMATION ONLY

7. UPDATE: PINCO CARRYOVER USAGE “AT-PROCESSOR” IN ADVANCE OF OCTOBER 31ST SWEEPS

Background: Lead Agency to recap Member District opening usage at-processor. Per CDE and FDP policy, inventory at each processor will carry over to SY 2019–20 and remain available for use until October 31, 2019, at which point ALL remaining pounds will be swept from each district/co-op and transferred into a California Excess Account at the processor. Inventory in the California Excess account at each processor becomes available on a first come, first serve basis.

LEAD AGENCY WILL WORK WITH ASHLEY TO GET THE BALANCE TOTALS TO THE DISTRICTS

INFORMATION ONLY

8. UPDATE: PINCO SUB-COMMITTEE AGENDA FOR 2019-2020

Background: Prior to beginning the 2019-2020 PINCO meeting schedule, the PINCO Executive Committee met to discuss PINCO's priorities how PINCO Sub-committees can work on behalf of membership in understanding and providing recommendations for Member District's consideration. The following topics and areas of focus were identified to bring to the Sub-committee's attention in order to schedule meetings and report out as needed:

Commodity-

- Menu Planning utilizing USDA Foods
- Sweep Advisement – Work w/Member Districts to Maximize Usage
- Member Survey of USDA Direct Delivery & Performance/Usage of Diverted Commodities
- Entitlement Spending
- DOD

Bid-

- Interest Survey Members of 2020-2021 RFP Schedule; Including Broad-Line & Non-Food Paper
- Review of PINCO RFP Language re: Compliance

Futures-

- Teleconferencing
- Fork Lift Replacement
- Review Tenant Improvement Options (ex. Restrooms/Breakroom)
- Review & Update Transportation RFP Language in lieu of 2020-2021 Solicitation (Contracted Services)

J.P.A./Policy-

- PINCO Procedures Manual Revision
- Lead Agency Self-Evaluation
- Policy/Procedural Tools through Links on Website

PINCO's Executive Committee and Lead Agency will work with each Sub-committee to determine a Lead for each along with direction in scheduling first meeting(s) and timeline(s) in reporting-out.

PINCO Advisory Committee Member Representatives and Staff are encouraged to sign up for a Sub-committee. More participation equates to greater perspective on how Policy and Procurement should be implemented to maximize benefits within the Co-Operative.

INFORMATION ONLY

9. UPDATE: PINCO SUCCESSION PROCEDURES & LEAD AGENCY REPRESENTATION

Background: Lead Agency to report on Borton Petrini Memorandum and any provide update(s) as of meeting date.

AFTER BORTON PETRINI REVIEW LEAD AGENCY WILL COMMUNICATE WITH EXECUTIVE BOARD

INFORMATION ONLY

10. UPDATE: PINCO BUYER RECRUITMENT & SUMMER STAFFING REPORT

INFORMATION ONLY

11. SUB-COMMITTEE REPORTS

Commodity - Bid - Futures - Sunshine - J.P.A/Policy - Food Show

12. REPORTS FROM EXECUTIVE COMMITTEE MEMBERS/LEAD AGENCY

13. UPCOMING MEETING DATES:

2019-2020 PINCO MEETING CALENDAR

EXECUTIVE COMMITTEE

ADVISORY COMMITTEE

~~September 5, 2019~~

September 19, 2019

October 3, 2019

October 17, 2019

December 4, 2019 Food Show Meeting – Lancaster

December 5, 2019 PINCO Food Show – Antelope Valley Fairgrounds

December 12, 2019 (Advisory Committee Only)

January 16, 2020

January 30, 2020

February 6, 2020

February 20, 2020

March 5, 2020

March 19, 2020

April 2, 2020

April 16, 2020

May 7, 2020

May 21, 2020

June 4, 2020

June 18, 2020

Executive Committee Meetings held at 44809 Beech Avenue Lancaster, CA 93534

Advisory Committee Meetings held at 3019 16th Street Bakersfield, CA 93001

All meetings scheduled to begin at 10:00AM

14. ADJOURN: 11:15 AM

MOTION: PANAMA SECONDED: WILSONA