



**PINCO ADVISORY COMMITTEE MEETING
SEPTEMBER 17, 2015
PINCO SERVICE CENTER
3019 16 STREET BAKERSFIELD CA. 93301
10:00AM**

1. SIGN IN:

Meeting started at 10:27 a.m. with 20 Districts present.

2. APPROVAL: ADOPTION OF AGENDA

Recommendation: It is recommended Advisory Committee adopt the September 17, 2015 agenda as presented.

MOVED KCSOS SECONDED LAMONT VOTE: YES X NO

3. PUBLIC COMMENTS:

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.

Public Comment Request Cards will be provided at PINCO Executive and Advisory Committee meetings.

Eastside School District, shared their department's visit to P&R Paper. P&R provided a tour, and it was excellent! It was recommended for all.

4. APPROVAL: ADVISORY COMMITTEE MEETING MINUTES

Recommendation: It is recommended Advisory Committee approve the meeting minutes of May 20, 2015 as presented.

MOVED AVUHSD SECONDED KCSOS VOTE: YES X NO

5. REPORTING ON CLOSED SESSION FROM SEPTEMBER 2, 2015 EXECUTIVE COMMITTEE MEETING:

Closed session was requested by Lead Agency to determine options for Members and PINCO Staff to review J.P.A. process and procedural activities between said parties. Currently, the J.P.A. has no language regarding communication between Member Districts and PINCO staff.

It was decided to have JPA & Policy Committees to address any issues with staff and membership in the course of operations related to PINCO that involve interpretation of J.P.A. Policy and procedure.

INFORMATION ONLY

Bakersfield City School District requested clarification on expectations of JPA & Policy Committees concerning communication between Member Districts and PINCO staff. Clarification was provided in restating Agenda item and discussion from September 2, 2015 Executive Committee meeting: Members of JPA/Policy Sub-committees will review and make recommendations to Executive Committee dealing in matters interpretation of JPA policy and procedural activities of PINCO Members and Staff as needed. This recommendation by Lead Agency was made in consideration that there is no language in the J.P.A. regarding communication between member districts and PINCO staff.

6. TECHNOLOGY UPDATE:

Following direction from Advisory Committee, PINCO has engaged the services of School Nutrition and Fitness in website support and host services. PINCO’s “new” website has an improved look and is easier to navigate. Proprietary rights remain preventing non-PINCO Members access to Member, USDA-Processor entitlement/commodity or financial information. Cost of set-up and services came in below estimated cost at \$995.00 which includes the first year of host services (\$695.00). In response to concerns raised regarding conflict of interest in current outside website consultation services, PINCO Staff will assume this role as Lead Agency reviews options in addressing these responsibilities which may include, but are not limited to Request for Service with outside vendors and/or job reclassification.

INFORMATION ONLY

Lead Agency will build an “extra work assignment” with Governing Board approval to authorize overtime, not to exceed 17.5 hours for PINCO Buyer to perform this work.

Bakersfield City School District believes improvements made to the website and its host provider will make internal job of processing/communicating critical data less time consuming.

7. ENTITLEMENT PURCHASE: CONSIDERATION OF COMMODITIES FOR 2015-2016

PINCO currently has \$1,055,647.00 remaining USDA commodity dollars from the \$8,098,085.00 earned from prior year TLS. The revised figure represents meal reimbursement rate increases to .3125 effective for this entitlement year. With the USDA’s commodity calendar, catalog offerings and scheduled receiving dates, Lead Agency and PINCO Staff have provided the following items for consideration:

DIRECT DELIVERY

110462	CHICKEN STRIPS FRZ CTN-30 LB	1/15/2016		\$100,958
100101	CHICKEN DICED CTN-40 LB	2/15/2016		\$102,868
100187	PORK HAM WATERAD SLC FRZ PKG-8/5 LB	1/15/2016		\$ 86,710
100003	CHEESE CHED YEL SHRED BAG-6/5 LB	2/15/2016		\$ 80,678
100034	CHEESE MOZ LITE SHRED FRZ BOX-30 LB	2/29/2016		\$ 80,573
100212	MIXED FRUIT EX LT CAN-6/10	1/15/2016		\$ 26,968
100220	PEACHES CLING DICED EX LT CAN-6/10	1/15/2016		\$ 31,756

PROCESSOR DIVERSION

110244	CHEESE MOZ LM PT SKM UNFZ (41125)	1/15/2016	Ardella's	\$ 82,184
110254	CHEESE CHED YEL BLOCK-40 LB (40800)	1/15/2016	MCI/Los Cabos	\$ 87,679
110254	CHEESE CHED YEL BLOCK-40 LB (40800)	1/31/2016	MCI/Los Cabos	\$ 87,679
110254	CHEESE CHED YEL BLOCK-40 LB (40800)	2/15/2016	MCI/Los Cabos	\$ 87,679

TOTAL: \$855,732

The listed items fall in-line with previous purchase, current usage and provide much needed cheese to Ardella’s and MCI/Los Cabos after demand and drawdowns were realized after Member’s initial orders. The remaining \$199,915.00 in entitlement monies will be reserved for any purchasing opportunities and/or FMV adjustments with PINCO’s 2015-2016 FDP spending.

* The dates listed represent scheduled arrival and is subject to change.

Recommendation: It is recommended Advisory Committee approve the use of remaining entitlement monies to purchase the listed items for the 2015-2016 school year.

MOVED _____ SECONDED _____ VOTE: YES _____ NO _____

DISCUSSION:

Concerns of availability, use of direct delivery items requested and current balances “at processor” led to Table the motion until Commodity Sub-committee meets and makes recommendation for an e-vote.

MOVED KCSOS SECONDED PBV YES X

8. BROADLINE AGREEMENT UPDATE:

Since formal award of Bid #07/15-16, Purchased Items Delivered to Districts, Sysco Foods of Ventura has made significant pricing adjustments per request of Manufacturer/Brokers, Member Districts and Lead Agency. Notwithstanding overall lower pricing and negotiations made on behalf of/in the best interest of its Members in Sysco’s first revisions in June, concerns have been raised. Respecting these concerns, PINCO is requiring Sysco Foods of Ventura to revert pricing and guarantees of product availability and terms to its initial response. Forward from this experience, PINCO’s Bid Committee will review agreement options and opportunities in future service-based agreements. All recommendations will be presented to Executive and Advisory Committees for full consideration as they develop.

Lead Agency requests Member Districts inform Chairman of any issues that relate to Sysco Foods of Ventura’s ability in meeting the expectation, terms and agreement of Bid #07/15-16.

INFORMATION ONLY

After concerns were raised with Sysco’s response in condition of usage of specified items in their letter, Joe contacted Sysco. Sysco stated they would honor pricing with the specified items up to usage through 2014-2015 purchases.

Motion was then made to seek legal counsel on Sysco’s amended terms.

MOVED: KCSOS SECONDED: PBV YES X

9. DISCONTINUED AND MUST-PULL ITEMS:

In following policy language and protocol, PINCO Staff has advised Member Districts of discontinued and must-pull items scheduled for drop shipment at the end of this month. Since notification, there has been communication and transfer activity taking place. Lead Agency requests any Member challenged with pending deliveries contact the offices as soon as possible.

INFORMATION ONLY

PINCO Staff updated everyone on progress; there has been a good response by Members on noted products.

10. PINCO: AREAS OF EMPHASIS IN 2015-2016:

Lead Agency desires to increase the level of communication with, and between PINCO Sub-committees. As discussed, PINCO’s First Vice President will coordinate with Sub-committee Leads and develop effective paths for communication at Executive/Advisory Committee meetings and PINCO website. To achieve this, Josh will soon be developing leadership for each Sub-committee. Below are examples in areas of emphasis for each of the active PINCO Sub-committees:

- Facility Committee – Prioritize needs in addressing/replacement of equipment
Explore increasing storage options
Assessment of needs regarding technology infrastructure at Service Center
- Bid Committee - Examine current bid/procurement policies and research approved alternatives (RFQ/RFP)
- Commodity Committee - Review of USDA’s FDP in determining most effective use of entitlement monies
- J.P.A./Policy Committee – Establishing reasonable/sustainable expectations between PINCO and Membership

INFORMATION ONLY

Re-cap of the Food Show Committee meeting held the previous day. The following has been completed:

- Reservations for Fairgrounds
- “Save the Date” sent out
- Menu Selected
- I.D. changes made-Bracelets instead of name tags
- 2 stations for registration
- Limit for Gift baskets is \$35
- Price for Tables is \$300.00
- Panama BV agreed to do the entertainment again!

11. UPCOMING MEETINGS:

2015-2016 Advisory Committee

October 22, 2015	PINCO Service Center, Bakersfield	General Business/Agreement Re-cap
December 9, 2015	Antelope Valley Fairgrounds, Lancaster	Pre-Show Meeting/Industry Reception

December 10, 2015 PINCO FOOD SHOW, AV Fairgrounds

December 17, 2015	PINCO Service Center, Bakersfield	Food Show Re-Cap Pre-Planner Meeting
January 28, 2016	PINCO Service Center, Bakersfield	2016-2017 Bid Planning
March 17, 2016	PINCO Service Center, Bakersfield	Bid Awards
April 14, 2016	PINCO Service Center, Bakersfield	2016-2017 Buying Guide
May 19, 2016	PINCO Service Center, Bakersfield	Budget/Calendar
June 16, 2016	PINCO Service Center, Bakersfield	Year-End General Session

2015-2016 Executive Committee

October 7, 2015	PINCO Administrative Offices, Lancaster	General Business
January 13, 2016	PINCO Administrative Offices, Lancaster	Commodity Update/Bid Prep
March 9, 2016	PINCO Administrative Offices, Lancaster	2016-2017 Bid Re-Cap
April 14, 2016	PINCO Service Center, Bakersfield	General Business
May 4, 2016	PINCO Administrative Offices, Lancaster	General Business, Budget

Discussion before adjournment:

Bakersfield City School District announced they will be scheduling equipment training with Nick from KLM and J & E. They will notify Members so can participate.

Greenfield Union School District reminded group CSNA pre-registration deadline for conference is September 30, 2015.

PINCO Staff informed us of the problem of deliveries for Red Gold products and he cannot front product because there isn't any in the warehouse.

Sky Blue's Breakfast Bar load of 3 pallets was rejected because "sugar bloom" was evident even though the product was still frozen. Pinco receives 4 truck loads from Sky Blue monthly. Kern County Superintendent of Schools asked for replacement if the issue isn't resolved. Updates with this issue would be provided as they develop.

12. ADJOURN: MOVED KCSOS SECONDED WASCO YES X

MEETING ADJOURNED AT 12:20 P.M.

