



PINCO ADVISORY COMMITTEE MEETING
OCTOBER 22, 2015
PINCO SERVICE CENTER
3019 16TH STREET BAKERSFIELD, CA 93301
10:00AM

AGENDA MINUTES:

Start time: 10:13 a.m.

1. APPROVAL: ADOPTION OF AGENDA

Recommendation: It is recommended the Advisory Committee adopt the October 22, 2015 Agenda as presented.

Motion was made to delete item #5 from the agenda and rescinded after closed session by the districts which made and seconded the motion.

MOVED: Panama BV SECONDED: Bakersfield City Rescinded

Greenfield requested to go into closed session.

CLOSED SESSION

Open session: 12:15 pm

Delano Elementary wanted the minutes to reflect after spending 2 hours discussing a consulting service the Lead District then tells the advisory committee that the consultant does not really want to do the job anyway. Delano felt it was a waste of each of our districts' time.

AFTER ADVISORY MEETING RE-CONVENED, THE TABLED MOTION WAS RESCINDED BY PANAMA BV AND BAKERSFIELD CITY.

Discussion of Item #2:

Greenfield Union stated at September 17th's Advisory Committee meeting there was not enough people in attendance to have a voting quorum, as only 20 members were in attendance, and wanted to know how we should proceed?

Lead Agency contacted Lisa at the PINCO office to check on the number of Member's signatures on the sign-in sheet. Lead Agency reported there were only 20 districts on the sign in sheet. Therefore, there was not a voting quorum.

Secretary will report when the required quorum of approved voting Members is reached.

Palmdale said we should have a motion to reaffirm votes which took place during the September 17, 2015, Advisory Meeting.

2B.

MOTION: To approve the agenda with the correction to change "Executive" to Advisory (item #4) and to reaffirm previous meeting's (9/17/15) votes.

MOVED: Palmdale SECONDED: Bakersfield City Passed

2. 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 Comments: None

3. APPROVAL: ~~EXECUTIVE~~ ADVISORY COMMITTEE MEETING MINUTES

Recommendation: It is recommended the Advisory Committee approve the meeting minutes of September 17, 2015 as presented.

MOVED: KCSOS SECONDED: Delano HS VOTE: Passed

4. APPROVAL: McKNIGHT CONSULTING SERVICES FOR WEBSITE SERVICES

Background: PINCO's Governing Board has denied Advisory Committee's authorization/request in overtime for PINCO Buyer to assume job duties in maintaining and managing PINCO's website. This decision is based in Governing Board policy not authorizing overtime when duties are not outlined in active job description of position. In response to these developments, Lead Agency provided McKnight Consulting with a General Agreement providing website support services outlined in General Agreement for the current fiscal year ending June 30, 2016. McKnight's subsequent response is competitive for scope of work demanded of the Cooperative. McKnight Consultant's experience with Member Districts' use of entitlement, CDE/USDA protocol/procedure and intimate experience with PINCO vendors is a benefit for all concerned. In the event Advisory Committee does not approve this agreement, Lead Agency would open a Request For Qualification process in soliciting prospective service providers and seek alternative website services in the interim.

Recommendation: It is recommended Advisory Committee approve McKnight Consulting's proposal for website consultation services in terms outlined in General Agreement.

MOVED: Palmdale SECONDED: Panama BV Motion Failed

MOTION: Lead Agency to contact Mike Borges with School Nutrition & Fitness to begin work on moving PINCO website to School Nutrition & Fitness.com based on quote for services provided.

MOVED: Bakersfield City SECONDED: KCSOS VOTE: Passed

5. MCI/LOS CABOS: PRICE INCREASE BREAKFAST EGG, CHEESE, TURKEY SAUSAGE WRAP WG #22558.

Background: MCI/LOS CABOS is requesting PINCO accept a proposed 5.5% increase, or \$1.87 per case on the Breakfast Wrap due to the sharp increase in commercial egg pricing (documentation validating increase provided by vendor). Increase raises the cost of item .368 to .387 per serving. Proposed pass-along increase would take effect impacting orders on/after December 1, 2015. MCI/LOS CABOS has been advised to keep Lead Agency advised of any/all pricing changes as commercial supplies and pricing return to normal levels.

Recommendation: It is recommended Advisory Committee decide to accept the price increase with item MCI/LOS CABOS #22558 Breakfast Egg, Cheese, Turkey Sausage Wrap.

MOVED: Bakersfield City SECONDED: Delano Elementary VOTE: Passed

Eastside asked if we could ask for a purchased price for the breakfast wrap as well. Lead Agency said yes.

Greenfield said we have asked for documentation in advance so it can be review and if we ever have to look back to see why the price was raised we have the documentation for back up in the minutes.

Lead Agency would forward to members after the meeting today.

6. CONSIDERATION: CONTINUE PURCHASE OF SKY BLUE BAKERY ITEM #11928 BREAKFAST BAR. ACCEPTANCE WITH SUGAR BLOOM

Background: Since last spring Districts have experienced "sugar bloom" with Sky Blue's WW Breakfast Bar. Sugar bloom is a condition in frozen sugar-based iced baked goods where formations of white, crystallized sugar appear when thawing/re-freezing takes place. The sugar bloom has the look of mold on the surface of the bar but is harmless. The sugar dissipates back into the product when thawed. After repeated experience with sugar bloom, PINCO Staff has increased inspection of Breakfast Bars prior to acceptance. With our last delivery, PINCO Staff identified sugar bloom in a high number of selected cases. Sky Blue has been up-front with PINCO since issues began.

Sugar bloom is a sporadic condition; PINCO Staff cannot predict who (if any) District may receive these cases. Districts being "Bloomed" have continued to order the product. Results show the bar tastes fine and continues to deliver on the Grain requirement needed at breakfast. PINCO has received over 2,100 cases of the Breakfast Bar since July 1st with three documented cases of sugar bloom. Sky Blue is providing samples of a "New" Breakfast Bar (attempting for today's meeting). Sky Blue Bakery is confident their Breakfast Bar with a new glaze will address the issue of sugar bloom.

Lead Agency and PINCO Staff request Members sample the new Breakfast Bar to determine if it is to remain in the Buying Guide or be removed. If removed, PINCO will discontinue processing all active PO's including the Breakfast Bar and work with effected Districts on alternatives as they schedule any/all remaining inventories. Lead Agency has raised concerns to Sky Blue Bakery with temperature control in cross-country deliveries. PINCO will be auditing transportation data to ensure all product travels under proper temperatures.

Recommendation: It is recommended PINCO discuss options and determine direction in keeping Sky Blue WG Breakfast Bar #11928 in PINCO 2015-2016 Buying Guide.

Information Only

Sample items did not arrive at Service Center as expected so an E-vote will take place after sampling by all member districts.

Discussion:

Bakersfield City asked if all orders could be suspended.

Lead Agency directed the question to Service Center who said there is a 5 week lead time and we had 3 loads already submitted and committed to venues. It is too short of a notice to cancel orders and replace with another menu item and ensure the districts have a seamless transition. KCSOS requested replacement items to meet same requirements. Lead Agency reported Sky Blue Bakery has other options if the membership decides against new product samples.

7. UPDATE: LEGAL CLARIFICATION OF SYSCO'S CONDITIONAL RESPONSE TO BID #07/15-16 FROM PINCO LETTER OF EXPECTATION DATED SEPTEMBER 1, 2015:

Background: By direction of Advisory Committee, Lead Agency contacted Fagen, Friedman Fulfroost (F3) to assess activity and revised terms and conditions with Sysco Foods of Ventura's (SFV) in award of Bid #07/15-16. F3's assessment is still pending this meeting. Pending F3's formal clarification, conclusion and recommendations are provided by F3, Lead Agency will conduct an Electronic Vote immediately with all options available. This process will allow all Member Districts to review and accept the final terms and conditions of #07/15-16 with SFV for the remainder of the agreement.

INFORMATION ONLY

Letter sent from lawyers saying they are still needing information from Sysco Foods of Ventura that will substantiate the losses they would incur with the 20 items they listed. Lawyers asked lead district to direct SFV to provide lawyers with needed information. When asked if the \$5,000 limit has been met, Lead Agency was unsure of balance as of this meeting and added there will probably be a need to increase the amount; requiring Member approval.

***Wasco added for future reference to always set a limit when any extra expenses are approved by membership as it is and a direct addition cost to districts.**

8. MCI/LOS CABOS: REBATE INCENTIVE PROGRAM REPLACING "GIFT CARD FOR PURCHASE" PROGRAM

MCI/Los Cabos is unable to give documentation for concerns from districts with receiving Target Gift Cards. Therefore, MCI/Los Cabos will run a velocity report for purchases between 7/1/15 through 12/31/15, and cut a rebate check for .38 per case of Breakfast Burritos and .50 for each case of Primo Burritos for both commodity and purchased product. Beginning January 1, 2016, the discounted price will be adjusted in the PINCO Buying Guide.

INFORMATION ONLY

9. SUB-COMMITTEE REPORTS:

- **Commodity-**
Reported additional loads have been cancelled, therefore there are extra entitlement money to be used. Commodity committee to meet to formulate how to spend and “E-vote” will be sent out.

Liquids eggs are set for a January delivery, however, the eggs will not be available for use by membership until by Lead Agency or Service center as Cargill will not front eggs and Pinco’s truck load must be at the processors before they can start production. Lead Agency is estimating about 5 months. Everyone should have eggs to start up the 2016-17 school year.

- **2015 Food Show**
Committee reported they have a new idea for the show. P & R paper is sponsoring a picture booth to generate Flip Books for the attendees. P & R paper’s sponsorship is around \$1850 for the booth so Pinco is giving P & R their table at no charge.

**10. NEW ITEMS: DISCUSSION AND CONSIDERATION
INFORMATION ONLY**

11. UPCOMING MEETINGS:

2015-2016 Advisory Committee

December 9, 2015	3:00PM Oxford Inn, Lancaster	Service Center Update-Trading Session
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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	Bid/Extension/Proposal Review
March 17, 2016	PINCO Service Center, Bakersfield	Agreement Recommendation
April 14, 2016	PINCO Service Center, Bakersfield	'16-'17 PINCO Buying Guide
May 19, 2016	PINCO Service Center, Bakersfield	Budget review/Calendar
June 16, 2016	PINCO Service Center, Bakersfield	Year-End General Session

2015-2016 Executive Committee

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

12. ADJOURN: MOVED Palmdale SECONDED Delano Elementary