



**PINCO ADVISORY COMMITTEE MEETING
WEDNESDAY DECEMBER 9, 2015
3:30PM-4:30PM
OXFORD INN CONFERENCE ROOM
1651 WEST AVENUE K
LANCASTER, CA**

AGENDA:

1. Meeting called to order: 3:45 p.m.

2. APPROVAL: ADOPTION OF AGENDA.

Recommendation: It is recommended Advisory Committee table the December 9, 2015 Agenda until the December 17th meeting.

MOVED Bakersfield City SECONDED Earlimart VOTE: YES X NO Palmdale

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.

4. APPROVAL: ADVISORY COMMITTEE MEETING MINUTES*

Recommendation: It is recommended Advisory Committee approve the meeting minutes of October 22, 2015, as presented.

MOVED _____ SECONDED _____ VOTE: YES _____ NO _____

5. UPDATE: LEGAL CLARIFICATION REGARDING PINCO BID/AGREEMENT #07/15-16

Background: Fagen, Friedman and Fulfroost LLP was hired by PINCO to review of Bid/Agreement #07/15-16 to determine if Sysco Foods of Ventura had the right under the terms and conditions of the agreement to negotiate pricing and set limits on purchases based in errors made by the vendor in the initial response to bid. After assessment of the bid and formal agreement, analysis of vendor costs, purchases made since inception and interviewing primary stakeholders, Fagen, Friedman and Fulfroost LLP has drafted a report of findings based on case law and is making recommendations moving forward. Any action taken will be done following the process of discussion and advisement of the Executive Committee for consideration of Advisory Committee in taking any action. Fagen, Friedman and Fulfroost will be presenting their findings at this meeting and to answer/clarify any concerns of Member Districts.

INFORMATION ONLY

6. WEBSITE UPDATE:

Background: Lead Agency and PINCO Staff continue to work with School Nutrition and Fitness.Com to develop a platform for data transfer/posting/management of the PINCO website. It is the goal of the vendor to have the site up and running by January 1, 2016. Lead Agency will notify Member Districts once transfer of responsibilities and determination of final on-going costs has taken place.

INFORMATION ONLY – NO ACTION NECESSARY

7. REVIEW PINCO FOOD SHOW DIRECTOR PACKETS CONTENTS: DIRECTOR’S NOTES FOR BIDS AND NEW ITEMS AND STUDENT’S NOTES FOR INFORMATION.

Recommendation: It is recommended Advisory Committee review the PINCO Food Show Director Packet contents when received December 10, 2015: In addition to name badges and guest bracelets, the packet contains Director’s/Student’s forms for notes and comments. With the short timeline between the Food Show and the December 17, 2015 Advisory Committee meeting, Lead Agency is requesting all forms be turned in no later than December 14, 2015 to Kristi McKnight to allow time to process/tabulate information (there will be a reminder after the Food Show).

Open Bids for 2016/2017 for Commodity-Commercial processing:

- Egg
- Barrel Cheese
- Peanuts (Raw Shelled/Peanut Butter)

Additional Categories:

- Shelf Stable Juice
- Purchased Items to the Warehouse

Categories for Consideration:

- Broadline
- Paper (at the request of Bakersfield City School District)

INFORMATION ONLY - NO ACTION NECESSARY.

8. QUESTIONS/ISSUES: 11/19/2015 ENTITLEMENT E-VOTE AND ORDERING PROCEDURES:

Background: With the recent E-Vote for 2015-2016 Entitlement Purchase/Request and policy involving lead-time and PO processing, Greenfield Union School District has raised questions and requested clarification by the Lead Agency at this meeting. Lead Agency believes this will be a good opportunity to provide information, background and context to issues impacting all Member Districts and PINCO Staff. Documentation will be provided at this meeting and will be posted along with Minutes.

INFORMATION ONLY- NO ACTION NECESSARY

NEXT MEETING DATES: ADVISORY & EXECUTIVE – SEE SCHEDULE BELOW:

2015-2016 Advisory Committee

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

ADJOURN: MOVED _____ SECONDED _____

9. TRADIN’ TIME!