

**PINCO ADVISORY COMMITTEE MEETING  
MINUTES  
DECEMBER 14, 2017  
10:00AM  
PINCO SERVICE CENTER  
3019 16<sup>TH</sup> STREET**



**AGENDA**

1. SIGN-IN:
2. ADOPTION OF AGENDA

Adoption of December 14, 2017 Advisory Committee Meeting Agenda.

**MOTION:** BCSD **SECONDED:** Panama **VOTE:** PASSED (25)

3. 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. (NONE)

4. REVIEW: 2017 PINCO FOOD SHOW

Background: the 2017 PINCO Food Show was a resounding success! There was great support from Member Districts bringing many Student and Community Stakeholders to sample foods and learn more about products and processing options before PINCO’s 2018-2019 Bid/RFP Session. PINCO Staff and the Food Show Sub-committee did an outstanding job in coordinating this year’s event and giving our vendors a fantastic stage to showcase their items/services. Lead Agency will provide final numbers once they have been tallied.

**INFORMATION ONLY**

5. ACTION: TERMINATION OF AGREEMENT WITH GOLD STAR FOODS

Background: In July of 2017, Gold Star Foods (GSF) acquired A & R Foods, awarded vendor in supplying Condiments and Granola voted into the 2017-2018 PINCO Buying Guide. Since assuming responsibility of the agreement, GSF has failed to honor terms impacting PINCO Staff’s ability to serve Member Districts. These issues were raised at PINCO Meetings in September and PINCO Staff has been communicating with Member Districts effected by GSF. On September 29, 2017 CDE issued a Management Bulletin outlining steps LEA’s and SFA’s may take to procure items outside of existing agreements when vendors fail to honor their contractual responsibilities, specifying GSF. The Lead Agency has received pricing from Sysco Foods of Ventura for the items contained under this agreement (attached); same terms/conditions (condiments and granola would be run through PINCO Service Center). It is recommended PINCO Executive and Advisory Committees move to terminate the current agreement following protocol and past practice.

**MOTION:** Panama **SECONDED:** Lost Hills **VOTE:** PASSED

**It is recommended by PINCO Executive and Advisory Committees move to terminate the current agreement with Gold Star Foods for condiments and granola with a 30 day written notice.**



**11. REPORTS FROM ADVISORY COMMITTEE MEMBERS/LEAD AGENCY**

**From report by JPA/Policy Sub-committee-  
Recommendation for Borton Petrini to draft language and board item template for J.P.A. revisions  
approved at December 6, 2017 Advisory Committee Meeting. Additional monies budgeted for research  
J.P.A. revision related to teleconferencing and open meeting policies; budget not to exceed \$5,000.00.**

**MOTION: BCSD      SECONDED Westside**

**12. UPCOMING MEETING DATES:**

**2017-2018**

**PINCO Executive Committee**

|                  |   |                           |
|------------------|---|---------------------------|
| January 11, 2018 | PINCO Administrative Offices, Lancaster | Commodity Update/RFP Prep |
| March 8, 2018    | PINCO Administrative Offices, Lancaster | 2018-2019 RFP Re-Cap      |
| April 5, 2018    | PINCO Administrative Offices, Lancaster | General Business          |
| May 10, 2018     | PINCO Administrative Offices, Lancaster | General Business, Budget  |
| June 7, 2018     | PINCO Administrative Offices, Lancaster | Year In Review/Goals      |

**2017-2018**

**PINCO Advisory Committee**

|                   |                                   |                                      |
|-------------------|-----------------------------------|--------------------------------------|
| December 14, 2017 | PINCO Service Center, Bakersfield | Food Show Re-Cap Pre-Planner Meeting |
| January 18, 2018  | PINCO Service Center, Bakersfield | Mid-Year Vendor Review/RFP           |
| March 15, 2018    | PINCO Service Center, Bakersfield | Bid Awards                           |
| April 12, 2018    | PINCO Service Center, Bakersfield | 2018-2019 Buying Guide               |
| May 24, 2018      | PINCO Service Center, Bakersfield | Budget/Calendar                      |
| June 14, 2018     | PINCO Service Center, Bakersfield | Year-End General Session             |

**13. ADJOURN: MOTION \_\_\_\_\_ SECONDED: \_\_\_\_\_**



**PINCO ADVISORY COMMITTEE MEETING  
 PINCO SERVICE CENTER  
 DECEMBER 14, 2017  
 SIGN IN SHEET**

25  
Total

| MEMBER DISTRICT       | REPRESENTATIVE                          |
|-----------------------|---|
| ACTON-AQUA DULCE USD  |   |
| ALISAL USD            |   |
| AVUHSD                | <i>for foot J Speidel</i>               |
| ARVIN USD             |   |
| BAKERSFIELD CITY SD   | <i>Regina Robina; Jeanette Caselman</i> |
| BEARDLSEY SD          | <i>R. Palma</i>                         |
| BIG PINE SD           |   |
| BISHOP UESD           |   |
| DELANO ELEM SD        | <i>[Signature]</i>                      |
| DELANO HS DISTRICT    | <i>[Signature]</i>                      |
| EARLIMART SD          | <i>[Signature]</i>                      |
| EASTSIDE USD          | <i>[Signature]</i>                      |
| EDISON SD             | <i>[Signature]</i>                      |
| EL TEJON USD          | <i>[Signature]</i>                      |
| FAIRFAX SD            | <i>[Signature]</i>                      |
| GREENFIELD USD        | <i>[Signature]</i>                      |
| KEPPEL USD            | <i>[Signature]</i>                      |
| KERN COUNTY SUPT      | <i>[Signature]</i>                      |
| KERNVILLE USD         | <i>[Signature]</i>                      |
| LAMONT SD             |   |
| LANCASTER SD          | <i>debra a. a.:</i>                     |
| LONE PINE SD          |   |
| LOST HILLS SD         | <i>[Signature]</i>                      |
| MC FARLAND SD         | <i>Cristina Goff</i>                    |
| MOJAVE SD             |   |
| NORRIS SD             | <i>[Signature]</i>                      |
| PALMDALE SD           | <i>[Signature]</i>                      |
| PANAMA-BUENA VISTA SD | <i>[Signature]</i>                      |
| RICHLAND SD           | <i>[Signature]</i>                      |
| SOUTH FORK USD        |   |
| STANDARD SD           | <i>[Signature]</i>                      |
| TAFT CITY SD          | <i>[Signature]</i>                      |
| TEHACHAPI USD         | <i>[Signature]</i>                      |
| VINELAND SD           |   |
| WASCO ELEM SD         |   |
| WASCO UHSD            |   |
| WESTSIDE USD          | <i>[Signature]</i>                      |
| WILLIAM S. HART UHSD  |   |
| WILSONA SD            | <i>[Signature]</i>                      |



## **PINCO**

### **Internal Commodity Management Bulletin**

A Commodity Committee was created to assist the PINCO Lead District in overseeing the management of both USDA commodities sent to processors and USDA commodities received into the PINCO Service Center Warehouse.

#### **1. Process Preventing Commodity Sweeps by the USDA**

In order to prevent commodity sweeps by the USDA, individual Districts must be held accountable for their individual use of the commodities allocated into their accounts. The tangible consequence of not utilizing commodities in a timely and efficient manner will result in having product "swept" by the co-op and redistributed to Districts in need of, and/or properly utilizing, the commodity(ies).

#### **PINCO Internal Commodity Sweep:**

- Twice per year, on or about January 31<sup>st</sup> and May 31<sup>st</sup>, there will be an internal sweep of commodities under-utilized by districts. On January 31<sup>st</sup> districts that have not used 40% of their allocated commodities per vendor/commodity type will have 50% of their balance removed from their account and re-allocated to districts requesting the product. On May 31<sup>st</sup>, districts that have not used 60% of their allocated commodities per vendor/commodity type will have 50% of their balance removed from their account and re-allocated to districts requesting the product. Notifications will be e-mailed monthly, sixty (60) days prior to each sweep, informing Districts that may be subject to pounds being swept at processor. The notification will include the Fair Market Value (FMV) of the product in danger of being swept. - Sixty (60) days prior to the internal sweep, notice will be included in the weekly newsletter identifying commodities at processor that may be "at-risk" of being swept along with Member District information to encourage internal transfer.
- Purchase Orders and trades utilizing the commodity at-risk must be received thirty (30) days prior to the sweep date.
- All USDA Foods involved in transfer between Member Districts is subject to receipt, storage and usage timelines pursuant to PINCO and USDA Policies (Member Districts need to be aware of usage timelines before accepting foods from Member Districts).
- Transfers are considered usage by the selling District and as an additional receipt by the receiving District (impacting overall usage percentage by receiving District).
- E-mail reminder(s) will be sent out before the Pre-Food Show December trade session, providing Districts opportunity to trade commodities they will not use for the remainder of the school year.
- A report/spreadsheet reflecting the percentage of the commodity usage per district/per vendor will be utilized to calculate the amount of commodities used and swept.
- A Co-op specific spreadsheet will be utilized every September to forecast a potential sweeps for the year.





**PINCO EXECUTIVE COMMITTEE MEETING  
SPECIAL SESSION  
PINCO SERVICE CENTER  
DECEMBER 14, 2017  
SIGN IN SHEET**

14 total

| <b>MEMBER DISTRICT</b> | <b>REPRESENTATIVE</b>     |
|------------------------|---------------------------|
| ACTON-AQUA DULCE USD   |                           |
| ALISAL USD             |                           |
| AVUHSD                 | <i>for look Josephine</i> |
| ARVIN USD              |                           |
| BAKERSFIELD CITY SD    | <i>Sydney Johnson</i>     |
| BEARDLSEY SD           | <i>Katharina</i>          |
| BIG PINE SD            |                           |
| BISHOP UESD            |                           |
| DELANO ELEM SD         | <i>J. Smith</i>           |
| DELANO HS DISTRICT     |                           |
| EARLIMART SD           |                           |
| EASTSIDE USD           | <i>Antonia</i>            |
| EDISON SD              | <i>Barbara Demmer</i>     |
| EL TEJON USD           |                           |
| FAIRFAX SD             | <i>Michelle</i>           |
| GREENFIELD USD         |                           |
| KEPPEL USD             |                           |
| KERN COUNTY SUPT       | <i>Michelle</i>           |
| KERNVILLE USD          |                           |
| LAMONT SD              |                           |
| LANCASTER SD           | <i>Debra A. Candem</i>    |
| LONE PINE SD           |                           |
| LOST HILLS SD          | <i>L. P.</i>              |
| MC FARLAND SD          |                           |
| MOJAVE SD              |                           |
| NORRIS SD              |                           |
| PALMDALE SD            |                           |
| PANAMA-BUENA VISTA SD  | <i>M. O'Connell</i>       |
| RICHLAND SD            |                           |
| SOUTH FORK USD         |                           |
| STANDARD SD            | <i>Tracy Dougherty</i>    |
| TAFT CITY SD           |                           |
| TEHACHAPI USD          |                           |
| VINELAND SD            |                           |
| WASCO ELEM SD          |                           |
| WASCO UHSD             |                           |
| WESTSIDE USD           | <i>Mary Hester</i>        |
| WILLIAM S. HART UHSD   |                           |
| WILSONA SD             | <i>_____</i>              |

Sysco Foods  
of  
Ventura

| DESCRIPTION                              | PACK** |        | GoldStar Pricing |          | Sysco Pricing |          |
|--|--------|--------|------------------|----------|---------------|----------|
|  |        |        | Unit             | Case     | Unit          | Case     |
| Marzetti Light Ranch Dressing Pouch      | 60     | 1.5oz  | \$ 0.189         | \$ 11.31 | \$ 0.176      | \$ 10.55 |
| Heinz Ketchup Packet                     | 1000   | 9gm    | \$ 0.014         | \$ 13.74 |               |          |
| Red Gold House Recipe Ketchup Packet     | 1000   | 9gm    |                  |          | \$ 0.015      | \$ 15.01 |
| Mayonnaise Packet                        | 200    | 9gm    | \$ 0.033         | \$ 6.50  | \$ 0.035      | \$ 7.06  |
| Mustard Packet                           | 500    | 5.5gm  | \$ 0.012         | \$ 5.88  | \$ 0.009      | \$ 4.57  |
| Taco Sauce Packet                        | 200    | 9gm    | \$ 0.025         | \$ 4.99  | \$ 0.023      | \$ 4.58  |
| Maple Syrup Cup                          | 100    | 1.5oz  | \$ 0.070         | \$ 6.99  | \$ 0.087      | \$ 8.70  |
| BBQ Sauce Cup                            | 100    | 1oz    | \$ 0.093         | \$ 9.32  | \$ 0.086      | \$ 8.63  |
| RedGold Marinara Sauce Indiv Dipping Cup | 168    | 2.5oz  | \$ 0.277         | \$ 46.56 | \$ 0.261      | \$ 43.80 |
| RedGold Salsa Individual Dipping Cup     | 168    | 3.0oz  | \$ 0.354         | \$ 59.54 | \$ 0.326      | \$ 54.76 |
| Tajin Fruit Seasoning Low Sodium Packet  | 1000   | 0.03oz | \$ 0.041         | \$ 40.78 | \$ 0.040      | \$ 40.11 |
| RedGold Ketchup Sriracha Hot Chili       | 1000   | 8gm    | \$ 0.024         | \$ 24.09 | \$ 0.023      | \$ 22.58 |
| Tapatio Picante Sauce Packet             | 500    | 7gm    | \$ 0.047         | \$ 23.28 | \$ 0.055      | \$ 27.34 |
| Rockin' Ola Cinnamon Granola, IW         | 250    | 1oz    | \$ 0.253         | \$ 63.17 | \$ 0.250      | \$ 62.47 |
| Rockin' Ola Choc w/marshmallows, IW      | 250    | 1oz    | \$ 0.253         | \$ 63.17 | \$ 0.250      | \$ 62.47 |

