



PINCO ADVISORY COMMITTEE MEETING
THURSDAY, APRIL 30, 2020
2:00 PM
PINCO ADMINISTRATIVE OFFICES
44809 BEECH AVENUE
LANCASTER, CA 93534

SPECIAL SESSION PINCO ADVISORY COMMITTEE MEETING

Pursuant to the Governor's recent provisional guidance regarding open meeting policies in conducting public business, and California Government Code § 54953(b) and notwithstanding any other provision of law, the legislative body of a local agency has provided teleconferencing for the benefit of the public and the legislative body of a local agency in order to meet, discuss and act in the best interests of the Partners in Nutrition Co-Operative under its Joint Powers Agreement.

PINCO has established teleconferencing access for this special session PINCO Advisory Committee meeting. PINCO Member District Representatives and members of the public are encouraged to participate through the following number:

Meeting ID

meet.google.com/mto-mokg-vtd

Phone Numbers

(US)+1 662-676-0131

PIN: 151 193 149#

1. SIGN-IN:

2. ADOPTION OF AGENDA

Adoption of the April 30, 2020 Advisory Committee Meeting Agenda as presented.

MOTION: _____ **SECONDED:** _____ **VOTE: YES** ___ **NO** ___

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.

4. AWARD: PINCO 2020 INVENTORIED PRODUCT FOR FURTHER PROCESSING

Background: To address potential storage issues created through the establishment of the 2020 Supplemental Buying Guide and increasing product inventory for Member Districts in emergency response feeding programs, the Lead Agency initiated a Request for Quote with inventoried product to be further processed/assembled into ready-to-serve/heat entrées. An agreement under the conditions outlined in the RFQ would reduce inventories of products not being pulled by Member Districts in addition to bringing finished products for use under the current SSFO model. This agreement would be based on a back-haul arrangement; Member Districts would use their inventoried product to be converted into finished products based on the conditions, timelines and yields outlined by the Vendor for each product(s) at its discretion.

It is recommended PINCO's Advisory Committee review and approve an agreement with the Vendor(s) for products as presented in the Vendor's response and direct the Lead Agency to develop a process for Member Districts to begin ordering said product(s).

MOTION: _____ **SECONDED:** _____ **VOTE YES** ___ **NO** ___

5. AWARD: ADDITIONAL PRODUCTS UNDER PINCO RFP'S #01/20-21, #03/20-21 AND #08/20-21

Background: At its April 23, 2020 Advisory Committee Meeting, Member Districts voted to conduct taste tests and take additional time to determine the award(s) for items listed under PINCO RFP's #01/20-21, #03/20-21 and #08/20-21. Taste tests are to be scheduled to be held prior to this meeting and each hosting Member District shall report out on its results. It is recommended PINCO's Advisory Committee review the information provided at this meeting to determine the most responsive Vendor(s) and direct the Lead Agency to include additional Vendor(s) along with those PINCO Vendors approved at the April 23, 2020 Advisory Committee Meeting for award in 2020-2021.

MOTION: _____ **SECONDED:** _____ **VOTE: YES** ___ **NO** ___

6. APPROVAL: 2020-2021 PINCO BUYING GUIDE

Background: Based on the approval of awards and extensions for 2020-2021, it is recommended PINCO's Advisory Committee review velocity data and products offered by Vendors under extension in determining commodity processed and commercially purchased products for the 2020-2021 PINCO Buying Guide. All inventories of items not selected for the 2020-2021 PINCO Buying Guide shall be removed by Member Districts no later than September 15, 2020 or as any discontinued item(s) age-out; Member Districts are asked to utilize and/or trade inventoried product prior to purchasing additional products through the remainder of the SSFO feeding program and summer school if (as) scheduled.

MOTION: _____ **SECONDED:** _____ **VOTE: YES** ___ **NO** ___

7. AWARD: PINCO RFP #09/20-21 PURCHASED ITEMS DELIVERED TO PINCO DISTRICTS

Background: Lead Agency to provide report and recap information regarding PINCO RFP #09/20-21, Purchased Food Products Delivered Direct to PINCO Member Sites. Based upon the information provided, it is recommended PINCO's Advisory Committee direct the Lead Agency to award the most responsive Vendor as determined through the PINCO Best Value Scoring matrix and market basket cost analysis and further shall forward this recommendation for approval by the Antelope Valley Union High School District.

MOTION: _____ **SECONDED:** _____ **VOTE: YES** ___ **NO** ___

8. DISCUSSION: ADDITIONAL RFP FOR PRODUCTS NEEDED UNDER CURRENT SERVING MODEL(S) IN 2020-2021

Background: Over the past six weeks, Member Districts have pivoted in their sponsorship in response to COVID-19 and school closure. While there is uncertainty with regard to the timeline for school reopening, it CDE and LACOE have begun exploring options and scenarios for school reopening including serving models under social distancing and safety protocols. There seems to be consensus that regardless of the environment students would consume their meals on campus, foods would be required to be served in a pre-wrapped, unitized fashion. With the 2020-2021 PINCO Buying Guide established, the Lead Agency recommends PINCO's Advisory Committee consider soliciting an additional Request for Proposal for any products in the upcoming year that were not included in PINCO's original RFP solicitations. As determined and as directed, the Lead Agency shall solicit a RFP with products requested by Member Districts.

MOTION: _____ **SECONDED:** _____ **VOTE: YES** ___ **NO** ___

9. UPDATE: DOD TRANSFER OPTION

Background: The Service Center has revised the PINCO Interagency Exchange Form aka: PINCO Transfer Form for the sale/trade/purchase of DOD entitlement between Member Districts. The form, which will be available May 1st must be signed by all parties and submitted to the Service Center and Lead Agency for processing. The timeline for transfer of DOD entitlement is 48 hours and requires balance adjustments performed by CDE, not PINCO and will not be processed without authorized signatures and verification of available funds to be transferred.

Note- CDE will perform its annual sweep of any unused DOD entitlement on/around May 15, 2020. Swept dollars are available to each Member District as well as any other agency participating in the DOD program until the fund has been depleted. Please contact the Lead Agency for assistance in identifying Member Districts who are currently seeking additional DOD dollars to support their program.

INFORMATION ONLY

10. REPORTS FROM ADVISORY COMMITTEE MEMBERS/LEAD AGENCY

11. UPCOMING MEETING DATES:

MAY 14, 2020 2:00PM- 2020-2021 BUDGET, DISTRIBUTION IFB & CALENDAR

(EXECUTIVE COMMITTEE MEETING TO BE SCHEDULED ONE HOUR PRIOR TO EACH MEETING)

12. MOTION TO ADJOURN: _____ SECONDED: _____ VOTE: YES ___ NO ___