



PINCO ADVISORY COMMITTEE MEETING
JUNE 16, 2016
10:00AM
PINCO SERVICE CENTER
3019 16TH STREET
BAKERSFIELD, 93301

MINUTES:

- 1. SIGN-IN: 10:20 A.M.**
22 Members Present

2. APPROVAL: ADOPTION OF AGENDA.

Recommendation: It is recommended Advisory Committee adopt the June 16, 2016 Advisory Committee Meeting Agenda as presented.

Panama Buena Vista (Requestor) asked for Items #8 & #9 to be removed from Agenda.

Greenfield asked for the third time to have the minutes for the December 9, 2016, on agenda for approval at the next Advisory meeting.

MOTION: BARSTOW SECONDED: Bakersfield City PASSED

The Advisory Committee meeting scheduled for December 9, 2015 was postponed to December 17, 2015 due to Legal Counsel's inability to summarize on-going negotiations with vendor. December 9, 2015 Agenda states in Approval of Agenda a recommendation to postpone meeting to December 17, 2015; December 17, 2015 Agenda was approved with December 9, 2015 Agenda Items incorporated into overall Agenda where Minutes from December 17, 2015 were approved on January 28, 2016. Minutes noting postponement of meeting from December 9, 2015 to December 17, 2015 will be formally approved at the Advisory Committee meeting scheduled for September 15, 2016.

3. APPROVAL: ADVISORY COMMITTEE MEETING MINUTES

Recommendation: It is recommended Advisory Committee approve the Advisory Committee Meeting Minutes of April 14, 2016 as presented.

MOTION: Palmdale SECONDED: Delano Elem PASSED

4. 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

5. APPROVAL: ADDITIONAL ITEMS 2016-2017 PINCO BUYING GUIDE

Background:

Don Lee Farms- Based on additional Student taste testing with favorable ratings the following items are being proposed in consideration for inclusion in the 2016-2017 PINCO Buying Guide.

CNQ 62103 Reduced Sodium Whole Grain Breaded 100% Beef Fingers (4 pcs. = 1 serving) \$29.64/case
QSC 328P Whole Grain Sunrise Sausage & Cheese Breakfast Sandwich, IW \$66.76/case

These items would draw down from diverted pounds per the EPDS provided. More items available for processing through awarded vendors provides increases options for greater use of entitlement as well as added variety in menu planning for Member Districts.

Recommendation: Lead Agency recommends the Advisory Committee accept the inclusion of the above items from Don Lee Farms into the 2016-2017 PINCO Buying Guide.

MOTION: Delano Elem SECONDED: KCSOS PASSED

Motion adding Land O'Lakes item, #44115, Reduced Fat Co-Jack Cheese Cubes as a "MUST PULL" was added to the two Don Lee Farms items recommended.

6. APPROVAL: PARLIAMENTARY TRAINING

Background: As placed on the Agenda and discussed at Executive and Advisory meetings this year, the Lead Agency and Member Districts have expressed interest in conducting a training session covering the Brown Act of 1953, Robert's Rule of Order and Parliamentary procedures. PINCO Members had recently attended the California School Nutrition Association's Leadership Training where the topic was presented. Those who attended this session thought Lorenzo Cuesta PRP, Professional Registered Parliamentarian was an ideal candidate for presenting this topic(s) to PINCO's Advisory Committee.

The Lead Agency has contacted Mr. Cuesta and requested a quote to provide a one-day training in the areas mentioned. Mr. Cuesta would charge \$300.00 plus one night's lodging for this training. If approved, the Lead Agency would schedule training on a date/location provided by the Advisory Committee.

Recommendation: It is recommended the Advisory Committee authorize the Lead Agency to schedule Lorenzo Cuesta PRP in training of Brown Act, Robert's Rules of Order and Parliamentary procedure for PINCO Member Districts.

MOTION: Delano Elem SECONDED: Palmdale PASSED

6. 2016-2017 PINCO CALENDAR:

Background: In accordance with Joint Powers Agreement Section Seven, Subsection A, PINCO's Advisory Committee is obligated (and encouraged) to conduct open public meetings concerning key decisions and policy. The Lead Agency is proposing the following dates as a template for Executive/Advisory Committee Meetings.

Lead Agency requests Advisory Committee determine three additional dates for scheduled "In-Service" Trainings. PINCO would appreciate Member District assistance to facilitate room/host services for these 3-hour sessions:

- PINCO Policy and Best Practice- Supply Ordering/Commodity Tracking (early September)
- Open Meeting Protocol and Parliamentary Procedures (October)
- Understanding PINCO Financial Reporting/Budget (January-February)

2016-2017 Advisory Committee

September 15, 2016	PINCO Service Center, Bakersfield	Gen. Business/Best Practice Training
October 25, 2016	PINCO Service Center, Bakersfield	Agreement Re-cap & Brown Act Training
December 7, 2016	Antelope Valley Fairgrounds, Lancaster	Pre-Show "Trade" Meeting

December 8, 2016 PINCO FOOD SHOW, AV Fairgrounds

December 15, 2016	PINCO Service Center, Bakersfield	Food Show Re-Cap Meeting
January 19, 2017	PINCO Service Center, Bakersfield	2017-2018 Bid Planning
February 9, 2017	PINCO Service Center, Bakersfield	2017-2018 Pre-Planner
March 23, 2017	PINCO Service Center, Bakersfield	2017-2018 Bid Awards
April 20, 2017	PINCO Service Center, Bakersfield	2017-2018 Buying Guide
May 18, 2017	PINCO Service Center, Bakersfield	Budget/Calendar
June 15, 2017	PINCO Service Center, Bakersfield	Year-End General Session

2016-2017 Executive Committee

September 1, 2016	PINCO, Administrative Offices, Lancaster	Gen. Business
October 12, 2016	PINCO Administrative Offices, Lancaster	Gen. Business
December 7, 2016	Antelope Valley Fairgrounds, Lancaster	Gen. Business
January 11, 2017	PINCO Administrative Offices, Lancaster	Commodity Update/Bid Prep
March 8, 2017	PINCO Administrative Offices, Lancaster	2016-2017 Bid Re-Cap
April 6, 2017	PINCO Administrative Offices, Lancaster	Budget/Calendar, Gen Bus.
May 10, 2017	PINCO Administrative Offices, Lancaster	Gen. Business, Budget
June 8, 2017	PINCO Administrative Offices, Lancaster	Year End Gen. Business

Recommendation: It is recommended Advisory Committee approve the proposed calendar and select three dates for Member District trainings, with changes and additional selected dates (as noted in schedule above).

MOTION: Barstow SECONDED: Bakersfield City PASSED

Greenfield and Palmdale questioned the number of Executive Committee meetings proposed being less than number proposed for Advisory Committee meeting. Notwithstanding the absence of language specifying the number of Executive Committee meetings in relation to Advisory Committee meetings, there were additional Executive Committee meetings placed onto the schedule per discussion/agreement.

7. SHORT REPORTS: PINCO SUB-COMMITTEES AT YEAR END

INFORMATION ONLY

No reports from Sub-committees.

~~8. PINCO PERFORMANCE SELF EVALUATION FOR MEMBER DISTRICTS~~

~~Background: the Executive Committee feels that it would be beneficial for member districts to perform a self-evaluation using the same format used for the Lead District/Agency. Attached are copies of the “Responsibilities of Executive Committee (Officers & Regional Reps)” and “Responsibilities of Member Districts/Advisory Committee” along with a copy of the “PINCO Performance Self-Evaluation for Member Districts” being proposed as reference?~~

~~INFORMATION ONLY~~

~~9. REVIEW: LEAD AGENCY PERFORMANCE EVALUATION~~

~~Background: Pursuant to JPA Section Seven, Subsection A (2), PINCO’s Advisory Committee is to “Periodically review the performance of the Lead District (Agency) with respect to the exercise of its responsibilities pursuant to this Agreement and recommend appropriate changes. The PINCO Advisory Committee may act to remove the Lead District (Agency) and replace it with another Member District through the amendment process pursuant to Section Fourteen of this Agreement.~~

~~INFORMATION ONLY~~

10. REPORTS/COMMENTS/UPDATES FROM PINCO ADVISORY COMMITTEE MEMBERS:

Sysco Frozen Vegetable Recall discussed; suggestion made to supply Sysco with “direct” contact information to help reduce miscommunication from vendor (Sysco was contacting District’s delivery locations in addition to “Nutrition Offices” spurring confusion at the site level.

Pilgrim’s Pride- Lead Agency is working with vendor to identify product available for opening orders. Until further notice, please submit orders for GoldKist as directed; PINCO will advise Member Districts as to product availability and ordering timelines as PINCO is provided updated information.

ACDA Report- Lead Agency will distribute recap of 2016 Conference through e-correspondence.

11. FAREWELL: JOYCE IS RETIRING FROM WILSONA!

Membership enjoyed celebrating Joyce's retirement with refreshments and presented Joyce with a basket of goodies from the membership.

12. ADJOURN: MOVED: Palmdale SECONDED: Delano Elem