



PINCO ADVISORY COMMITTEE MEETING
SEPTEMBER 19, 2019
10:00AM
PINCO SERVICE CENTER
3019 16TH STREET
BAKERSFIELD, CA 93001

MINUTES

- 1. SIGN-IN: (16)**
- 2. ADOPTION OF AGENDA 10:15AM**

Adoption of September 19, 2019 Advisory Committee Meeting Agenda as presented.

MOTION: PANAMA SECONDED: KERNVILLE VOTE: PASSED

- 3. ADOPTION: ADVISORY COMMITTEE MEETING MINUTES OF JUNE 13, 2019**

MOTION: WILSONA SECONDED: BCSD VOTE: 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.

- 5. UPDATE: PINCO CARRYOVER USAGE “AT-PROCESSOR” IN ADVANCE OF OCTOBER 31ST SWEEPS**

Background: Lead Agency to recap Member District opening usage at-processor. Per CDE and FDP policy, inventory at each processor will carry over to SY 2019–20 and remain available for use until October 31, 2019, at which point ALL remaining pounds will be swept from each district/co-op and transferred into a California Excess Account at the processor. Inventory in the California Excess account at each processor becomes available on a first come, first serve basis. As in past practice, the Lead Agency will communicate and work with processors with any potential risk of sweep in order to avoid loss of any entitlement.

INFORMATION ONLY

- 6. APPROVAL: USDA COMMODITY PURCHASE FROM REMAINING ENTITLEMENT BALANCE**

***Item moved to #7**

- With conversion it transfer will be only one (1) truck load for Frozen Cheddar instead of two(2)**
- Transferring MB’S to Sunny Fresh will not help with sweep**
- Hold off on DOD money transfer to see if extra truck load of Cheddar from Michael B’s will be needed.**

Background: Based on 2019-2020 entitlement purchases and FMV adjustments, PINCO has a remaining balance of \$555,000.00 to spend on USDA Foods. PINCO’s Commodity Sub-committee met to review current balances and usage at processors and direct delivery schedules in order to bring a spending recommendation to PINCO Member Districts.

The following purchase recommendation is being brought before PINCO’s Advisory Committee for consideration with remaining entitlement reserved for DOD Produce (with recommended purchase, estimated at \$107,000.00):

	Estimated FMV:
Barrel Cheese – Two Truckloads to J.T.M. Provisions (81K lbs.)	\$176,000.00
Liquid Frozen Egg – Two Truckloads to Michael Foods (96K lbs.)	\$100,000.00

Frozen Cheddar – Two Truckloads to Michael B’s (80K lbs.)	<u>\$172,000.00</u>
Total	\$448,000.00

MOTION: KERNVILLE SECONDED: PANAMA VOTE: PASSED

7. UPDATE: MICHAEL B’S – ENTITLEMENT RECONCILIATION

*Item moved to #6

INFORMATION ONLY

8. NOMINATION-APPOINTMENT: REGION FOUR ALTERNATE

NOTES:

-JOHN CHAVOLLA, DELANO UNION HAS BEEN NOMINATED AS ALTERNATE

Background: Region Four to nominate-appoint an Alternate from the assigned grouping of Member Districts.

MOTION: PANAMA SECONDED: WILSONA VOTE: PASSED

9. UPDATE: PINCO SUB-COMMITTEE AGENDA FOR 2019-2020

Background: Prior to beginning the 2019-2020 PINCO meeting schedule, the PINCO Executive Committee met to discuss PINCO’s priorities how PINCO Sub-committees can work on behalf of membership in understanding and providing recommendations for Member District’s consideration. The following topics and areas of focus were identified to bring to the Sub-committee’s attention in order to schedule meetings and report out as needed:

Commodity-

- Menu Planning utilizing USDA Foods
- Sweep Advisement – Work w/Member Districts to Maximize Usage
- Member Survey of USDA Direct Delivery & Performance/Usage of Diverted Commodities
- Entitlement Spending
- DOD

Bid-

- Interest Survey Members of 2020-2021 RFP Schedule; Including Broad-Line & Non-Food Paper
- Review of PINCO RFP Language re: Compliance

Futures-

- Teleconferencing
- Fork Lift Replacement
- Review Tenant Improvement Options (ex. Restrooms/Breakroom)
- Review & Update Transportation RFP Language in lieu of 2020-2021 Solicitation (Contracted Services)

J.P.A./Policy-

- PINCO Procedures Manual Revision
- Lead Agency Self-Evaluation
- Policy/Procedural Tools through Links on Website

PINCO’s Executive Committee and Lead Agency will work with each Sub-committee to determine a Lead for each along with direction in scheduling first meeting(s) and timeline(s) in reporting-out.

PINCO Advisory Committee Member Representatives and Staff are encouraged to sign up for a Sub-committee. More participation equates to greater perspective on how Policy and Procurement should be implemented to maximize benefits within the Co-Operative. There will be sign-up sheets available at today’s meeting or you can e-mail Marilou Onaindia, PINCO First Vice President and request to join one or more Sub-committee(s) .

INFORMATION ONLY

10. UPDATE: PINCO BUYER RECRUITMENT & SUMMER STAFFING REPORT

Alejandro Lopez will fill position with start date of October 1st

INFORMATION ONLY

11. SUB-COMMITTEE REPORTS

Commodity - Bid - Futures - Sunshine - J.P.A/Policy - Food Show

12. REPORTS FROM ADVISORY COMMITTEE MEMBERS/LEAD AGENCY

NOTES:

-NEW HOTEL FOR PINCO SHOW- HAMPTON INN

13. UPCOMING MEETING DATES:

2019-2020 PINCO MEETING CALENDAR

EXECUTIVE COMMITTEE

ADVISORY COMMITTEE

October 3, 2019

October 17, 2019

December 4, 2019 Food Show Meeting – Lancaster

December 5, 2019 PINCO Food Show – Antelope Valley Fairgrounds

December 12, 2019 (Advisory Committee Only)

January 16, 2020

January 30, 2020

February 6, 2020

February 20, 2020

March 5, 2020

March 19, 2020

April 2, 2020

April 16, 2020

May 7, 2020

May 21, 2020

June 4, 2020

June 18, 2020

Executive Committee Meetings held at 44809 Beech Avenue Lancaster, CA 93534

Advisory Committee Meetings held at 3019 16th Street Bakersfield, CA 93001

All meetings scheduled to begin at 10:00AM

14. ADJOURN: 11:21AM

MOTION: WESTSIDE SECONDED: DELANO

Bake Crafters		Orders placed in 19/20: 6
2018-19 EOY	72150.7	
Adjustments		
Total 18/19 carryover	62061.39	
Average #'s per Delivery	4213.04	
Number of Trucks by 10/31	8.00	
Pounds used as of 9/13/19	16,852.16	17/18 Roll-Over: n/a
Amount still required used by Oct 31	45,209.23	Threat of Sweep: HIGH

Don Lee Pork		Orders placed in 19/20: 6
2018-19 EOY	76587.86	
Adjustments		
Total 18/19 carryover	73773.7	
Average #'s per Delivery	7370.84	
Number of Trucks by 10/31	4.00	
Pounds used as of 9/13/19	29,483.34	17/18 Roll-Over: 84665.08
Amount still required used by Oct 31	44,290.36	Threat of Sweep: POSSIBLE

Land O' Lakes		Orders placed in 19/20: 4
2018-19 EOY	105102.09	
Adjustments		
Total 18/19 carryover	104599.72	
Average #'s per Delivery	9978.29	
Number of Trucks by 10/31	7.00	
Pounds used as of 9/13/19	19,956.58	17/18 Roll-Over: 76327.37
Amount still required used by Oct 31	84,643.14	Threat of Sweep: HIGH

Sunnyfresh		Orders placed in 19/20: 6
2018-19 EOY	126743.47	
Adjustments		
Total 18/19 carryover	93574.52	
Average #'s per Delivery	6152.3	
Number of Trucks by 10/31	9.00	
Pounds used as of 9/13/19	30,761.50	17/18 Roll-Over: 125667.55
Amount still required used by Oct 31	62,813.02	Threat of Sweep: HIGH

Tyson Beef		Orders placed in 19/20: 5
2018-19 EOY	211582.85	
Adjustments		
Total 18/19 carryover	153454.87	
Average #'s per Delivery	18395.81	
Number of Trucks by 10/31	4.00	
Pounds used as of 9/13/19	55,187.43	17/18 Roll-Over: 216919.44
Amount still required used by Oct 31	98,267.44	Threat of Sweep: POSSIBLE

Yang's		Orders placed in 19/20: 5
2018-19 EOY	137928.34	
Adjustments		
Total 18/19 carryover	114780.59	
Average #'s per Delivery	15222.9	
Number of Trucks by 10/31	3.00	
Pounds used as of 9/13/19	55,187.43	17/18 Roll-Over: 119766.7
Amount still required used by Oct 31	59,593.16	Threat of Sweep: POSSIBLE

PINCO SUB-SUB-COMMITTEES OVERVIEW

- **Bid Sub-committee- October-May:**

Review performance and fulfillment of PINCO agreements prior to PINCO Food Show.

Establishes scheduling of solicitations with Lead Agency.

Reviews solicitation(s) and make changes to language as needed for compliance and competitiveness.

Collaborates with Commodity Sub-committee re: Processor option(s) in solicitation(s).

Works with PINCO Staff in response openings and vetting activities in order to make recommendations to PINCO Membership.

- **Commodity Sub-committee – Year-Round:**

Assesses FDP and Processor Offerings with Lead Agency and PINCO Staff and make recommendations to PINCO Membership.

Reviews Member District allocations and Processor balance(s) re: Carryover and Fall Sweep.

Work with Lead Agency related to on-going purchase opportunities through the CDE/USDA (i.e. Bonus, Non PINCO sweeps remaining surplus entitlement).

- **Futures Sub-committee – Year Round:**

Works with Lead Agency and PINCO Staff in to assess and address facility issues, including but not limited to; lease agreement, equipment, storage, maintenance and technology.

Works with Lead Agency and PINCO staff to address logistic activity and services as needed.

- **J.P.A./Policy Sub-committee – Year-Round:**

Addresses J.P.A. and PINCO Procedural issues and opportunities as they relate to the effective management of the cooperative.

- **Food Show Sub-committee – August-January:**

Work in the planning, coordination and organization of PINCO's Food Show. Sub-committee communicates with Member Districts as needed for gift baskets, plans Food Show Dinner Reception and develops communication announcements for Member Districts in their respective communities. Sub-committee shall support PINCO Staff in set-up and assist in welcoming Vendors to the Food Show and address issues as needed.

- **Sunshine Sub-committee – Year-Round:**

Sub-committee performs as an outreach-resource for the cooperative in support of Member Districts. Activities include, but are not limited to assisting Member Districts in local sponsorship and recognizing member transition (welcoming and retirements).

**PINCO ADVISORY COMMITTEE MEETING
THURSDAY, SEPTEMBER 19, 2019
SIGN-IN SHEET**

MEMBER DISTRICT	REPRESENTATIVE
ACTON-AQUA DULCE USD	D. Buechner
ALISAL USD	
AVUHSD	J. Smith / Christina Reynolds
ARVIN USD	
BAKERSFIELD CITY SD	Goodman / Galbraith
BEARDLSEY SD	R. Herrera
BIG PINE SD	
BISHOP USD	
DELANO ELEM SD	J. Smith
DELANO HS DISTRICT	
EARLIMART SD	
EASTSIDE USD	
EDISON SD	
EL TEJON USD	
FAIRFAX SD	Y
GREENFIELD USD	
KEPPEL USD	
KERN COUNTY SUPT	
KERVILLE USD	Handwritten signature
LAMONT SD	
LANCASTER SD	Debra A. Candlish
LONE PINE SD	
LOST HILLS SD	R. Smith
MC FARLAND SD	
MOJAVE SD	
NORRIS SD	Karen Boytrane
PALMDALE SD	Alexandra Woods
PANAMA-BUENA VISTA SD	M. Medina
RICHLAND SD	
SOUTH FORK USD	
STANDARD SD	Tracy Dougherty
TAFT CITY SD	R. R.
TAFT UHSD	
TEHACHAPI USD	
VINELAND SD	
WESTSIDE USD	Handwritten signature
WILSONA SD	Handwritten signature

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ARVIN USD	
BAKERSFIELD CITY SD	Goodman / Ghalib / Aduma
BEARDLSEY SD	
BIG PINE SD	
BISHOP USD	
DELANO ELEM SD	J. Smith
DELANO HS DISTRICT	
EARLIMART SD	
EASTSIDE USD	
EDISON SD	
EL TEJON USD	
FAIRFAX SD	
GREENFIELD USD	
KEPPEL USD	
KERN COUNTY SUPT	
KERNVILLE USD	John Smith
LAMONT SD	
LANCASTER SD	Debra A. Cardeh
LONE PINE SD	
LOST HILLS SD	Reid
MC FARLAND SD	
MOJAVE SD	
NORRIS SD	Karen Bertrand
PALMDALE SD	Alexia Woods
PANAMA-BUENA VISTA SD	M. M. M. M. M.
RICHLAND SD	
SOUTH FORK USD	
STANDARD SD	Tracy Dougherty
TAFT CITY SD	R-R
TAFT UHSD	
TEHACHAPI USD	
VINELAND SD	
WESTSIDE USD	Nancy Smith
WILSONA SD	

