



**PINCO ADVISORY COMMITTEE MEETING
THURSDAY DECEMBER 17, 2015
10:00AM
PINCO SERVICE CENTER
3019 16th STREET BAKERSFIELD, CA 93301**

MINUTES:

1. SIGN-IN, ROLL-CALL

10:55 am, 21 Members present

2. APPROVAL: ADOPTION OF AGENDA.

Recommendation: It is recommended Advisory Committee adopt the December 17, 2015 Agenda as presented.

MOVED PANAMA BV SECONDED BAKERSFIELD CITY VOTE: YES

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 PANAMA BV SECONDED DELANO ELEM YES

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

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: (1 case)

Lead Agency will send a letter to work with Sysco Foods of Ventura on items with maximum limits and the costs related to those items on the bid.

6. RE-CAP: 2015 PINCO FOOD SHOW

The 2015 PINCO Food Show was a huge success. We had sold-out all available tables and added a few where possible. There was a record number of students in attendance as well as educational stakeholders and governing agencies including LACOE and CDE representatives who saw PINCO at its best. PINCO’s Food Show Sub-committee did a fantastic job in planning and staging the event for our vendors and guests; Appreciations to Panama Buena Vista for another solid job with entertainment and the biggest appreciations to Lisa Castorena in her coordination and direction of the Food Show.

INFORMATION ONLY – NO ACTION TAKEN

Lead Agency reported on the success of the Annual Food show and expressed appreciation to all involved in the planning and preparation.

Thanks to KCSOS for the news video. Great job to all who spoke! Lead Agency is working to get the link on the website for those who missed the news.

**7. REVIEW PINCO FOOD SHOW DIRECTOR PACKETS CONTENTS:
DIRECTOR'S AND STUDENT'S NOTES FOR INFORMATION**

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)

Based on last year's timeline, CDE will have the 2016-2017 Pre-Planner ready to distribute late-January/early February. This does impact determining foods/amounts that could be diverted to current vendors and categories opened for bid. Bid and Commodity Committees will communicate with Advisory moving forward. Lead Agency and First Vice President will coordinate with the Bid and Commodity Sub-committees to develop a schedule/calendar for 2016-2017 meeting all designated deadlines.

INFORMATION ONLY - NO ACTION NECESSARY.

Smucker's would like to be included future bids again. Request for multi pack in juices and a good price on "knife & fork pack" along with sporkette. Bid Sub-committee to meet and discuss what needs to be added or taken away from bid. Members should contact Bid Sub-committee members before meeting with requests.

8. 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

Lead Agency reported mid-January completion for the website completion. Lead District is still waiting on a quote for services from ISITE, which Lead Agency has requested.

9. 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 had 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. Written summary will be posted with Minutes.

INFORMATION ONLY- NO ACTION NECESSARY

Lead Agency addressed Greenfield's concerns dated December 9, 2015.

Lead Agency reported there was not enough time to get the bid committee together for a meeting. Concerns of ordering "brown box", which requires a full truck load, verses sending entitlement dollars to processors, which orders are shipped to the warehouse as needed. Brown box fees (outside storage) should be taken into consideration. Lead district presented "Pinco Costs for Outside Storage" broad sheet for information.

Information provided regarding semi-annual inventory and ins/outs during the holiday break schedule.

10. NEW ITEM/QUESTIONS FOR DISCUSSION

Farewell and best wishes in her retirement to Kathrin Luton.

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

2015-2016 Advisory Committee

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 EASTSIDE SECONDED PALMDALE