



**PINCO ADVISORY COMMITTEE MEETING**  
**THURSDAY, MAY 19, 2022**  
**10:00 AM**  
**PINCO SERVICE CENTER**  
**3019 16TH STREET**  
**BAKERSFIELD, CA 93301**

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(s):

Video call link: <https://meet.google.com/pqu-rbab-whc> Or dial: (US) +1 567-234-0130 PIN: 217 998 551#

**1. SIGN-IN:**

**2. ADOPTION OF AGENDA**

Adoption of the May 19, 2022 Advisory Committee Meeting Agenda as presented.

**MOTION:** \_\_\_\_\_ **SECONDED:** \_\_\_\_\_ **VOTE: YES** \_\_\_ **NO** \_\_\_

**3. ADOPTION: ADVISORY COMMITTEE MEETING MINUTES OF APRIL 21, 2022**

Adoption of the Advisory Committee Meeting Minutes of April 21, 2022 as presented.

**MOTION:** \_\_\_\_\_ **SECONDED:** \_\_\_\_\_ **VOTE: YES** \_\_\_ **NO** \_\_\_

**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. FIRST VICE PRESIDENT’S REPORT**

**INFORMATION ONLY**

**6. BUYER’S REPORT**

**INFORMATION ONLY**

**7. ACTION: PINCO 2022-2023 OPERATIONS BUDGET PROPOSAL**

The Lead Agency requests PINCO’s Advisory Committee review the proposed operational budget for 2022-2023 and direct the Lead Agency to agendize for formal approval with the Antelope Valley Union High School District.

**MOTION:** \_\_\_\_\_ **SECONDED:** \_\_\_\_\_ **VOTE YES:** \_\_\_ **NO** \_\_\_

Background: The Lead Agency has provided PINCO's Advisory Committee with its operational budget based on current and projected expenses. Expense estimates for 2022-2023 reflect current conditions with respect to increased food-supply costs and demand from Universal Feeding in the upcoming school year. Staffing expenses reflect current staffing as PINCO's Executive Committee continues to review staffing at the Service Center with possible changes occurring in the coming year.

**8. ACTION: STOREKEEPER III - PTE TO FTE**

The Lead Agency requests PINCO's Advisory Committee to consider expanding the part-time Storekeeper III position to a full-time, eight-hour schedule to increase productivity and coverage at the Service Center.

**MOTION:** \_\_\_\_\_ **SECONDED:** \_\_\_\_\_ **VOTE: YES** \_\_\_ **NO** \_\_\_

Background: The need for a second, full-time Storekeeper III position at the Service Center has become more apparent over the past year with increasing inventories and overall warehouse demands. In addition to providing the additional hours of "floor time" needed on an ongoing basis, converting the current part-time Storekeeper III position to full-time provides the Lead Agency and PINCO Staff scheduling flexibility when staff is off schedule.

**9. ACTION: ESTABLISHMENT OF DELIVERY SCHEDULE AHEAD OF YEAR-END INVENTORY**

The Lead Agency requests PINCO's Advisory Committee consider developing a timeline for scheduled deliveries in June to provide adequate time to conduct year-end inventories.

**MOTION:** \_\_\_\_\_ **SECONDED:** \_\_\_\_\_ **VOTE: YES** \_\_\_ **NO** \_\_\_

Background: As of the posting of this Agenda, PINCO inventories are at 114,000 cases; 14% above PINCO's typical capacity during the school year and 30% over historical counts as schools wind-down the school year. The increased inventories have required PINCO to increase its outside storage at Kern Ice and additional shuttling of product(s) to keep up with rotations. Unfortunately, with current inventory levels and more deliveries scheduled before year-end, there is not enough space at the Service Center to adequately manage inventories.

The Lead Agency is proposing PINCO Member Districts schedule its remaining orders for the 2021-2022 school year prior to June 1, 2022 to provide PINCO Staff the opportunity to stage-segregate deliveries for the final month of the year. Advancing delivery requests would provide the time needed to conduct a comprehensive year-end inventory prior to PINCO's annual audit the last week of June. Flexibilities can be applied to allow for Member Districts to "add" pending product deliveries to their June order(s) as product arrives in the final month of the year.

**10. ACTION: KIT FUNDING AUTHORIZATION FOR PINCO INFRASTRUCTURE IMPROVEMENTS**

The Lead Agency requests PINCO's Advisory Committee consider use of CDE's Kitchen Infrastructure and Training funds allocated to PINCO LEAs for investment in capital improvements at the Service Center as authorized.

**MOTION:** \_\_\_\_\_ **SECONDED:** \_\_\_\_\_ **VOTE: YES** \_\_\_ **NO** \_\_\_

Background: Subsequent to the rollout of the Kitchen Infrastructure and Training funding program, the Lead Agency received approval from CDE for PINCO LEAs to use KIT funds for authorized equipment and improvements in order to address food storage, warehousing and distribution activities. Accompanying this Agenda is a list of projects broken out by fair-share contribution that have been approved and/or are in-progress along with additional recommendations. As directed, the Lead Agency has developed a procedure to bill and report all PINCO expenses using KIT funding for Member District accounting purposes given these are "State," not Federal monies.

This proposed investment would have an immediate impact in reducing membership's administrative expenses in addition to increasing operational efficiency and safety.

While the Lead Agency appreciates PINCO LEA's immediate needs using KIT funding, it is important to bring this opportunity to the attention of membership due to the urgency of attention required at the Service Center in addition to the short timeline LEAs have to use KIT funds prior to June, 2023.

#### **11. ACTION: 2022-2023 FOOD SOURCE TRANSPORTATION EXTENSION**

The Lead Agency requests PINCO's Advisory Committee review the extension proposal provided by Food Source Transportation for services in 2022-2023 for the second of four optional roll-over years and direct the Lead Agency to respond accordingly.

**MOTION:** \_\_\_\_\_ **SECONDED:** \_\_\_\_\_ **VOTE: YES** \_\_\_ **NO** \_\_\_

Background: Food Source Transportation has offered to continue its service(s) to PINCO in 2022-2023 under the following conditions:

- Exercise option of the 5% overall fee increase as detailed in the contract.
- Fuel surcharge of \$3,000.00 per month (total, not per vehicle)

The fuel surcharge is conditional and will only be in effect when price at-the-pump for diesel is above \$5.00 per gallon.

Food Source Transportation did not request the 5% option in 2021-2022 but has stated it must in order to keep up with increasing costs on every level of its budget model.

#### **12. ACTION: 2022-2023 SYSCO FOODS OF VENTURA EXTENSION(S)**

The Lead Agency requests PINCO's Advisory Committee review the extension proposals provided by Sysco Foods of Ventura (Sysco) and bring any counter proposal and recommendations to the Lead Agency for further action as determined.

**MOTION:** \_\_\_\_\_ **SECONDED:** \_\_\_\_\_ **VOTE: YES** \_\_\_ **NO** \_\_\_

Background: Sysco is proposing a fee-for-service model versus the percentage upcharge used historically under PINCO's agreement(s). A fee-for-service pricing structure under the broad line agreement would be a first for PINCO. The distributor has provided a comparison to show FFS savings when matched to products currently being purchased under the agreement. Under FFS, Sysco would be obligated to provide manufacturer documentation justifying any pricing changes and provide options under FFS conditions when available.

Additionally, Sysco is requesting a reduction in the PINCO order guide. Sysco's goal is to streamline its vendor list with manufacturers who have proven to be more responsive in meeting the needs of program operators in areas of lead times, product availability and moderating pricing increases.

Sysco is keeping its case minimum unchanged.

Sysco is confident FFS will be to Member District's advantage from a pricing standpoint as well as from an audit-reporting standpoint and is willing to perform a mid-year-to-mid-year cost comparison in January 2023 and revisit the agreement if, or as needed.

#### **13. ACTION: 2022-2023 PINCO MEETING CALENDAR**

Lead Agency requests PINCO's Advisory Committee forward its recommendation for the 2022-2023 Executive and Advisory Meeting Calendar to the Service Center for its regularly scheduled open-meetings.

**MOTION:** \_\_\_\_\_ **SECONDED:** \_\_\_\_\_ **VOTE: YES** \_\_\_ **NO** \_\_\_

Background: The Lead Agency has provided membership with survey results regarding preferred day-time options. While attendance via e-communication will continue as an option for PINCO Meetings, the Lead Agency will also continue to provide a safe and collaborative environment for in-person meetings at the PINCO Service Center and Administrative Offices for all meetings as posted.

#### **14. ACTION: VENDOR PRESENTATION AHEAD OF 2022-2023 PURCHASE(S)**

The Lead Agency is requesting PINCO’s Advisory Committee to consider the request from member’s earlier in the year, to schedule in-person presentations of 2022-2023 Buying Guide items by awarded Vendors and for them to also provide information regarding entitlement usage and ordering in the upcoming year.

**MOTION:** \_\_\_\_\_ **SECONDED:** \_\_\_\_\_ **VOTE: YES** \_\_\_ **NO** \_\_\_

Background: The suggestion for Vendors to present prior to Member Districts submitting opening POs would be valuable in being able to “see” the products in next year’s Buying Guide and for menu planning purposes. Presentations could be agendized for the final Advisory Committee meeting scheduled for June 16, 2022.

Vendor presentations would be limited to a reasonable timeline based on the number of product(s) each manufacturer has in the Buying Guide. In consideration of space and timeline(s), Vendors will be asked to provide care-package samples only of the items available awarded.

**15. REPORTS FROM ADVISORY COMMITTEE MEMBERS-LEAD AGENCY ON CALSNA INDUSTRY CONFERENCE**

**16. UPCOMING MEETING DATES:**

| <u>Executive Committee</u>   | <u>Advisory Committee</u> |
|--|---------------------------|
| September 2, 2021  | September 16, 2021        |
| October 7, 2021  | October 21, 2021          |
| <del>DECEMBER 1, 2021 PINCO FOOD SHOW TRADE MEETING &amp; VENDOR RECEPTION</del> |                           |
| <del>2021 PINCO FOOD SHOW — DECEMBER 2, 2021</del>                               |                           |
| <del>December 16, 2021 (Advisory Committee Only)</del>                           |                           |
| January 13, 2022   | January 27, 2022          |
| February 3, 2022   | February 17, 2022         |
| March 2, 2022  | March 17, 2022            |
| April 6, 2022  | April 21, 2022            |
| May 4, 2022  | May 19, 2022              |
| June 1, 2022   | June 16, 2022             |

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