



North County Educational Purchasing Consortium

Administrative Committee Meeting Minutes September 14, 2016

Districts in attendance:

Kara Allegro, Fallbrook Union Elementary School District
Doug Gilbert, San Dieguito Union High School District
Debbie Kelly, Oceanside Unified School District
Alexis Kohler, Bonsall Unified School District
Lynne Kotas, San Marcos Unified School District
Teresa Wacker, Palomar College
Sharon Clay, Cajon Valley Union School District

1. Call to Order

Lynne Kotas called the meeting to order at 2:23 p.m.

2. Agenda Items for the October 5, 2016 Board Meeting

- a. Approve July 6, 2016 Administrative Committee Meeting Minutes
- b. Approve August 3, 2016 Board Meeting Minutes
- c. Approve September 14, 2016 Administrative Committee Meeting Minutes
- d. Approve October 5, 2016 Treasurer Report
- e. Old Business
 - i. Training
 - ii. Paperless process
 - iii. Student Privacy
- f. New Business
 - i. SB-1405 - Integrated Pest Management
- g. Upcoming Bid Discussion
- h. Approve Award of LCD Projector Lamps Bid
- i. Approve Award of Paper – Print Shop Bid
- j. Approve Award of Audio Visual Bid
- k. Acclamations
- l. Round Table Discussion

3. Round table discussion:

Doug Gilbert discussed unit pricing construction bids. Doug Gilbert stated that per the SDCOE Commercial Warrants Department, this type of bid is only good for one year but his District is extending them from year to year. What are other Districts doing? Are other Districts experiencing scrutiny from the County Warrants Department on matters that may be considered “gray areas” from a legal standpoint?

Debbie Kelly stated that Oceanside will be meeting with the SDCOE Warrants Department on September 15th to discuss various issues they are experiencing.

Lynne Kotas stated that frustrations Districts are experiencing with the SDCOE Warrants Department should be communicated to the Warrants Department Manager but how should this be communicated, as a group or as individual Districts? Would it be possible to partner with the County Office Commercial Warrants Department to provide legal council for all Districts to utilize as was done in the past?

Teresa Wacker mentioned it may be a good time to put a process in place to help Districts work with the SDCOE Commercial Warrants Department. New procedures may need to be discussed as things have changed with the implementation of PeopleSoft and due to the many new employees in Districts as well as at the County Office.

4. Adjournment

Lynne Kotas adjourned the meeting at 4:02 p.m.