



NORTH COUNTY EDUCATIONAL PURCHASING CONSORTIUM
BOARD MEETING MINUTES
October 5, 2016

Debbie Kelly, Vice President, called the meeting to order at 8:33 a.m.

Pledge of Allegiance

Member Districts in attendance:

- *Bonsall Unified School District – Alexis Kohler
- *Carlsbad Unified School District – Michelle Johnson
- *Del Mar Union School District – Brenda Gachuz
- *Encinitas Union School District – Sher Hoff
- *Escondido Union High School District – Sheri Walden
- *Escondido Union High School District – Gabriela Robles
- *Escondido Union School District – Vickie Howe
- *Mira Costa Community College District – Peggy Stroika
- *Mira Costa Community College District – BB Boynton
- *Oceanside Unified School District – Debbie Kelly
- *Palomar College – Teresa Wacker
- *Poway Unified School District – Gayle McCormick
- *Ramona Unified School District – Doris Fitzpatrick
- *San Dieguito Union High School District – Douglas Gilbert
- *San Marcos Unified School District – Lynne Kotas
- *San Marcos Unified School District – Nick Brizeno
- *San Marcos Unified School District – Hillary Guillot
- *San Pasqual Union School District – Ginny Robinson
- *Valley Center-Pauma Unified School District – Lauren Holt
- *Vista Unified School District – Mythe Huynh

Associate Member District in attendance:

- *Cajon Valley Union School District – Sharon Clay
- *San Diego Unified School District – Andrea O'hara
- *San Diego County Office of Education – Kimberly Castagnola
- *San Diego County Office of Education – Ashlee Venice
- *San Diego County Office of Education – Guiselle Carreon

Also in attendance:

- *Concepts School & Office Furnishings – Tony Whetstone
- *Office Depot – Mitch Guarneros
- *Office Depot – Steve Estes
- *Office Depot – Lillian Piper
- *Office Solutions – Fern Helms
- *Virco – Mark Friesz

1. Approval of Agenda (D/A):

Brenda Gachuz moved to approve the agenda with the addition of Amendment #2 to the Office Supply Bid. Motion seconded by Vickie Howe. Motion carried unanimously.

2. Welcome Guests (D):

Debbie Kelly welcomed everyone and asked that they introduce themselves and the company they represent.

3. Approve August 3, 2016 Board Meeting Minutes (D/A):

Debbie Kelly moved to approve the August 3, 2016 Board Meeting Minutes as presented. Motion seconded by Sher Hoff. Motion carried unanimously.

4. Approve September 14, 2016 Administrative Committee Meeting Minutes (D/A):

Debbie Kelly moved to approve the September 14, 2016 Administrative Committee Meeting Minutes as presented. Motion seconded by Teresa Wacker. Motion carried unanimously.

5. Approve July 6, 2016 Administrative Committee Meeting Minutes (D/A):

Item tabled.

6. Approve Treasurer's Report for October 5, 2016 (D/A):

Doug Gilbert presented. Peggy Stroika moved to approve the treasurer's report as presented. Motion seconded by Brenda Gachuz. Motion carried unanimously.

7. Old Business (D):

1. Training: Janay Greenlee and Guiselle Carreon are looking for topics. Guiselle Carreon mentioned that per her discussion with Janay Greenlee, a new buyer training and a contract and RFP development training may occur in the future.
2. Paperless Process: Nothing to discuss at this time.
3. Student Privacy: Lynne Kotas discussed student privacy and the new legislature as well as use of student privacy addendums.

8. New Business (D):

1. Debbie Kelly mentioned SB-1405 which became effective July 1, 2016. The bill applies to any products that are pesticides and requires special training for individuals using pesticides. Many products that previously were not considered to be pesticides are included in the definition of a pesticide, such as antibacterial wipes, sanitizing wipes, disinfectant wipes. Because these types of wipes are often used in the classroom by teachers, the teachers would need to be trained. Sharon Clay mentioned that online training is available.

9. Upcoming Bid Discussion (D):

- Data Processing Supplies Bid: Estimated usage request will be sent out in the next few weeks. No changes are planned for the bid at this time.

10. Approve Award of Audio Visual Bid (D/A):

Debbie Kelly presented. Peggy Stroika moved to award bid as presented. Motion seconded by Alexis Kohler. Gayle McCormick had a question about item #115, stating that the warranty information in the description is different than the warranty information listed under warranty. Debby Kelly will clarify this possible typographical error. Motion carried unanimously.

11. Approve Award of LCD Projector Lamps Bid (D/A):

Sharon Clay presented. Brenda Gachuz moved to award bid as presented. Motion seconded by Teresa Wacker. Motion carried unanimously.

12. Approve Award of Paper – Print Shop Bid (D/A):

Teresa Wacker presented. Teresa Wacker mentioned that there would be a change to the Kelly Paper fax number which she will send out to the group soon. Peggy Stroika moved to award the bid as presented. Motion seconded by Lynne Kotas. Motion carried unanimously.

13. Approve Amendment #2, Office and Classroom Supplies Bid (D/A):

Sher Hoff presented. Lynne Kotas moved to award the amendment as presented. Motion seconded by Michelle Johnson. Motion carried unanimously.

14. Acclamations (D):

None.

15. Round Table Discussion (D):

Brenda Gachuz reminded everyone of the CASBO Fall Conference. It will be held at the Escondido Performing Arts Center on October 21, 2016.

Debbie Kelly asked Guiselle Carreon how long it would be before a legal opinion is received about bidding vs. RFP's for CNS. Guiselle Carreon stated that it would be some time before this would be cleared up as there are a number of attorneys and agencies working on it. Guiselle Carreon also mentioned that Districts should use caution when utilizing piggyback bids to ensure that the ones used conform to California law and Districts need to keep in mind that you cannot piggyback on services.

Guiselle Carreon stated that AB-2316 was signed by the Governor on September 23rd regarding lease/leaseback. Districts are encouraged to work with legal counsel if they are planning a lease/leaseback project as this bill will alter the process.

16. Adjournment (D/A):

Moved: Alexis Kohler

Seconded: Sher Hoff

Motion carried unanimously

Time: 9:32 a.m.