

March 14, 2013 Meeting Minutes

MEETING
OF THE SUPERINTENDENT'S
SPLOST OVERSIGHT COMMITTEE

Sam Moss Center, 1780 Montreal Rd Tucker GA, 30084

March 14, 2013

Vice Chair, Mr. K. Williams called the meeting to order at 6:14pm.

Present at the meeting were: Narwana D. el-Shabazz, B.R. "Billy Ray" Jones, Kirk A. Nooks, Kerry Williams, Delilah Wynn-Brown, Christine Avers, Charlie Rogers, Cathy Blakeney, Wyvern Budram, Herman Lorenz and Kimberly Mitchell. Absent was: Paul Baisier.

DCSD staff also present: Joshua Williams, John Jambro, Daniel Drake, and Jessica Leterle.

INTRODUCTION OF NEWLY APPOINTED MEMBER

Mr. Herman Lorenz is introduced by the Vice Chair to other Members and present DCSD staff.

APPROVAL OF AGENDA

Motion to approve agenda by the Vice Chair, Members approved.

APPROVAL OF FEBRUARY 21 MEETING MINUTES

Motion to approve Minutes by the Chair, Members approved.

MONTHLY STATUS REPORT PRESENTATION

By Mr. John Wright

High points from MSR presented: Booking and scheduling of summer work; Fine tuning scopes and budgets; Topping out ceremony at Chamblee HS; Status of obligations

PROCUREMENT PROCESS PRESENTATION

By Mr. John Jambro and Mr. John Wright

The step-by-step process for procurement is presented to the Committee. Clarifications were made regarding pre-approval process; the frequency of the initiation of the pre-qual process for vendors; how the pre-qualification process is advertised by DCSD; the purchasing policy – DJE (which can be found on eBoard); the use of bulk purchasing to reduce cost – ex HVAC systems; how guide specs for schools are developed using historical data with curriculum in mind (which will be used as foundation for Prototypes). The procedural process of selection committee was then explained.

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Motion to adjust timing listed on previously approved agenda by C. Blakeney, seconded by C. Avers.
Motion approved.

FIRST REPORT TO BE CREATED BY COMMITTEE

A discussion was held amongst the Members to go over questions or comments for their first report. Ms C. Blakeney hit the highlights of the first draft, and explained that it will be a general report of what the Committee has done thus far. Questions and comments should be forwarded to Chair.

Discussion of Additional Info Needed from DCSD Staff

Mr. Rogers indicated that the removal of documents immediately after bid is awarded is too soon, documents should be left up for a year. Mr. J. Williams suggests that CIT setup a website for the prototypes to house this kind of documentation and that the Committee should add this into March 31st report as Committee recommendation. A discussion over the security concerns of leaving info up for too long was considered. Ms. D. Wynn-Brown, requested a report of awards be made available. Mr. J. Williams indicated that this information is available on eBoard, but it can be made available to Members by DCSD staff. The DCSD staff needs to develop report for INACTIVE projects for Members to review. Mr. B. Jones suggested that if comments are sent to Chair, they should be added as addenda to the agenda. Ms. D. Wynn-Brown suggested that Action-Items be added as well.

Review of Audit by Cherry Beakert

A motion was put forth to move this item to the next meeting so questions can be forwarded to Cherry-Beakert. The motion was approved.

OTHER BUSINESS

An update was given by Mr. J. Jambro on the Elementary School Prototype and the opportunity for community input. Mr. Jambro indicated that the firm CGLS had been awarded the contract for this work (contract negotiations were underway). Environmental assessments will be underway in the next 60 days. The Committee inquired about opportunities for community input. Mr. Jambro indicated there would be a number of opportunities and the Committee would be made aware. Ms. Wynn-Brown asked if the new EPA Guidelines for school siting are being used.

The Committee recommended the development of a website, which would be available for a community review and input. Meetings for community input should be appropriate in number and well advertised. It was also recommended that although a lot of information is made available online for a number of issues, consistent and clear communication to the public is critical to recapture trust and accountability through well advertised, transparent processes.

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The next agenda should include discussion of retreat for Members for more in depth information.

There was another discussion of extending the term for Committee Members (as new Board and interim Superintendant are both now in place).

ADJOURN

Vice Chair moved to adjourn at 8:06p.m. Members consented and the meeting adjourned.