

Meeting Minutes of January 25, 2022

Members Present: Sheryl Drinkwater, Carla Schneiderman, Damien Park
Wade Skeels, Ken Berland, ~~Alejandro Pimentel~~ and Ty Alper

Staff Present: John Calise, Chanita Stevenson and Carol Pacheco

Guests Present: Kelli Jurgenson, Prachi Amin, Chris Moreno, and Cal Walsh

Call to Order: The meeting was called to order at 6:02 PM.

Roll Call: Members Park, Schneidermann, Skeels, Drinkwater, Berland, ~~Pimentel~~,
and Alper all present except Member Pimentel.

Staff roll call - All Present

2. Approval of Agenda: 6:03PM

Motion by Member Drinkwater to approve the agenda
Member Park seconds the motion
Motion carried - all in favor
Motion Passes

3. Public Comments:
a. No public attendees

4. Approval of Meeting Minutes from November 9, 2021, approved at 6:07PM.

Motion to approve by Member Drinkwater
Second to approve by Member Schneiderman
Motion carried and motion passes

Approval of Meeting Minutes from December 14, 2021, approved at 6:08PM.

Member Skeels moves to approve
Chair Drinkwater seconds
All in favor
Motion passes

5. Discussion: Committee By-Laws.

- a. John Calise would like to note we need to amend the BY-Laws to update the change of address of Facilities from Oregon Street to Parker Street.

- b. Member Park would like to present the changes to the BY-Laws. He thinks the secretary language has been agreed upon. It will stay the same as is for Section 17
 - c. The Secretary may request aid from the District. Member Skeels clarifies for John Calise. John Calise states that the District will need to post the notices as per the Brown Act requirements. ASAP is too vague and the Board won't accept this.
 - d. For Section 18 the Agenda creation Process, Member Park would like to own this process, and that is the majority of the change that he has put forth. Kelli will update the language for Section 18 Item 4 and Item 2a
 - e. Director Alper is concerned with the language as it is written by Member Park and does not think it will pass the Board written as such. Directing staff is a problem. Bad policy. He suggests Member Park and either CBOC Members review the language of the P and O committee which is written quite well and can be useful as a guide.
<https://www.berkeleyschools.net>
 - f. Search for Planning and Oversight Committee @ berkeleyschools.net
<https://www.berkeleyschools.net/departments/bsep/planning-and-oversight-committee/>
 - g. Member Park asks the rest of the committee if they would be interested in drafting the Agenda? Damien thinks the committee should be able to create and control the agenda.
 - h. John Calise pushes back on Damien John would need longer for Staff to upload to the website.
 - i. Member Berland thinks the committee can agree on reasonable language and expectations.
 - j. Director Alpers suggests members look at other committee by-laws to get an idea of successful and effective language.
 - k. Reviewing the P & O to be continued
 - l. Member Schniederma thinks there needs to be 4 weeks for staff to receive. She is also not comfortable with the language.
 - m. The committee will coordinate with District staff to create the agenda.
 - n. Chanita Stevens wants the committee to keep in mind there are some calendar items that need to take place at certain meetings and we need to create space for these meetings to be included in the Agenda.
 - o. Change the Agenda to 4 weeks.
 - p. P and O stands for Policy and Oversight. The BY-Laws need to go to the Board and we are getting feedback from a Board Member.
 - q. Member Skeels suggests the wording to say, "The Committee will coordinate with Staff to create the Agenda."
6. Action: Process for adding items to the agenda
- a. Review process and confirm moving forward
 - b. presentation of policy regarding community inquiries by Member Schniederma - **postponed until the Agenda and By-Laws have been finalized and adopted. These policies are interconnected.**
7. Staff report VPCS:
- a. Kelli Jurgenson gives an update on the change Order Log
 - b. Kelli Jurgenson gives a presentation on Delivery Methods

8. Discussion Committee comments:
- a. Chair Drinkwater has a question about the Little Theater and The Community Theater and whether or not the Little Theater will be upgraded? John Calise responds that BUSD is working with the State to capture any additional funding in order to update the Little Theater because of the DSA seismic requirements. Kelli Jurgensen notes that we are being mindful to not move forward if there is no more state funding.
 - b. Member Drinkwater asks about Access Control Point at Berkeley High as a project and John Calise explains because BHS is an open campus the need for a Covid/temperature check for students before coming onto campus at Berkeley High School.
 - c. Member Park asks about purchasing parking from the City of Berkeley or leasing it for 50 years or something like that. that wouldn't run afoul of the Bond Language, would it? John replies it would not be a problem. Leasing is the least preferred because of return on investment.
 - d. Member Skeels asks about the relocation of Operations.
 - e. John replies we are Looking for warehouses to house several different divisions most likely will not all be together because of building availability issues.
 - f. Member Skeels asks about moving projects around to accommodate other pressing needs. Shifting priorities to accommodate the Plant Operations move.
 - g. John answered we are working on cash flow currently and will assess what the availability of funding is.
 - h. Member Skeels asks what drives the choices the District makes? How does the District choose projects and what gets funding etc.
 - i. John points out the facilities needs assessment- that determines what infrastructure needs are. There is also a master plan put together by community members students, teachers ets.
 - j. Director Alper thinks it is important to understand the process of how the Bond money is going to be spent and what will be prioritized.
 - k. Put Oxford on the Agenda
 - l. John will invite Marcus Hybser from HY architect to come to the next meeting.

9. Action: Approval of the resolution to meet remotely 2/15/22 - 3/15/22

Motion to move by Member Scniedrman
Second by Member Skeels
All in favor
Motion carries

10. Discussion: Next meeting is March 8, 2022 anything to add on the next agenda:
- a. Oxford
 - b. Bond Project Selection Presentation

- c. By-Laws (change of Facilities address needed to update By-Laws) and Member Schneiderman's Presentation

Adjournment: The meeting adjourned at 7:14PM.