

State of Maryland
Interagency Committee on School Construction
MEETING MINUTES

August 30, 2016

Meeting called to order: 9:00 am

A meeting of the Interagency Committee on School Construction was held at 200 W. Baltimore Street, Baltimore MD, 8th Floor CR #1 on August 30, 2016.

Attendees

- Dr. Karen Salmon – State Superintendent - Chair
- Ms. Wendi Peters – Secretary of MD Dept. of Planning – Member
- Mr. Ellington Churchill – Secretary of MD Dept. of General Services – Member
- Ms. Barbara Hoffman – Public Member

Members not in attendance

N/A

Approval of minutes

Section I – Approval of MinutesNONE

Section II – Discussion Items and Deferred Items

- A. Maintenance Inspection ProgramNO ACTION
- B. Executive Director – Qualifications and Process for SelectionNO ACTION
- C. Baltimore County Public Schools: Request for Waiver to Solicit Bids for A/C Projects Prior to Project Approval by BPWDEFERRED

Section III – Approval of Contracts

- See summary in Section IIINONE

Section IV – Approval of SitesNONE

Section V – Approval of Property TransfersNONE

Section VI – Approval of Accounting Adjustments

- A. Audit ExceptionsNONE
- B. Project Allocation ReversionsNONE
- C. Cancellation of Contract Award.....NONE
- D. Closed Projects.....NONE

- E. Funding Amendments.....NONE

Section VII – Approval of Other Items.....NONE

Section VIII (A) – Information: Change OrdersNONE

Section VIII (B) – Information: Property TransferNONE

Section VIII (C) – Information: Other/Name Change/Educational FunctionNONE

MEETING MINUTES Continued

Section IX Fund AdjustmentsNONE

Unfinished business


IAC Members will reconvene on September 15, 2016.

New business

Announcements

NONE

Meeting Adjourned: 11:00 am



August 30, 2016

Recording Secretary

Date of approval

IAC Meeting – August 30, 2016

In summary, the IAC met on August 30, 2016 to discuss the items presented on the agenda. During the meeting each Section Item was discussed and resulted in the following:

Section II A – Maintenance Inspection Program

- IAC members decided to allow more time to review the chart provided and send their comments back to Ms. Joan Schaefer and Dr. Karen Salmon for further discussion at the next IAC meeting scheduled on September 15.

Section II B – Executive Director Position

- The IAC made the decision to advertise for a permanent Executive Director position instead of an Interim Executive Director.
- IAC members discussed details regarding the Job Announcement, job duties and the MS 22 Job Description. It was decided that the members will send their comments back to Ms. Joan Schaefer within one week in order to present this at the IAC's next meeting on September 15.
 - *Please note: the date of distribution of the items for the September 15 meeting is September 8. To allow time to integrate everyone's notes/comments, the comments are needed today, September 6, if possible. If you expect to have comments, but cannot provide them today, please let us know when you expect to send them to us.*
- It was also discussed that Ms. Joan Schaefer and staff research the possibility of using a search firm for advertising or seeking a specific pool of candidates, and compile a list of organizations and school system contacts for use in advertising the position. This item will also be reconsidered at the next IAC meeting on September 15.
- Members were also asked to provide feedback on the Steps, Selection Committee, and Timeframe listed on the item.

Section II C – Baltimore County Public Schools: Request for Waiver to Solicit Bids for Air Conditioning Projects Prior to Project Approval by Board of Public Works

- IAC members had discussion regarding the COMAR regs in place and Secretary Wendi Peters suggested making a motion to defer the Item until the next IAC meeting on September 15, to allow the members more time to review the Item since it was expedited so quickly.

The next IAC meeting for September 15 has been scheduled to be in Annapolis, in House Appropriations room number 120.