

Meeting Minutes – August 12, 2021

Call to Order:

Chair Kasemeyer called the video-conference meeting of the Interagency Commission on School Construction to order at 9:03 a.m.

Members in Attendance:

Edward Kasemeyer, Appointee of the President of the Senate, Chair
Superintendent Mohammed Choudhury, Maryland State Department of Education
Secretary Ellington Churchill, Department of General Services
Linda Eberhart, Appointee of the Speaker of the House
Gloria Lawlah, Appointee of the President of the Senate
Dick Lombardo, Appointee of the Governor
Secretary Robert S. McCord, Maryland Department of Planning

Members Not in Attendance:

Denise Avara, Appointee of the Governor
Brian Gibbons, Appointee of the Speaker of the House

Public Comment:

There was no public comment.

IAC Correspondence:

Robert Gorrell, Executive Director of the Interagency Commission on School Construction, referred the IAC members to correspondence in the agenda from County Executive Johnny Olszewski, Jr., who wrote the IAC to express some concerns regarding the implementation of the Built to Learn Act. The IAC sent a response, dated August 4, 2021, and also included in the agenda. The IAC has not received any additional feedback.

1. Consent Agenda – **[Motion Carried]**

Upon a motion by Ms. Eberhart, seconded by Mr. Lombardo, the IAC voted unanimously to approve the consent agenda.

A. Approval of the July 8, 2021 Minutes

To approve the minutes of the July 8, 2021 Interagency Commission on School Construction Meeting.

B. Summary of Contract Awards

To approve contract procurement as presented.

C. Approval of Revisions to Previously Approved Contracts

To approve the revisions to previously approved contract awards to accurately reflect adjustments to the State and local participation in the contract amounts.

D. Project Closeouts

To approve the final State project costs as presented and to remove the projects from the active project detailed financial report.

E. Project Allocations Reversions

To approve the reversion of the amounts identified to the appropriate statewide appropriation account.

F. Correction to a Previous Agenda Item

To approve revisions to previous agenda item accounting actions as presented in the item.

G. Built to Learn Allocation Revisions

To approve the correction of the project allocation for the FY 2022 Built to Learn Maurice J. McDonough High School Renovation/Addition (PSC#08.009.22C)

H. Built to Learn Funding Worksheet - Hillsmere – [Informational Only]

I. Change Orders - [Informational Only]

J. Project Activity Report - CIP - [Informational Only]

K. Project Activity Report - ASP, SSGP, HSFF - [Informational Only]

2. Built to Learn Implementation Status Update – [Informational Only]

Cassandra Viscarra, Chief of Staff, presented an update on the implementation of provisions in the Built to Learn Act. Based upon questions from members of the Commission, IAC staff clarified that in the first bond issuance, projects funded in the program are required to include projects that are “B” status in the Capital Improvement Program, which means that the projects were eligible but deferred to fiscal constraints. Projects can be submitted on a rolling basis, or in conjunction with the CIP, going forward. Staff further clarified that LEAs and the IAC work collaboratively to look at needed projects and the most appropriate program or funding source, or combination of various programs or funding sources, makes the most sense to provide project funding.

3. Healthy School Facility Fund Administrative Procedures Guide Approval and Application Release – [Motion Carried]

Arabia Davis, Funding Programs Manager for the IAC, provided a summary of the draft revisions to the Healthy School Facility Fund Administrative Procedures Guide and available funding for FY 2021 and FY 2022. Upon questions and comments from Commission members, IAC staff clarified that any project to remediate levels of lead above 5 parts per billion are eligible, with priority based upon the amount of lead present. Staff agreed to consult with the Attorney General’s Office to ensure that the proposed instructions are in compliance with recent statutory changes.

Upon a motion by Secretary McCord, with a second by Secretary Churchill, the IAC voted unanimously to authorize the IAC staff to release the Healthy School Facility Fund (HSFF) Administrative Procedures Guide to solicit applications from LEAs and the Maryland School for the Blind for projects that will improve the health of school facilities and to evaluate project requests based on a competitive application process. IAC staff are authorized to make non-substantive edits as necessary.

4. FY 2022 Comprehensive Maintenance Plan Instructions – [Informational Only]

Alex Donahue, Deputy Director for Field Operations, presented new Comprehensive Maintenance Plan (CMP) requirements which were provided to LEAs on July 31, 2021. He explained the new components of the requirements, but also noted that some LEAs may struggle to provide all of the requested information this year and that IAC staff expect to exercise considerable flexibility in accepting CMPs this year that do not necessarily meet all of the requirements specified in the instructions.

5. Baltimore City E15M HVAC Project Status Report – [Informational Only]

Jamie Bridges, Planning Manager, presented an update on the status of Baltimore City HVAC projects.

Announcements:

Chair Kasemeyer noted that the IAC does not have bylaws, which might potentially govern the selection of a vice-chair or establishment of subcommittees. Staff has been asked to work with the Department of Legislative Services to propose draft bylaws to the Commission for consideration. Staff and DLS have also been asked to prepare informational presentations about the various responsibilities of the Commission. Finally, he announced that with uncertainty due to COVID-19, meetings will continue to be virtual at least through October.

Executive Director Gorrell announced that Kim Spivey, Deputy Director of Administration, is retiring effective September 1, 2021. Kim has worked for the IAC for more than 30 years and has pushed the IAC to improve and streamline and to support the IAC's customers to the best of the IAC's ability. Kim is leaving behind a legacy of continuous improvement and IAC Commission Members and staff wish her the best as she begins the next chapter of her journey.

Adjournment:

Upon a motion by Ms. Lawlah, seconded by Secretary Churchill, the IAC adjourned at 9:34 a.m.