**Public School Capital Construction Assistance Board Meeting Minutes**

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| **Date & Time:** | October 15, 2020, 1-3PM |
| **Location:** | Web – Microsoft Teams |

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| **Capital Construction Assistance Board Members:** | | |
| Scott Stevens - Chair | Vaishali McCarthy | Matt Samelson |
| Jane Crisler – Vice Chair | Allison Pearlman | Michael Wailes |
| Brian Amack | Brett Ridgway | Wendy Wyman |

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| I. | **Call to Order:** Meeting called to order by Scott Stevens at 1:02pm |
| II. | **Roll Call:**  Members Present: Brian Amack, Jane Crisler, Allison Pearlman, Vaishali McCarthy, Brett Ridgway, Matt Samelson, Scott Stevens, Michael Wailes, Wendy Wyman  Guests: Cathern Smith, AG’s Office, Mattie Prodanovic, Hilltop Securities |
| III. | **Approve Agenda:**  Motion moved: Brett Ridgway - Approve agenda  Second by: Michael Wailes  All for: Brian Amack, Jane Crisler, Allison Pearlman, Vaishali McCarthy, Brett Ridgway, Matt Samelson, Scott Stevens, Michael Wailes, Wendy Wyman  All opposed: None  Motion passed |
| IV. | **Approve Previous Meeting Minutes:** September 17, 2020  Motion moved: Jane Crisler - Approve previous meeting minutes  Second by: Brett Ridgway  All for: Brian Amack, Jane Crisler, Allison Pearlman, Vaishali McCarthy, Brett Ridgway, Matt Samelson, Scott Stevens, Michael Wailes, Wendy Wyman  All opposed: None  Motion passed |
| V. | **Board Report:**   * Scott: Attended the Lake City ribbon cutting recently. The event was great and the facility looks amazing. Thank you to Meg and BEST staff for their work on this project. |
| VI. | **Directors Report:**   * Welcome to Wendy Wyman, Executive Director of Mountain BOCES as the newest member of the CCAB. Wendy was appointed to the position by the General Assembly Speaker of the house. We are excited to have her. * Andy gave an overview of the ongoing COP work the staff is doing, including analyzing potential upcoming risks to the market and rates. * The team is working with the AG’s office to review and revise charter school contracts. * We’ve had six BEST schools open in the past few months, just in time for the new school year. Meeker, Swallows, Ricardo Flores Magon Academy, Lake City, Kit Carson, and Canon City’s Washington Elementary. Those celebrations have been cut back a bit. As expected. |
| VII. | **Action Items:**   1. Enter Executive Session   Motion moved: Jane Crisler - *I move that the Capital Construction Assistance Board convene in executive session to confer with its attorney to receive legal advice explaining the constitutional and statutory framework governing the crediting of money to the public school capital construction assistance fund and the appropriation of moneys in that fund as well as legal advice relating to the legality of the authorization of financial assistance awarded in a prior grant cycle, its structure, and the administration of the assistance awarded. Authorization for the Executive Session is in the Open Meeting Law, Section 24-6-402(3)(a)(II), C.R.S.*  Second by: Brett Ridgway  All for: Brian Amack, Jane Crisler, Allison Pearlman, Vaishali McCarthy, Brett Ridgway, Matt Samelson, Scott Stevens, Michael Wailes, Wendy Wyman  All opposed: None  Motion passed. Executive session entered at 1:21pm and adjourned executive session at 2:05pm   1. Rule Making: SB 20-124 School Construction Guideline Utility Consultation   Andy reviewed proposed rule changes and estimated timeline. The board gave feedback.  Motion Moved: Jane Crisler - *To conform to the requirements of section 22-43.7-107(2)(e) as amended by Senate Bill*  *20-124, I move to add Section 4.4.2.1.1 to the Public School Facility Construction Guidelines per the language of the October 15, 2020 Agenda Sheet. Additionally, prior to publication in the Colorado Register, I move to authorize technical*  *amendments and revisions to “Article 3– Codes, Documents and Standards incorporated by reference” and to other parts of the guidelines as may be necessary to satisfy the incorporation by reference requirements of the Administrative Procedures*  *Act as applied by the Office of Legislative Legal Services.*  Second by: Brett Ridgway  All for: Brian Amack, Jane Crisler, Allison Pearlman, Vaishali McCarthy, Brett Ridgway, Matt Samelson, Scott Stevens, Michael Wailes, Wendy Wyman  All opposed: None  Motion passed |
| VIII. | **Discussion Items:**   1. SWOT Analysis:    * The results of the SWOT analysis survey were reviewed. Board members gave feedback and suggestions. 2. FY22 Budget Discussion:    * The board discussed the anticipated budget reductions and the potential impact those would have on the BEST program. 3. Strategic Working Groups:    * This agenda item was tabled and will be discussed at the next CCAB meeting. |
| XI. | **Future Meetings:**   * + November 19, 2020, 1-3pm, Microsoft Teams   + December 17, 2020, 1-3pm, Microsoft Teams |
| X. | **Public Comment:**  None |
| XI. | **Adjournment:**  Motion moved: Brian Amack - Adjourn  Second by: Jane Crisler  All for: Brian Amack, Jane Crisler, Allison Pearlman, Vaishali McCarthy, Brett Ridgway, Matt Samelson, Scott Stevens, Michael Wailes, Wendy Wyman  All opposed: None  Motion passed Motion passed. Meeting Adjourned at 3:09pm |