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

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| **Date & Time:** | Thursday, April 20, 2023 - 1:00pm-3:30pm |
| **Location:** | Virtual – Microsoft Teams |

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

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| I. | **Call to Order:** Meeting called to order by Jane Crisler at 1:05pm |
| II. | **Roll Call:**  Members Present: Brian Amack, Kevin Haas, Allison Pearlman, Matt Samelson, Michael Wailes, Wendy Wyman, Jane Crisler  Absent: Brett Ridgway  Guests: Joe Peters, AG Office |
| III. | **Approve Agenda:**  Motion moved: Brian Amack - *Approve agenda with revisions as discussed.*  Second by: Vaishali McCarthy  All for: Brian Amack, Kevin Haas, Allison Pearlman, Matt Samelson, Michael Wailes, Wendy Wyman, Jane Crisler  Absent: Brett Ridgway  All opposed: None  Motion passed |
| IV. | **Approve Minutes:** March 16, 2023  Motion moved: Matt Samelson - *Approve minutes as written.*  Second by: Kevin Haas  All for: Brian Amack, Kevin Haas, Allison Pearlman, Matt Samelson, Michael Wailes, Wendy Wyman, Jane Crisler  Absent: Brett Ridgway  All opposed: None  Motion passed |
| V. | **Board Report:**   * Jane: She and Andy attended A4LE event focused on school finance. Good attendance and a lot of good information. |
| VI. | **Staff Report:**   * Andy shared photos from Facility Assessors and schools around the state. * Andy shared an update on Mapleton, the status of their bonds. They should be able to complete their contract and start their project soon. |
| VII. | **Discussion Items:**   1. Legislative Update    * Andy updated the CCAB on the most recent legislative session and potential legislation outcome and how they would affect the BEST program. 2. CCAB Conflict of Interest    * Joe Peters from the Attorney General’s Office walked through the conflict of interest rules and best practices with the CCAB members. 3. May Meeting Prep    * In preparation for the May meeting staff walked the CCAB through the following:      + Summary Book      + Evaluation Tool      + Waiver Evaluation Tools |
|  | **Action Items**:   1. Averaging CCAB Scores   Motion moved: Vaishali McCarthy - *I move to request that staff use average rank (as opposed to average score) when determining the final prioritized list of projects to receive financial assistance.*  Second by: Kevin Haas  All for: Brian Amack, Kevin Haas, Allison Pearlman, Matt Samelson, Michael Wailes, Wendy Wyman, Jane Crisler  Absent: Brett Ridgway  All opposed: None  Motion passed |
| VIII. | **Future Meetings:**   * May 15-17, 2023 – Microsoft Teams * June 15, 2023 (State Board, June 14-15 TBD) * July 20, 2023 – Microsoft Teams |
| IX. | **Public Comment:** None |
| X. | **Adjourn:** Meeting Adjourned by Jane Crisler at 3:29pm |