

CAPITAL CONSTRUCTION GOALS AND ACCOUNTABILITY COMMITTEE

**September 21, 2016
SCHOOL ADMINISTRATION BUILDING**

Committee Members in Attendance:

Mr. Steve Elswick	Mr. Allan Carmody
Ms. Dorothy Jaeckle (for Ms. Haley)	Mr. Randy Holmes
Ms. Carrie Coyner	Ms. Barbara Mait
Mr. Rob Thompson	Ms. Nita Mensia-Joseph
Dr. Edgar Wallin	Mr. Andy Scherzer
	Mr. Chris Sorensen

Others in Attendance:

Dr. Joe Casey
Dr. James Lane

A. OPENING REMARKS

Ms. Coyner called the committee meeting to order at 12:35 p.m.

B. APPROVAL OF AGENDA

Ms. Coyner stated she would like to add to the agenda an update on the Enon community meeting.

On motion of Mr. Thompson, seconded by Ms. Mait, the agenda was approved by the committee, as amended.

Ayes: Elswick, Jaeckle, Coyner, Thompson, Wallin, Carmody, Mait, Scherzer,
Sorensen and Joseph.
Nays: None.

C. APPROVAL OF COMMITTEE MEETING MINUTES/ACTION ITEMS

On motion of Mr. Elswick, seconded by Dr. Wallin, the minutes and action items from the August 17, 2016 meeting were approved by the committee.

Ayes: Elswick, Jaeckle, Coyner, Thompson, Wallin, Carmody, Mait, Scherzer,
Sorensen and Joseph.
Nays: None.

Dr. Casey and Mr. Holmes arrived at the meeting.

D. BUSINESS ITEMS

i. REPORT ON CONSTRUCTION – MONACAN HIGH SCHOOL

Ms. Joseph distributed a weekly progress report for the Monacan High School additions and renovations project. She stated the project is now 97 percent complete, so reports will now be on a monthly basis until all items on the punch list are completed and the final payment has been made.

Mr. Thompson expressed concerns relative to the delay in opening the gym due to the incorrect color of the lines painted on the floor.

Ms. Joseph stated it is her understanding that the colors that were off were a result of lighting issues. She further stated she would verify whether the painting has been completed and the first layer of polyurethane been provided.

Mr. Elswick noted that approximately \$122,000 of the items listed in the report were related to Building Inspection. He inquired whether these items should have been caught during the plan review and requested that Mr. Dupler review these costs.

**ii. REPORT ON SCHOOL CONSTRUCTION PROCUREMENT
TRANSITION TO COUNTY**

Mr. Mike Bacile provided a brief update of the school construction procurement transition to the county. He stated the process began in July 2015; the code revisions were adopted in September 2015; weekly work group and monthly steering committee meetings were held; and the transition was completed July 1, 2016. He further stated the cooperation and communication has been excellent, resulting in a more efficient process.

Ms. Joseph stated she has now confirmed that the painting and sealing of the Monacan High School gym floor was completed today.

Discussion ensued relative to initiatives to increase bidder participation, including reaching out to vendors who received RFP's but did not submit a bid, to try and determine their reasons for not responding.

Dr. Casey suggested that if we hear of great projects in other localities, we should expand our vendor list to include the contractors involved in those projects.

i.i.i. DEMONSTRATION ON WEB REPORTING TOOLS

Dr. Casey stated the demo that is being shared will result in transparency and timeliness in reporting the status of CIP projects.

Mr. Barry Condrey, Chief Information Officer, stated the web reporting tool is still being developed and should be available for citizens by the end of October.

Mr. Chris Long, GIS Analyst, provided a demonstration of the web reporting tool, which is hosted in the cloud and can easily be updated.

Discussion ensued relative to customization of the tool; updating of data; placing a link to the tool on both the county and schools' home pages to make it easy for county residents and school users' parents to access; and interaction of the web reporting tool with other apps in the Geospace gallery.

In response to Mr. Elswick's question, Mr. Condrey stated staff is currently working on a press release for Geospace, and when this specific app becomes available, staff will distribute a press release and also promote it through social media.

Mr. Elswick suggested that a section for questions, comments and feedback be made available through the app.

Dr. Casey stated additional communication strategies might include demonstrations at Board of Supervisors and School Board meetings, and notification of the app's availability at quarterly developers meetings, community meetings and county libraries.

Dr. Lane suggested promoting the app through School Messenger, which would be received by the parents of 60,000 students.

Mr. Condrey stated IST staff will draft a communications plan with the Communications and Media Department.

i.v. COMMITTEE STRUCTURE RECOMMENDATIONS

Dr. Casey provided a memo addressed to the four county-school joint committees, from both Dr. Casey and Dr. Lane, related to their review of the committees. He stated their goal was transparency and engagement between the government, schools and county, media and citizens. He stressed the importance of having substantive, productive and relative agendas. He further stated successes of the Capital Construction Committee include defining and working on the bond referendum projects, and transitioning procurement responsibilities to the county. He stated there is always a need to focus on capital projects among interested parties. He further stated he would have placed many of the items he has seen on the agenda for this committee on the agenda for what he would call a finance committee, or an audit and finance committee of county and schools, where they would be deliberated among other fiscal and operational issues that have an impact on the county or school system. He stated both the county and schools have fully functioning Citizen Budget Advisory Committees, and he is looking forward to working with them and expanding some of their scopes. He noted that he and Dr. Lane have discussed having the two separate Citizen Budget Advisory Committees meet jointly on an annual basis. He stated recommendations include a County-Schools Liaison Committee, which will meet twice a year, and merging of the Budget and Audit Committee, Capital Construction Goals and Accountability Committee and the Joint Benefits Committee into a singular committee called Audit and Finance Committee. He stated the name change reflects that the importance of audit is first and foremost, and noted that the Internal Audit Director would report directly to the School Superintendent and the County Administrator. He further stated the Audit and Finance Committee, if approved by the Board of Supervisors and School Board, will be fully functioning with a heavy agenda of important topics. He stated two of the citizen members on this committee currently serve on the Citizens Budget Advisory Committees, and the others are

welcome to be guests at those meetings. He further stated he will be making these recommendations to the Board of Supervisors on September 28.

Dr. Lane concurred with Dr. Casey's recommendations. He stressed the need for citizen engagement with the school division on school projects and stated the school division may be assessing the creation of a school facilities committee, noting that there is a Virginia School Board Association suggested policy around this type of committee. He further stated the names of committee members were suggested based on who currently serves on the joint committees. He noted that when the School Board approves the committee restructuring, the Audit and Finance Committee membership could change. He stated he and his staff fully support the proposed transition.

Ms. Jaeckle expressed concerns relative to topics being heard in closed session at committee meetings, which impacted other board members' districts, and those board members who were not committee members being unable to attend the closed session. She suggested that staff keep in mind how to overcome that transparency in advertising future committee meetings.

Mr. Scherzer stated the only other mandate of the committee was the element of revitalization and the leverage that both schools and county projects can add to the community, and how to move the county forward and protect it from possible aging at-risk communities. He cautioned that the county be vigilant about revitalization.

Dr. Casey concurred with Mr. Scherzer's comments relative to revitalization, noting that an opportunity exists with the upcoming Comprehensive Plan review process, as well as through strengthening the Citizens Budget Advisory Committees on the topical information.

Mr. Holmes stated providing citizen resources to the committees who could operate on an ad hoc basis would also be beneficial.

Mr. Elswick stated the school projects have elevated the need for revitalization. He assured Mr. Scherzer that the Board of Supervisors has made Dr. Casey aware of their concerns regarding the importance of revitalization.

Ms. Jaeckle stated we need to get a stronger footing on what is going to happen with old school sites when facilities are replaced at new sites, as well as what improvements are going to be made around the replacement projects.

Dr. Casey stated Dr. Lane might be receptive to county ad hoc experts and/or citizens with expertise in those areas who could assist the school facilities committee that he referenced.

Discussion ensued relative to measuring success in different categories in the various attendance zones, such as economic development, average job and salary, and then acting on the data.

Ms. Coyner stated she would like to see both boards be presented with indicators and agree on which indicators will be used moving forward to measure success with capital improvements, attracting and improving businesses, and improving schools.

Dr. Casey suggested focusing on ten key indicators that are real and we can be held accountable for. He stated the committee structure recommendations will be presented to the Board of Supervisors on September 28.

Dr. Lane stated the School Board will consider them on October 17.

Ms. Mait thanked Dr. Casey and Dr. Lane for the citizens' opportunity to provide their views on this committee.

i.v. ENON ELEMENTARY COMMUNITY MEETING UPDATE

Ms. Coyner stated parents, teachers and community members provided feedback at a community meeting at Enon Elementary School on August 15th regarding the proposed construction of a new school at the current site. She further stated based on that feedback, staff went back and looked at building the same prototype that all of the other schools are receiving. She further stated if everyone was relocated, the same prototype could be constructed on site. She stated community meetings were held this week at both Enon Elementary and Marguerite Christian Elementary, and the school communities are excited that they are going to be housed together at Marguerite Christian for approximately 18 months. She noted that Marguerite Christian is way under capacity and is expected to stay that way for a while. She stated everyone is excited about this opportunity and there was positive feedback.

Ms. Jaeckle stated she thinks a lot of lessons were learned through this process, and everyone agrees that improvements need to be made with the site selection process. She thanked Ms. Joseph for the solutions she offered.

Dr. Lane expressed appreciation to School Board in thinking through this, noting that the Enon Elementary teachers were so thankful that the School Board listened to their feedback regarding the school prototype.

E. NEXT MEETING AGENDA TOPICS

Based upon the committee structure recommendations, there will be no more stand-alone meetings of the Capital Construction Goals and Accountability Committee.

F. CLOSED SESSION (if needed)

A Closed Session was not needed at this time.

Mr. Scherzer thanked the Board and the School Board for the opportunity to serve on the committee and the education he received. He encouraged both boards to think about including PPEA as a tool in their toolbox for funding of school and county CIP projects.

Mr. Holmes thanked Mr. Elswick and Ms. Coyner for inviting him to serve on the committee, indicating that he has learned a lot and gained a tremendous respect for the service that both the school division and the county provides.

Mr. Elswick expressed appreciation to Mr. Holmes, Mr. Scherzer and Dr. Wallin for their service on the committee.

G. ADJOURNMENT

On motion of Mr. Scherzer, seconded by Mr. Holmes, the committee adjourned at 1:35 p.m.

Ayes: Elswick, Jaeckle, Coyner, Smith, Wallin, Carmody, Holmes, Mait, Scherzer,
Sorensen and Joseph.

Nays: None.