

APPROVAL OF MINUTES

MINUTES
CLARK COUNTY SCHOOL DISTRICT
SPECIAL MEETING OF THE BOARD OF SCHOOL TRUSTEES
BOND OVERSIGHT COMMITTEE
FACILITIES SERVICES CENTER, ROOM 606
1180 MILITARY TRIBUTE PLACE, HENDERSON, NV 89074

THURSDAY, OCTOBER 17, 2019

11:30 a.m.

Members Present

Charlton, Patricia
Douglass, Theresa
Earl, Debbie
Halsey, James
Konrad, Chad

Members Absent

Goynes, Byron
Gurdison, Robert
Jones, Walter

A recording of this meeting can be obtained by contacting the Facilities Unit at 702-799-0591.

1.01 FLAG SALUTE.

1.02 ROLL CALL.

Mr. James Halsey, Chair, called the meeting to order at 11:31 a.m.

1.03 ADOPTION OF THE AGENDA.

Mr. Halsey stated that the 3.07 agenda item titled 'Update on Off-Site Encumbrances and Expenses' will be postponed because the presenter, Linda Perri, is not available today.

Motion was approved to adopt and accept the October 17, 2019 agenda postponing item 3.07.

Motion: Charlton Second: Reynolds Vote: Unanimous

2.01 PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS.

Nothing.

3.01 APPROVAL OF THE MINUTES.

Motion to approve the September 19, 2019 minutes.

Motion: Douglass Second: Earl Vote: Unanimous

3.02 REPORTS BY STAFF AND/OR LIAISON REPRESENTATIVES.

None.

3.03 REPORT BY THE CLARK COUNTY BOARD OF SCHOOL TRUSTEES' LIASON.

None.

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3.04 REPORT AND DISCUSSION ON 2015 CAPITAL IMPROVEMENT PROGRAM STATUS REPORT. Mr. Foutz reported on the 2015 Capital Improvement Program (CIP) Summary Status Report, Revenues and Expenditures as of September 30, 2019, and the CIP Projects in Process as of September 2019.

3.05 STUDENT SAFETY AND BUILDING ENHANCEMENTS.

Chief Ketsaa: During the last legislative session the legislators voted to approve the school account and funds specifically there for social workers in schools, school police officers, and facility improvements. The school police in conjunction with the Grants Department applied for both grants regarding the school police officers and for the facility structure improvements. The initial amount for facility structure improvements is \$789,000. We were awarded that amount to conduct facility safety assessments regarding infrastructure. So it's not going to be about school climate or school police. We have a company that the district entered into contract with to conduct the assessments of the schools. They have approximately 14 assessors and will start on Monday, October 21st. The first phase will be 302 schools that are covered under the grant. Some of the things they will be looking at will be signage, fencing, glass doors, alarms, access cameras and point of entry. They will provide an interim report to the District. The report will be finalized by December 6th and a final report will be provided. The District has a very short turn-around period to rank in order how they want to spend the money on improvements. There is a \$12 million 'pot' that is to be used statewide and the District will request a major portion of that.

Mr. Lazaroff: The improvements that they recommend are we limited to just the grant money or will it spill over into the bond money?

Chief Ketsaa: The grant money can be used, it has to be spent by June 30, 2021. All of the work has to be completed and the money spent.

Ms. Earl: Who determines the rank?

Mr. McKinnis: Until we understand what the assessments entail, we don't know how to rank it.

Mr. Konrad: What's the consultants' basis for the assessment? Is it federal regulation or is it their discretion of what they deem to be in need, how does that work?

Chief Ketsaa: They have been in the business for quite some time. They are a part of National Best Practices, they are recommended by the Department of Education and they've been doing it for so long they have a pretty good idea of what they're looking at.

Mr. Konrad: Who is the consultant?

Chief Ketsaa: It's the School Safety Advocacy Council. They have been doing Washoe County for the last few years so they are familiar with our state statutes.

Ms. Charlton: Of the 302 schools that are being looked at, that doesn't encompass all of the district schools, is that correct?

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3.05 STUDENT SAFETY AND BUILDING ENHANCEMENTS (cont.)

Chief Ketsaa: No, we had the ability to secure some district funds that we have in our budget currently that will cover the remaining schools. All schools will have an assessment. To be eligible for any of this \$12 million dollars the school has to have an assessment. The grant specifies that.

Mr. Wagner: I don't think it should be misconstrued that we are not doing currently, every day, projects to ensure the safety of our students. Just yesterday Dave and I met with a camera company that has the technology to look at camera systems at Chaparral. The safety of our students is at the forefront. I don't want to be misconstrued that bond funds are not being spent on safety.

Mr. Reynolds: Of the \$12 million that we have a chance to be rewarded, does the project have to be completed or does the money just have to be spent?

Chief Ketsaa: From what I understand the project has to be completed and the money has to be spent by June 30, 2021. We did get awarded 30 police officers total, 20 this year and 2 sergeants, and 10 police officers next year and 1 sergeant next year. We will be working really hard to recruit, hire and train them.

3.06 REPORT ON OFF-SITE ENCUMBRANCES AND EXPENSES.

Mr. Foutz presented the committee with a Report on Off-Site Encumbrances and Expenses. This was in regard to an item on Motions and Taskings that the staff wanted removed titled Funding of Future Land Acquisitions/Off-Site Improvements.

Trustee Wright arrived at 12:04 p.m.

3.07 UPDATE ON THE SOUTHERN NEVADA PLANNED LAND MANAGEMENT ACT.

To be brought to the Bond Oversight Committee at the next meeting.

3.08 PRESENTATION AND DISCUSSION ON THE PROJECT APPLICATION FORM.

Mr. Wagner: Originally when you asked us to bring this forward it was a review of the process of approving site-funded projects. The district has decided to revise that process and remove that responsibility from Operations Managers to Construction Management. The presentation today will explain that process that is currently on-going. I think it is December 1st that my department will take over the process.

Mr. Wagner reviewed the current modification process which is the Facilities Modification CCF-414 approval process. He stated that these are not funds that are paid by bond and that this process would sometimes take over a year to make it to cabinet and through the approval process.

Mr. Wagner reviewed in detail the 414 process using E-Builder and stated that staff has made a commitment to complete this process within 30 days meaning that from the time it originated to the time it goes to the Regional Superintendent or Cabinet depending on the value of the project will be 30 days or less.

Trustee Wright: So this is just for site-funded projects. This is not to be used for replacing the carpet in the band room because it's been 20 years.

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3.08 PRESENTATION AND DISCUSSION ON THE PROJECT APPLICATION FORM (cont.)

Mr. Wagner: This is specifically for site request projects.

Mr. Lazaroff: We're talking about \$25,000 projects.

Mr. Wagner: No this is for any project that a school requests. We've had site-funded projects for \$1 million dollars all the way down to the \$25,000.

Ms. Douglass: In the past I've never had to pay the per hour fee. We don't get donations because we are not a high-risk school. Now I have to come up with the extra money to pay our own District employees to help us with the projects that we're paying for by selling cookies and doing extra fund raisers. So now if you're not an at-risk school we won't be able to do any site-funded projects

Mr. McKinnis: The site-funded projects if it's contracted out then you pay the contractor. It's the same type of fees that you would be paying the Construction Management team. The thing is, with Facilities staff you're getting charged back that hourly rate as well.

Ms. Douglass: How am I getting it back?

Mr. McKinnis: You're getting charged for it. Anytime there's a site-funded project from any of my staff whether it's plumbers, electrical, and so on, it gets charged back to the school. It's included in the total cost package.

I have been here a little over 4 months. The important thing to remember is that I have seen numerous site-funded projects that are over a year old and I wonder why they are not done already. It goes back to what Jeff was saying. The Operation Managers job is to make sure that that school is functioning and it has a healthy environment and that every things works. I've interviewed them and they tell me that 80%-90% of their time is spent on site-funded projects that 9 times out of 10 go absolutely nowhere. So leave it to the professionals. Jeff has the staff and the capability to manage these site-funded projects and to make sure they are completed. A lot of times those projects get lost in the Region, they are all over the place. This is very frustrating. I see projects that are simple and to the point and related to school safety sitting around for 18 months.

Some discussion continued.

3.09 QUESTIONS ON AND/OR REMOVAL OF ITEMS ON MOTIONS AND TASKINGS.

Mr. Lazaroff: I would like to address Maintenance Department Performance Measures. Some of these have been on the list for too long and need to be addressed. We don't know how long it takes for a normal process from beginning to completion, and we don't know how long they've been in the system but we do know that they have been in the system a long time. In my opinion, looking at it, we don't have a handle on it. We don't know what our workload is. We don't know what our backlog is. We don't know any of this right now.

Mr. McKinnis: Yes we do. We have a backlog. We understand what the workload is. What I'm trying to do is allocate the resources so we can address them. It's taken me a little time to get my arms around this monster and that's part of the process you saw today in Jeff's presentation. That should have never been a part of the OM's job. If you look at the job description there's just one little item that says site-funded projects. The rest of it is inspections of bathrooms, inspections of

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- 3.09 QUESTIONS ON AND/OR REMOVAL OF ITEMS ON MOTIONS AND TASKINGS (cont.)
facility services, grounds, and fields. They're not doing that. I'm trying to make sure that they are performing the job description as it is written. I've looked at the backlog for all the zones and I understand now. That's the reason why I presented it to the Board of School Trustees. The maintenance personnel are working 3:00 p.m., when school's not in session, until 11:00 at night. They are working on things they cannot do while the kids are in school. We are implementing that so that we can start chipping away at the backlog. This is an absolute monster.

We now have 13 building engineers and a pilot program. We are doing a video of the success of the building engineer program. The feedback from the principals that have had the building engineers, the amount of work orders they have been able to accomplish, the amount of preventative maintenance that they have been able to do, we have compared it to other schools and there's a huge difference. I have to present that to the CFO and at some point we will have to go to legislature and get more money. But I have to prove all this out first and I'm doing it.

Mr. Lazaroff: Does this new process apply only to new projects or something that does not exist right now?

Mr. Wagner: What you're talking about is capital renewals and the comprehensive renovation program addresses capital renewal. Now as far as maintenance operations they have a work order in place that is named FAMIS. We can have Josh Chesnik who is the Director over FAMIS and manages that system for us to put together a presentation on FAMIS to bring that information to this committee.

- 3.10 AGENDA PLANNING.

Mr. Lazaroff: BOC received a memo from a staff member. It was commenting on our last meeting. It appeared to have some valued comments in there. Are we just going to disregard it or are we going to address her concerns?

Ms. Charlton: I think it was consistent with my addition to the Motions and Taskings at the last meeting.

Mr. Halsey: I was told it was going to be a future agenda item and Dr. Barton's team will give us the presentation.

Trustee Wright: I had a discussion with the Superintendent regarding that letter and there were some things in that letter that the staff member didn't know that had already been working on by other people in different areas. Maybe what we need to do is ask the Superintendent to have the different people in different areas bring in different presentations to make sure that we are covering and answering different questions for all of the pieces and components. I know one of the things that has been a challenge for us is that everybody just wants us to add on to existing schools or add on to these Career and Tech Schools but we're having a lot of push back from the City about adding any more physical space to schools. They don't want us to add on anymore. It doesn't matter if it's replacing portables or not replacing portables, they see it as it will be adding more traffic to the area and they do not want any more building on our campuses. Unfortunately when you have a staff member that comes in and says that we should just do this without knowing about a whole bunch of the other work that has gone into it, or a couple years of work that has gone into

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3.10 AGENDA PLANNING (cont.)

something, it's hard because it makes the rest of us look like we don't know what we're doing when in fact we've been working on things for years and years.

Mr. Halsey: This is not really a future agenda item but I would like to ask our Facilities to send everybody a copy of the Bylaws again so we can reread the Bylaws and make sure that we're staying focused on what this committee's for.

Trustee Wright: Would it be helpful to have someone from Legal to also come in and review the open meeting law? Would that be something that we could do to go over Bylaws and the open meeting laws at the same time? We could do it really quick because you guys are all pretty savvy and have sit on other committees.

Mr. Halsey: Sounds good.

Mr. Lazaroff: Item 3.07 will be a future agenda?

Mr. Halsey: Yes.

4.01 PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS.

None.

5.00 ADJOURN.

Motion to adjourn meeting.

Motion: Charlton

Second: Reynolds

Vote: Unanimous

Meeting adjourned at 12:35 p.m.