

# EDUCATION TECHNOLOGY JOINT POWERS AUTHORITY

## Minutes

### REGULAR MEETING OF THE GOVERNING BOARD

January 25, 2019 3:00 P.M.

Administration Center

5050 Barranca Parkway

Irvine, CA 92604

#### 1. CALL TO ORDER

Minutes:

Francie Heim called the meeting to order at 3:00PM.

#### 2. PUBLIC COMMENT

**None.**

Anyone may address the Board on any item that is within the Board's subject matter jurisdiction. However, the Board may not take action on any item not on this agenda except as authorized by Government Code section 54954.2.

#### 3. ROLL CALL

Minutes:

Present:

Brianne Ford with IUSD

Meg Keaney with F3

Michelle Bennett with IUSD

Mark Williams with F3

Jeremy Davis with Capistrano USD

Francie Heim individual consultant

Bill McGuire with Twin Rivers Unified

Present by Telephone:

Michael Johnston with Clovis Unified

John Morgan with Capistrano Unified

Susan Rutledge with Clovis Unified

Denise Cariaga with Clovis Unified.

#### 4. APPROVAL OF MINUTES

Minutes:

There were no prior Board meetings or minutes to approve.

## **5. ACCEPTANCE OF CONSENT AGENDA**

Minutes:

There is no consent agenda to approve.

## **6. UNFINISHED AND OLD BUSINESS**

Minutes:

There is no unfinished or old business to approve.

## **7. APPROVAL OF THE AGENDA**

**Motion Passed:** Adopt Agenda, as presented.

Passed with a motion by Jeremy Davis and a second by Brianne Ford.

Yes     Jeremy Davis

Yes     Brianne Ford

## **8. ELECTION OF BRIANNE FORD AS PRESIDENT**

**Motion Passed:** Appoint Brianne Ford as President with a six month term

Passed with a motion by Jeremy Davis and a second by Brianne Ford.

Yes     Jeremy Davis

Yes     Brianne Ford

## **9. ELECTION OF JEREMY DAVIS AS VICE PRESIDENT**

**Motion Passed:** Appoint Jeremy Davis as Vice President with a six month term, with the understanding that a vacancy may result in a change of officer, or a designee to act in his place.

Passed with a motion by Brianne Ford and a second by Jeremy Davis.

Yes     Jeremy Davis

Yes     Brianne Ford

## **10. ELECTION OF BRIANNE FORD AS SECRETARY**

**Motion Passed:** Appoint Brianne Ford as Secretary with a six month term

Passed with a motion by Jeremy Davis and a second by Brianne Ford.

Yes     Jeremy Davis

Yes     Brianne Ford

## **11. ELECTION OF JEREMY DAVIS AS TREASURER**

**Motion Passed:** Appoint Jeremy Davis as Treasurer with a six month term, with the understanding that a vacancy may result in a change of officer, or a designee to act in his place.

Passed with a motion by Brianne Ford and a second by Jeremy Davis.

Yes     Jeremy Davis

Yes     Brianne Ford

## **12. APPROVAL OF BYLAWS**

**Motion Passed:** Approve the Bylaws as presented with the intent to continue to review and revise with new founding member input and present revised Bylaws for approval in June 2019.

Passed with a motion by Jeremy Davis and a second by Brianne Ford.

Yes     Jeremy Davis

Yes     Brianne Ford

## **13. APPROVAL OF RFPS**

**Motion Passed:** Approve the RFPS with a four percent (4%) administrative fee that can be re-visited for future RFPS.

Passed with a motion by Jeremy Davis and a second by Brianne Ford.

Yes     Jeremy Davis

Yes     Brianne Ford

## **14. APPROVAL OF FRANCIE HEIM CONTRACT**

**Motion to Table:** Approve the Francie Heim contract.

Motion Tabled with a motion by Jeremy Davis and a second by Brianne Ford. This item will be brought back to a future meeting for discussion and approval.

Yes     Jeremy Davis

Yes     Brianne Ford

## **15.**

**Motion to Table:** Approve the F3 Professional Services Agreement.

Motion Tabled with a motion by Jeremy Davis and a second by Brianne Ford. Clovis Unified legal counsel will review and provide input to the board prior to approval.

Yes     Jeremy Davis

Yes     Brianne Ford

## **16. NEW BUSINESS**

**16.a.** Discussion regarding authorization to negotiate and execute agreement to secure insurance for JPA Board.

No decision. Information will be brought back to the next meeting on possible insurance options.

### **16.b. APPROVAL OF PAYMENT TO UPTOWN STUDIOS**

**Motion Passed:** Approve the F3 to enter into an agreement on behalf of the JPA with Uptown Studio for Four Thousand Dollars (\$4,000.00) to Uptown Studios for the design and development of the JPA website.

Motion Passed with a motion by Jeremy Davis and a second by Brianne Ford.

Yes     Jeremy Davis

Yes     Brianne Ford

**16.c.** Discussion regarding addition of new Founding members to be added in the months ahead.

Criteria for new founding member selection will be developed and brought back to the next meeting for discussion.

**16.d.** Discussion regarding next steps required to move the work of the JPA forward with specific focus on activities of host agencies.

The JPA is in need of a host agency to establish a fund (with the county treasury) and set up a financial system that operates similar to a school district. Francie Heim will discuss with Clovis Unified will discuss the possibility of Clovis Unified taking on this activity and the item will be brought back to the next meeting for further discussion.

**16.e.** Discussion regarding meeting schedule and logistics.

Thursday afternoon at 2:00 appears to be a good time for the group.

### **17. SCHEDULING OF NEXT MEETING**

The next meeting shall be held on February 7, 2019 at 2:00PM at 5050 Barranca Parkway, Irvine, CA 92604.

### **18. ADJOURNMENT**

**Motion Passed:** Adjourn the meeting.

Passed with a motion by Jeremy Davis and a second by Brianne Ford.

Yes     Jeremy Davis

Yes     Brianne Ford