



## **AGENDA**

### **REGULAR MEETING GOVERNING BOARD**

1:00 P.M. April 30, 2020

Ed Tech JPA will hold a Board meeting on April 30, 2020, at 1:00 PM at 5050 Barranca Parkway, Irvine, CA 92604 and via web conference at [meet.google.com/hyn-sxpk-iwt](https://meet.google.com/hyn-sxpk-iwt) Meeting ID [meet.google.com/hyn-sxpk-iwt](https://meet.google.com/hyn-sxpk-iwt)  
Phone Numbers (US)+1 917-765-5064 PIN: 978 023 966#

The meetings of the Board at which official action is taken shall be public meetings, and no person shall be excluded therefrom.

The agenda will be published at least 72 hours prior to the meeting. Supporting documentation will be provided at the meeting or emailed electronically to members prior to the meeting as it becomes available.

President	Brianne Ford
Vice-President	John Morgan
Secretary	Jeremy Davis
Treasurer	Michael Johnston

#### *Board of Directors Founding Members*

Irvine Unified	Founding Member	Brianne Ford/alternate Michelle Bennett
Capistrano Unified	Founding Member	John Morgan/alternate Stephanie Avera
Clovis Unified	Founding Member	Michael Johnston/alternate Susan Rutledge
Fullerton	Founding Member	Jeremy Davis/alternate Mike McAdam
El Dorado County of Education	Founding Member	Ed Manansala/alternate David Seabury

#### *Agenda*

1. Determination of a quorum and call to order - roll call.
2. Approve the Minutes of the previous regular meeting.
3. Public Comment

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. Each topic or item is limited to 30 minutes; each speaker is limited to 3 minutes.

4. Approval of the Agenda
5. Board Member Reports
6. Treasurer Report

Michael Johnston will provide an update to the board.

7. Standing Reports

- 7.a. Membership
  - 7.b. Communications
  - 7.c. Procurement

8. Consent Agenda

**8.a. Ratify Approval of New Associate Members**

Background Information: The following organizations have applied for associate membership and, pursuant to Ed Tech JPA's Associate Member Operating Procedures, were granted provisional approval:

- San Marcos Unified School District
- Downey Unified School District

The Board must formally ratify the approval of their membership.

Recommendation: Ratify associate membership for the organizations listed.

Motion:

**Unfinished and Old Business**

None.

**New Business (Action Items)**

**9. Approve Proposed Regular Board Meeting Schedule**

Background Information: Ed Tech JPA is required to meet on a regular basis. At this time regular meetings once a month will suffice the needs of the Board.

Recommendation: Approve the Regular Board Meeting Schedule as attached, with the understanding that dates may change as needed by Board Members.

Motion:

**10. Rescind Award to Ivanti, Inc.**

Background Information: On February 3, 2020 Ivanti, Inc was awarded RFP No. 19/20-04 Help Desk System contingent upon successful contract negotiations. On April 20, 2020 Ivanti emailed Ed Tech JPA to notify that the individual who submitted their proposal was not authorized. Furthermore, Ivanti did not list a reseller in its proposal, but typically uses resellers to sell its product and does not sell directly to school districts. Allowing an entity that is not named in the proposal to sell the awarded solution would create issues, including a contract privacy issue

Recommendation: Rescind award to Ivanti, Inc.

Motion:



**11. Approve Amendment to Founding Member Operating Procedures**

Background information: The JPA wishes to add a limited number of additional Founding Members, based on criteria in the Operating Procedures.

Recommendation: Approve the Founding Member Operating Procedures as attached.

Motion:

**New Business (Non Action Items)**

None.

**Closing Items**

- 12. Personnel Items**
- 13. Reports of the Executive Director and any special committees or advisory councils**
- 14. Presentation of written communications**
- 15. Scheduling of next regular meeting Thursday, May 28, 2020 at 1:00pm at Irvine USD**
- 16. Adjournment.**



## List of Attachments Board Meeting April 30, 2020

Item No.	Page No.	Description
1	5	3/26/2020 Board Meeting Minutes
2	8	Draft Board Meeting Schedule
3	9	Email from Ivanti
4	10	Drafted Revisions to Founding Member Operating Procedures

# EDUCATION TECHNOLOGY JOINT POWERS AUTHORITY

## Minutes

### REGULAR MEETING OF THE GOVERNING BOARD

March 26, 2020 1:00 P.M.

Procurement Center

5050 Barranca Parkway

Irvine, CA 92604

#### 1. CALL TO ORDER

Minutes:

Brianne Ford called the meeting to order at 1:05 PM.

#### 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

Present:

Brianne Ford with Irvine USD

Present by Telephone:

David Seabury with El Dorado County Office of Education

Michael Johnston with Clovis Unified School District

#### 4. APPROVAL OF MINUTES

**Motion Passed:** Approve the Minutes from the February 27, 2020 Regular Board Meeting.

Passed with a motion by David Seabury and a second by Michael Johnston.

Yes     Brianne Ford

Yes     Michael Johnston

Yes     David Seabury

#### 5. APPROVAL OF AGENDA

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

Passed with a motion by David Seabury and a second by Michael Johnston.

Yes     Brianne Ford  
Yes     Michael Johnston  
Yes     David Seabury

#### **6. ACCEPTANCE OF BOARD MEMBER REPORTS**

Minutes: CASBO was cancelled and we will offer our presentation via Webex at a later date.

#### **7. ACCEPTANCE OF TREASURER REPORT**

Minutes: None.

#### **8. ACCEPTANCE OF STANDING REPORTS**

##### **8.a. Membership**

Minutes: NOne.

##### **8.b. Communications**

Minutes: Communiations with members and vendors were discussed.

##### **8.c. Procurement**

Minutes: Status of contracts and procurements were discussed.

#### **9. ACCEPTANCE OF CONSENT AGENDA**

##### **9.a. Ratify Approval of New Associate Members**

**Motion Passed:** Ratify Approval of New Associate Members: Del Mar Union School District, Gold Oak Union School District, San Dieguito Union High School District, Solana Beach School District, Woodland Joint Union School District.

Passed with a motion by David Seabury and a second by Michael Johnston.

Yes     Brianne Ford  
Yes     Michael Johnston  
Yes     David Seabury

#### **10. UNFINISHED AND OLD BUSINESS**

##### **10.a. Fagen Friedman & Fulfrost LLP (F3) Professional Services Agreement**

**Motion Passed:** Approve the Fagen, Friedman & Fulfrost, LLC Professional Services Agreement as presented.

Passed with a motion by David Seabury and a second by Michael Johnston.

Yes     Brianne Ford  
Yes     Michael Johnston  
Yes     David Seabury

## **11. NEW BUSINESS (ACTION ITEMS)**

**11.a.** Second Interim Budget & SACS Report.

**Motion:** Approve the positive certification of the Second Interim and SACS Report.

Passed with a motion by David Seabury and a second by Brianne Ford.

Yes     Brianne Ford  
Yes     Michael Johnston  
Yes     David Seabury

## **12. NEW BUSINESS (NON ACTION ITEMS)**

None.

## **13. PERSONNEL ITEMS**

Minutes: None.

## **14. REPORT OF EXECUTIVE DIRECTOR AND SPECIAL COMMITTEES OF ADVISORY COUNCIL**

Minutes: None.

## **15. PRESENTATION OF WRITTEN COMMUNICATIONS**

Minutes: None.

## **16. SCHEDULING OF NEXT MEETING**

The next Regular Meeting shall be held on April 30, 2020 at 1:00pm at 5050 Barranca Parkway, Irvine, CA 92604, but may be changed at the discretion of the board.

## **17. ADJOURNMENT**

**Motion Passed:** Adjourn the meeting at 1:25pm.

Passed with a motion by Michael Johnston and a second by David Seabury.

Yes     Brianne Ford  
Yes     Michael Johnston  
Yes     David Seabury

### Regular Board Meeting Schedule

Date	Agenda Posting Deadline
May 28, 2020	May 22, 2020
June 25, 2020	June 22, 2020
July 30, 2020	July 27, 2020
August 27, 2020	August 24, 2020
September 24, 2020	September 21, 2020
October 22, 2020	October 19, 2020
November 19, 2020	November 16, 2020
December 17, 2020	December 14, 2020
January 28, 2021	January 25, 2021
February 25, 2021	February 22, 2021
March 25, 2021	March 22, 2021
April 29, 2021	April 26, 2021
May 27, 2021	May 24, 2021
June 24, 2021	June 21, 2021



## Michelle Bennett

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**From:** Rick Clevenger <Rick.Clevenger@ivanti.com>  
**Sent:** Monday, April 20, 2020 12:07 PM  
**To:** Michelle Bennett  
**Subject:** [EXTERNAL] Ivanti Follow Up/RFP No. 19/20-04 Help Desk System

**CAUTION: Verify the sender before clicking links or opening attachments.**

Hi Michelle –

As I've been able to follow up with and speak to our Ivanti legal, apparently the individual that signed and submitted this RFP was not authorized.

That being said, normally Ivanti would not be selling directly the District(s) but rather through one of our partners that would then typically manage this type of purchasing vehicle/contract.

I've been asked to see if there is any way that this can be accomplished?

We look forward to ongoing conversations . . . .

Regards,

**Rick Clevenger**  
Territory Manager  
Public Sector, West  
Ivanti® Software  
o 909.988.1486  
m 909.725.9000

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**From:** Michelle Bennett <MichelleBennett@iusd.org>  
**Sent:** Tuesday, April 14, 2020 2:44 PM  
**To:** Rick Clevenger <Rick.Clevenger@ivanti.com>  
**Cc:** lchiu@f3law.com; mwilliams@f3law.com; Brianne Ford <BrianneFord@iusd.org>  
**Subject:** RE: [EXTERNAL] Ivanti Follow Up/RFP No. 19/20-04 Help Desk System

Hello Rick,

The RFP was awarded to Ivanti, as well as other qualifying vendors, on February 3<sup>rd</sup>. I've sent the drafted agreements and I believe your legal team is in the process of reviewing them. I can send you my most recent communication with Ivan so you are in the loop. I've also attached:

- Master Agreement (MA) – This will need to be signed by your team
- MA Addendum – If you wish to make any changes to the MA this is the document we will use to reflect those changes
- MA Word working copy – If you wish to make changes to the MA it is often helpful to redline the agreement prior to creating the MA Addendum
- Purchase Agreement (PA) – Please review and enter your contact information. When complete I can post this to our website for access by members. This will not be signed until you come to agreements with individual members
- PA Addendum - If you wish to make any changes to the PA this is the document we will use to reflect those changes. This will not be signed until you come to agreements with individual members.
- PA Word working copy - If you wish to make changes to the PA it is often helpful to redline the agreement prior to creating the PA Addendum

## Founding Member Operating Procedures

### Operating Procedure

April 2020~~19~~

As ~~Ed Tech~~ the JPA expands from ~~five~~<sup>4</sup> Founding Members ~~(with Fullerton)~~ to a maximum of ~~seven~~<sup>7</sup>, the Board should establish a timeline to add ~~two~~<sup>three</sup> additional members and the criteria to use in determining such membership.

### Timeline

April to June 2020~~19~~      Consideration of Applications

With input from the ~~B~~board, potential Founding Members will be explored by McGuire & Associates and invited to submit applications for consideration

July 2020~~19~~      Board Review of Applications and Approval of Additional Founding Members

The Board may choose to select from one to three additional members at that time

August 2020~~19~~      Founding Member takes to their board for approval

### Criteria to Evaluation Potential Members

Size/Scope of the ~~Local Educational Agency~~ (LEA) itself, sufficient to increase the potential purchasing power of the JPA.

Specific Expertise in the area of technology or purchasing or administrative unit functions that would enhance the JPA operations.

Geographic diversity, specifically with a focus in Northern California/Bay Area, that would assist ~~Ed Tech~~ the JPA in expanding associate membership and therefore purchasing power of the JPA.

LEAs as Founding Members that will support ~~Ed Tech~~ the JPA in creating strategic partnerships that will assist the JPA in expansion of associate membership, e.g. CASBO, CCSESA, ACSA, ~~CITE~~<sup>CETPA</sup>.

County Office as a Founding Member, would be considered if it enhances expanding associate membership and/or brings additional expertise in the area of technology, purchasing, or administrative unit functions that would enhance the JPA operations.

### LEA Characteristics

An LEA under consideration as a Founding Member should be able to demonstrate a strong working relationship with Business and IT and Purchasing, with CBO, IT, and Purchasing leadership in support of the LEA becoming a founding member.

An LEA will demonstrate the ability to support the JPA in developing key partnerships that will grow the associate membership of the JPA and expand the purchasing power of the JPA.

### Application/Written Commitment

The JPA ~~has will develop~~ an application form that includes a demonstration of commitment by the LEA.