

Minutes of the School Facilities Commission
Natrona County School District No. One
Verda James Elementary School
701 Carriage Lane
Casper, Wyoming

June 19, 2007

Chairman Gilpatrick called the meeting to order at 10:06 a.m.

Present: Commissioner Carrier, Commissioner Ferris, Commissioner Goodson, Commissioner Marsh, Commissioner McBride and Chairman Gilpatrick.

Approval of Meeting Agenda

Chairman Gilpatrick added an executive session to the agenda as item 9.

Commissioner Carrier made a motion to approve the meeting agenda as amended. Commissioner McBride seconded the motion. Motion passed unanimously.

Approval of Previous Meeting Minutes

Commissioner Marsh made a motion to approve the previous meeting minutes from the April 17, 2007 & May 22, 2007 meetings as presented. Commissioner McBride seconded the motion. Motion passed unanimously.

Director's Report

Director Daraie provided a brief summary to the Commission on the following:

- WASBO meeting scheduled for August 2 & 3, 2007 in Riverton and the invitation for the SFC to present.
- WYCIP meeting that was held on June 18, 2007 at Casper College
- WEA meeting held on June 4, 2007. Director Daraie met with Kathy Vilado & Jason Mincer.

Director Daraie advised the Commission of his visit with Albany 1 & Goshen 1 regarding innovative teaching methods for science. Director Daraie also visited with Platte 1 and Converse 1 during the previous month.

Current Business

Off-Site Infrastructure Expenses – Proposed Policy – 1st Reading

Ms. Nancy Thomson provided the background information regarding the budget footnote and the proposed policy. Ms. Thomson indicated to the Commission that this was the first reading/review of the policy and changes would be made if suggested.

Mr. Michael O'Donnell advised the Commission that after the policy was approved by the Commission it would have to be officially adopted as a rule per the footnote language.

Commissioner Marsh commented that the SFC Project Managers should be involved early on in the process with site selection. Commissioner Marsh stated the policy should work with WAM to ensure consistency across the state.

Commissioner Algier joined the meeting at 10:21 a.m.

Director Daraie advised the Commission that the SFC would solicit public comment for the next 30 days in regards to the policy and provide information at the next Commission meeting.

Conversation was held regarding the municipalities' needs and how the funds were intended to meet the needs of the schools and not for additional needs within the community.

Senator Anderson advised the Commission that the needs of the schools was the intent of the legislature. Senator Anderson also spoke about the \$6.9M and how it was created to address projects that were already underway.

Leased Facility Space (Senate File 14) – Proposed Policy – 1st Reading

Donna Murray provided the background information on Senate File 14 and the major maintenance formula. Ms. Murray read the proposed policy to the Commission. She indicated the funds would become available on July 1, 2007 and advised the Commission that there was no note regarding the funds being spent by July 1, 2007.

Commissioner McBride questioned if the supplemental service providers would be included in the policy.

Senator Anderson suggested that supplemental service providers be addressed during the legislature next year.

Energy Efficiency Standards in Buildings – Proposed Policy – 1st Reading

Ms. Nancy Thomson provided an overview of the policy. Ms. Thomson stated the policy will reiterate the need to provide energy efficient buildings. Ms. Thomson advised the Commission that CMAR, value engineering and the architects are currently working diligently to provide energy efficient buildings.

Director Daraie advised the Commission of his meeting with the Governor and the Governor's desire to ensure buildings are energy efficient.

Facility Plan Schedule

Mr. Michael O'Donnell provided information to the Commission on how the facility plans have evolved to provide more flexibility. He advised the Commission that plans with no change should still be submitted every other year. However, the Commission has the authority to accept plans within the two years if a District has changes.

Mr. O'Donnell advised the Commission of a change that was needed to the motion listed in the meeting packet. Mr. O'Donnell asked that after the wording July 15, replace "of each" with "every other".

Director Daraie commented that the facility plan is a living, evolving document and the staff, commission and districts will benefit from the flexibility.

Commissioner McBride made a motion to adopt the following as its official policy regarding the submittal of facility plans in compliance with Wyoming Statute §21-15-116(b):

District facility plans shall initially be developed jointly by the assigned SFC project manager and appropriate district personnel. Unless the Commission establishes a different schedule, those initial facility plans shall be submitted by the project manager to the Commission office on or before July 15, 2007 and on or before July 15 of every other year thereafter. The Commission may approve previously existing facility plans as complying with any July 15 deadline. In compliance with Wyoming Statute §21-15-116(e), the Commission will approve, modify or reject those submitted plans. However, the Commission anticipates that the districts, in partnership with their assigned project manager, will continue developing, revising, and monitoring the facility plan throughout the year to reflect changing conditions.

Commissioner Algier seconded the motion. Motion passed unanimously.

Commissioners Weekly Update

Ms. Nancy Thomson provided a sample report to the Commissioners for review. It was suggested the report be sent out monthly via email and added to the SFC web site.

Commissioner Algier asked that change orders be added to the report.

Chairman Gilpatrick asked that the report be sent to Dave Nelson each month so the legislators' know it is available.

IBS Session 1 & 2 – Straw Designs

Director Daraie provided a brief summary of the previous IBS sessions and how the information contained in the packet was circulated among the Districts for their comments/changes.

Director Daraie advised the Commission on the intent of Session 3 and the CTE report and how it may have an impact on facilities and how these facilities are designed. Director Daraie spoke of the summaries that Mr. O'Donnell's department created and how this information would be used to develop guidelines that will focus on programs first and then the specific building space.

Senator Anderson commented on his involvement with IBS Session 1. Senator Anderson advised the Commission to take a careful look at the priorities that come in and provide oversight and endorse these decisions. He commented that his was not a concern just a caveat.

Commission Schedule

Discussion was held regarding the next Commission meeting and it was determined the Commissioners would hold a retreat on July 16 & 17 in Casper. A regular Commission Meeting will be held via conference call on July 17 after the retreat.

Public Comments

Mr. Josh Carnahan informed the Commission that he was pleased with the meeting held last month despite the negative press. He continued that he was confident and pleased to move forward and work together with the Commission, SFC and Districts.

Commissioner Comments

Commissioner Algier expressed her appreciation to the SFC staff for their effort and stated the IBS process was great.

Chairman Gilpatrick expressed his appreciation to the SFC staff and project managers for the work being accomplished and the new attitude. Chairman Gilpatrick thanked Senator Anderson for attending the meeting and for his support.

Executive Session

Commissioner Marsh made a motion to adjourn the regular meeting and convene into Executive Session on personnel issues. Commissioner Carrier seconded the motion. Motion passed unanimously.

At 12:15 p.m. the Commission concluded the Executive Session.