

EDUCATION TECHNOLOGY JOINT POWERS AUTHORITY

Minutes

REGULAR MEETING OF THE GOVERNING BOARD

May 30, 2019 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 IUSD

Jeremy Davis with Fullerton SD

Michael Johnston with Clovis USD

Michelle Bennett with IUSD

Present by Telephone:

John Morgan with Capistrano USD

Francie Heim individual consultant

4. APPROVAL OF MINUTES

Motion Passed: Approve the Minutes from the April 26, 2019 Regular Board Meeting and from the May 10, 2019 Special Board Meeting.

Passed with a motion by Jeremy Davis and a second by Michael Johnston.

Yes Brianne Ford

Yes Michael Johnston

Yes John Morgan

Yes Jeremy Davis

5. APPROVAL OF AGENDA

Motion Passed: Adopt Agenda with item 8 updated to reflect the 2019-20 budget.

Passed with a motion by Jeremy Davis and a second by Michael Johnston.

Yes Brienne Ford
Yes Michael Johnston
Yes John Morgan
Yes Jeremy Davis

6. ACCEPTANCE OF TREASURER REPORT

Minutes: Form 700s must be provided to Clovis. Initial contributions are pending from IUSD, Capo & Fullerton.

7. ACCEPTANCE OF CONSENT AGENDA

Minutes:

There is no consent agenda to approve.

8. OLD BUSINESS

Minutes:

8.a. RFP Process.

Minutes: Brienne provided updates on current RFPs, contracts, and upcoming RFPs. A potential catalog hardware bid was discussed.

8.b. Vendor and Member outreach and education process.

Minutes: Vendor outreach has been focused on vendors providing services for RFPs. Ed Tech JPA may partner with CETPA to promote Member outreach.

8.c. Federal purchasing requirements.

9. NEW BUSINESS

9.a. PUBLIC HEARING AND CONSIDER ALL COMMENTS REGARDING THE ED TECH JPA 2019-20 BUDGET

Minutes: The public hearing for the 2019-20 Adopted Budget was officially opened in accordance with California Education Code requirements. The budget will be revised to include updated information for insurance. The 2019-20 budget will be brought before the board for consideration at the next regularly scheduled Board meeting.

9.b. APPROVE AWARD OF RFP NO. 18/19-04 ELECTRONIC DOCUMENT ROUTING SOLUTION TO COMPANION DATA SERVICES, LLC dba DOCFINITY

Motion Passed: Award RFP No. 18/19-04 Electronic Document Routing Solution and authorize the President to execute and deliver a Master Agreement to Companion Data Services, LLC dba docfinity for Sections 1, 2, 3, and 4 (full award) contingent upon successful contract negotiations.

Passed with a motion by Jeremy Davis and a second by Michael Johnston.

Yes Brienne Ford
Yes Michael Johnston
Yes John Morgan
Yes Jeremy Davis

9.c. APPROVE AWARD OF RFP NO. 18/19-04 ELECTRONIC DOCUMENT ROUTING SOLUTION TO EMICS, INC dba INFORMED K12

Motion Passed: Award RFP No. 18/19-04 Electronic Document Routing Solution and authorize the President to execute and deliver a Master Agreement to Emics, Inc dba InformedK12 for Sections 1, 2, 3, and 4 (full award) contingent upon successful contract negotiations.

Passed with a motion by Jeremy Davis and a second by Michael Johnston.

Yes Brienne Ford
Yes Michael Johnston
Yes John Morgan
Yes Jeremy Davis

9.d. APPROVE MEDIA REPOSITORY SOLUTION RFP

Motion Passed: Approve the Media Repository Solution RFP with scoring criteria and administrative fee as presented.

Passed with a motion by Jeremy Davis and a second by Michael Johnston.

Yes Brienne Ford
Yes Michael Johnston
Yes John Morgan
Yes Jeremy Davis

9.e. APPROVE HELP DESK SYSTEM RFP

Motion Passed: Approve the Help Desk System RFP with scoring criteria and administrative fee as presented.

Passed with a motion by Jeremy Davis and a second by Michael Johnston.

Yes Brienne Ford
Yes Michael Johnston
Yes John Morgan
Yes Jeremy Davis

9.f. APPROVE ABSENCE TRACKING AND SUBSTITUTE PLACEMENT SYSTEM RFP

Motion Passed: Approve the Absence Tracking and Substitute Placement System RFP with scoring criteria and administrative fee as presented.

Passed with a motion by Jeremy Davis and a second by Michael Johnston.

Yes Brienne Ford
Yes Michael Johnston
Yes John Morgan
Yes Jeremy Davis

9.g. APPROVE COLLEGE AND CAREER PLANNING PLATFORM RFP

Motion Passed: Approve the College and Career Planning Platform RFP with scoring criteria and administrative fee as presented.

Passed with a motion by Jeremy Davis and a second by Michael Johnston.

Yes Brienne Ford
Yes Michael Johnston
Yes John Morgan
Yes Jeremy Davis

9.h. ESTABLISH A SUBCOMMITTEE OF THE BOARD TO REVIEW ASSOCIATE MEMBER APPLICATIONS

Motion Passed: Appoint Michael Johnston and Jeremy Davis to make up the subcommittee.

Passed with a motion by Jeremy Davis and a second by Michael Johnston.

Yes Brienne Ford
Yes Michael Johnston
Yes John Morgan
Yes Jeremy Davis

10. NEW BUSINESS (NON ACTION ITEMS)

None.

11. REPORT OF EXECUTIVE DIRECTOR AND SPECIAL COMMITTEES OR ADVISORY COUNCILS

Minutes:

No Report.

12. SCHEDULING OF NEXT MEETING

The next Regular Meeting shall be held on June 27, 2019 at 1:00PM at 5050 Barranca Parkway, Irvine, CA 92604.

13. ADJOURNMENT

Motion Passed: Adjourn the meeting.

Passed with a motion by Jeremy Davis and a second by Michael Johnston.

Yes Brienne Ford
Yes Michael Johnston
Yes John Morgan
Yes Jeremy Davis