

Rochester Joint Schools Construction Board
Minutes
April 13, 2009
4:30 p.m.

Present:

Kenneth Bell, Carolyn Vitale, Bob Brown, Randy Henderson, Richard Pifer, Brian Roulin (arrived 4:55 pm).
The meeting convened at 4:37 p.m.

- I) Attendance
Mr. Otero at MCC meeting; Mr. Roulin expected.
- II) Minutes of 3/29/09
Motion to approve by Mr. Brown. Second by Ms. Vitale. Adopted 5-0.
- III) Communication
Members received memo from Superintendent Brizard. It will be reviewed at 4/27 meeting.
- IV) Written Reports of Committees
None
- V) Unfinished Business
 - RFP for Independent Counsel: Add language regarding minority employees; determine whether respondents can submit electronically. Review final version at next meeting with list of firms and list of firms under contract with City/District.
 - Master Plan: The District Facilities Department will update Master Plan; will keep RJSCB up-to-date on progress and anticipates six-month timeline. The Board wants to discuss FMP with State Comptroller's office.
 - State Education Department: Meeting of April 30 postponed by State Ed; to be re-scheduled asap.
 - Use of Bond Proceeds: District/City staff reported that cash capital funds dedicated to RJSCB (\$100K) should be used for expenses such as legal services; the \$1.2 m in bond proceeds should be used for expenses that can specifically be tied to a project.
 - Independent Compliance Officer: Staff to gather input from Superintendent and Mayor. Draft solicitation and provide to RJSCB.
 - Committees: Chairman Bell, Mr. Brown, Mr. Pifer and Mr. Henderson to serve on M/WBE and Services Procurement Committee; Ms. Vitale on ad hoc Policy Committee; Dr. Otero on Communication Committee.
 - Other: Board should establish ground rules for people who contact them about working on the FMP and draft a conflict of interest policy.
- VI) New Business
Meeting of May 25 to be rescheduled as it falls on a holiday.
- VII) Adjournment: Motion by Mr. Brown. Second by Mr. Roulin. Adopted 6-0 at 5:43 p.m.