

INTERAGENCY COMMISSION ON SCHOOL CONSTRUCTION

MINUTES

Executive Committee Meeting
Wednesday, 12/4/19 | 2:00 PM
200 E. North Avenue | Baltimore MD
First Floor Board Room

ATTENDEES

Robert Gorrell, IAC*, Chairperson
Jamie Bridges, IAC*
Cindy Smith, Baltimore City*
Tisha Edwards, Baltimore City*
MacKenzie Garvin, Baltimore City*
Eric Johnson, MSA*
Larry Flynn, MSA*
David Raith, MSA*
Dorothy Hellman, City Schools – 21st Century Schools*

**designates Executive Committee member organization*

Meeting was called to order by Chairperson Gorrell at 2:04 PM

APPROVALS / NOTICES

Approval of 09/11/19 Minutes

- Motion was made, and seconded, for approval
- Motion carried unanimously

REPORTS

IAC Report, Jamie Bridges

- See *Report to the Executive Committee*, attached
- In recent months, the IAC staff has developed a closeout procedure for the 21st Century School Building Program projects, with input and feedback from Partners.
 - The proposed closeout procedure was circulated at the meeting, and it was determined that additional information is needed, and that a new draft would be developed and circulated for Partners review. Director Gorrell suggested a Post-Occupancy Evaluation process be developed in addition to the close-out procedure to inform future projects what worked as anticipated and what did not – these should be implemented about 18 months after occupancy.
- IAC staff received and reviewed the City Schools FY2020 Comprehensive Maintenance Plan, and met with City Schools staff for more information on the use of the computerized maintenance management system (CMMS) to ensure preventative maintenance.
 - Director Gorrell expressed desire for preventative maintenance schedules to be incorporated into the CMMS so that the MOU requirement for a CMMS for each project is implemented which would auto-generate preventive maintenance work orders as necessary.

- According to Monique Roumo, City Schools has been in the process of incrementally implementing SchoolDude applications and is only in its third full year of implementation. This is important to note because Frederick County took 6 years to implement 1 module, PMDirect, while City Schools is in the process of implementing multiple applications at the same time. City Schools cautioned that it would take time to fully implement all applications and have every intention of auto-generating work orders.

STAT Committee Report, Eric Johnson

- See *STAT Committee Meeting: STAT Reporting updates*, attached
- Materials presented at the meeting with statistics on Year One and Year Two schools
- Reports of large success with Local Hiring
 - Year One: 283 Commitments from Contractors with 700 hires leading from that
 - Year Two: 166 Commitments from Contractors, and still growing

MSA Report, Larry Flynn

- See *Maryland Stadium Authority Update*, attached
- Provided status updates on Year 1 Schools, Year 2 Schools, and on current and upcoming procurements
- Related Discussion:
 - Director Gorrell expressed desire for preventative maintenance schedules to be incorporated into the CMMS so that the MOU requirement for a CMMS for each project is implemented which would auto-generate preventive maintenance work orders as necessary.

Financial Report, David Raith

- See *Baltimore City Public Schools Construction and Revitalization: Financial Reporting*, attached
- Provided status of the financial statement for the quarter ending September 30th, 2019
- Provided Cash Balance Report
- Provided Baltimore City Public School Revenues
- Provided Bond Proceeds Balance

City Schools Report, Dorothy Hellman

- See *21st Century School Buildings Program Update*, attached
- 2 school buildings were opened in September 2019
- 11 of the 28 school buildings approved under the MOU are complete
- 3 additional school buildings will be complete in December 2019
- For SY 2019-20, the district-wide utilization rate — without swing space — is 87%, which meets the 86% target utilization rate
- Related discussion:
 - The district-wide utilization rate — with swing space — will be reported at a subsequent meeting of the Executive Committee
 - Concern expressed over enrollment/utilization after SY 2019-20.

DISCUSSION

Event Calendar

- Next Executive Committee meeting:
 - To be determined
 - To be Chaired in 2020 by City Schools — 21st Century Schools

Meeting was adjourned at 3:36 PM