

**CAPITAL CONSTRUCTION ASSISTANCE BOARD
MINUTES OF THE October 6, 2008 MEETING**

**Meeting Held at:
The Governor’s Energy Office
1580 Logan Street
Denver, CO 80203
Suite 100- Main Conference Room**

Monday, October 6, 2008

I. Call to Order

- 9:06a.m. Mary Wickersham called the meeting to order.

Attendees

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| Mary Wickersham – CCAB Chair | Mike Maloney – CCAB Secretary |
| Norwood Robb – CCAB Vice-Chair | Tim Guiterman – CCAB |
| Greg Randall – CCAB | Dave Van Sant – CCAB |
| Adele Willson – CCAB | Tim White – CCAB |
| Ted Hughes – Ex Officio non-voting member | |

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| John Sleeman – CCAB Legal Advisor | Vody Herrmann – Staff (CDE) |
| Scott Newell - Staff (CDE) | Darryl Muir – Staff (CDE) |
| Cheryl Honigsberg – Staff (CDE) | |

Excused

Tom Stone – CCAB

- Agenda reviewed.
- CCAB Chair asked to amend the agenda to remove the agenda item labeled “Adopt full-day kindergarten rules as emergency rules” since they are no longer needed as emergency rules.
 - Norwood Robb moves to approve the agenda as amended;
 - Adele Willson 2nds the motion;
 - No discussion;
 - Motion carried.
- Review of prior meeting minutes.
 - Norwood Robb moves to approve the minutes;
 - Adele Willson 2nds the motion;
 - No discussion;
 - Motion carried.

II. Full-Day Kindergarten Facility Capital Construction

- The CCAB Chair gave an overview of the Governors request to freeze funds for FDK and said it would be a least the end of January before any further talks would take place. The CCAB asked if the submitted applications become invalid after a certain amount of time has elapsed. The Chair said no.
- There was discussion over the rules and if they were to continue with filing permanent rules for FDK. The CCA Director said they would continue to proceed as planned in order to be prepared if the funds become available.
- The CCAB was asked if they had any additional revisions or comments amending the final version of the FDK rules. The CCAB had no additional modifications to the rules and made consensus to the rules as drafted.

III. Statewide Facility Assessment

- The CCA Director said there is a meeting scheduled for October 22, 2008 to distribute the submitted proposals. The Director indicated it would be approximately 2-3 weeks from the time the proposals are distributed before the RFP committee would meet to decide on which vendor to award the contract.

IV. BEST Grant Program

- CDE staff distributed proposed projects and timelines to the CCAB for review. The CCA Director reviewed the packet with the CCAB and there was lengthy discussion over the types of projects the CCAB should consider for funding in this initial fiscal year.
- The CCA Director felt the CCAB should consider phased projects from the previous grant program and supplemental funds for previously awarded projects that can't be completed without additional funds first. His justification for this was these projects intentionally phased their projects with the prior program to apply for a "supplemental" grant for the following phases in the next cycle. The CCA Director felt since the prior program ended unexpectedly these projects could be left incomplete unless they are funded with BEST funds.
- The CCA Director also informed the CCAB that they need to start the rule-making process for the BEST program and need to set program timelines for each funding source.
- The CCAB continued to discuss what types of projects to fund first and what other projects should be considered in FY08-09

The CCAB chair called for recess

- Upon reconvening the CCAB decided CDE staff should develop a plan for the prior program projects and put together a draft copy of rules and an application for discussion at the next meeting. The CCA Director asked the CCAB for a consensus on the types of projects to consider for funding

first. The CCAB agreed to look at the prior program projects first and then urgent projects in a later cycle.

V. Public Comment

- Joel Asrael from the Governors Energy Office addressed the CCAB on performance contracting and gave the CCAB a background on how performance contracting worked. He urged the CCAB to consider these types of projects for existing buildings when the time comes to make recommendations for award.

VI. Future Meetings

- There is currently a meeting scheduled for October 29, 2008, at 9:00am;
- There is currently a meeting scheduled for November 3, 2008 to hold two public hearings for permanent rules.

VII. Adjournment

- The CCAB Chair makes a motion to adjourn
 - So moved by Norwood Robb;
 - Adele Willson 2nds the motion;
 - No discussion;
 - Motion carried;
 - Meeting Adjourned.