**Public School Capital Construction Assistance Board Meeting Minutes**

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| **Date & Time:** | Thursday, April 20, 2023 - 1:00pm-3:30pm |
| **Location:** | Virtual – Microsoft Teams |

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| **Capital Construction Assistance Board Members:** |
| Jane Crisler – Chair | Kevin Haas | Brett Ridgway |
| Wendy Wyman – Vice Chair | Vaishali McCarthy | Matt Samelson |
| Brian Amack | Allison Pearlman | Michael Wailes |

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| I. | **Call to Order:** Meeting called to order by Jane Crisler at 1:05pm |
| II. | **Roll Call:** Members Present: Brian Amack, Kevin Haas, Allison Pearlman, Matt Samelson, Michael Wailes, Wendy Wyman, Jane Crisler Absent: Brett RidgwayGuests: Joe Peters, AG Office |
| III. | **Approve Agenda:**Motion moved: Brian Amack - *Approve agenda with revisions as discussed.*Second by: Vaishali McCarthyAll for: Brian Amack, Kevin Haas, Allison Pearlman, Matt Samelson, Michael Wailes, Wendy Wyman, Jane Crisler Absent: Brett Ridgway All opposed: NoneMotion passed |
| IV. | **Approve Minutes:** March 16, 2023Motion moved: Matt Samelson - *Approve minutes as written.*Second by: Kevin HaasAll for: Brian Amack, Kevin Haas, Allison Pearlman, Matt Samelson, Michael Wailes, Wendy Wyman, Jane Crisler Absent: Brett Ridgway All opposed: NoneMotion passed |
| V. | **Board Report:*** Jane: She and Andy attended A4LE event focused on school finance. Good attendance and a lot of good information.
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| VI. | **Staff Report:*** Andy shared photos from Facility Assessors and schools around the state.
* Andy shared an update on Mapleton, the status of their bonds. They should be able to complete their contract and start their project soon.
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| VII. | **Discussion Items:**1. Legislative Update
	* Andy updated the CCAB on the most recent legislative session and potential legislation outcome and how they would affect the BEST program.
2. CCAB Conflict of Interest
	* Joe Peters from the Attorney General’s Office walked through the conflict of interest rules and best practices with the CCAB members.
3. May Meeting Prep
	* In preparation for the May meeting staff walked the CCAB through the following:
		+ Summary Book
		+ Evaluation Tool
		+ Waiver Evaluation Tools
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|  | **Action Items**:1. Averaging CCAB Scores

Motion moved: Vaishali McCarthy - *I move to request that staff use average rank (as opposed to average score) when determining the final prioritized list of projects to receive financial assistance.* Second by: Kevin HaasAll for: Brian Amack, Kevin Haas, Allison Pearlman, Matt Samelson, Michael Wailes, Wendy Wyman, Jane Crisler Absent: Brett Ridgway All opposed: NoneMotion passed |
| VIII. | **Future Meetings:** * May 15-17, 2023 – Microsoft Teams
* June 15, 2023 (State Board, June 14-15 TBD)
* July 20, 2023 – Microsoft Teams
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| IX. | **Public Comment:** None |
| X. | **Adjourn:** Meeting Adjourned by Jane Crisler at 3:29pm |