

MINUTES

SCHOOL BUILDING AUTHORITY OF WEST VIRGINIA 2300 Kanawha Boulevard, East Charleston, West Virginia

Quarterly Meeting - Telephonic
Call-in Number: 681-245-6817
Conference ID Code: 935 819 501#
December 14, 2020
9:00 A.M.

I. CALL TO ORDER

Chairman Brian Abraham called the School Building Authority of West Virginia's (SBA) Special Meeting to order at 9:00 A.M. on Monday, December 14, 2020. The following members were present via telephone: Chairman Brian Abraham, Clayton Burch, Debra Sullivan, Miller Hall, Victor Gabriel, Secretary, Sandra Hamilton, Chris Morris, Robert Dunlevy, and Bart Willis. The following SBA staff were also present: Executive Director David Roach and Shannon Driver, with Heather Brunton, Tammy Brewer, Mike Hall, and Ben Ashley attending via telephone. Ryan Quinn with the Gazette Mail was also present via telephone.

II. APPROVAL OF MINUTES

Upon a motion by Sandy Hamilton with a second by Debra Sullivan, the Authority voted to approve the SBA Quarterly Meeting Minutes for September 14, 2020 and the SBA Special Meeting Minutes for October 28, 2020.

IV. PERSONNEL COMMITTEE

Chairperson Debra Sullivan requested that the full Authority approve the hiring of SBA FEMA team lead, Heather Brunton, to fill the impending vacancy of CFO, effective January 1, 2021. Upon a motion by Steve Burton with a second by Miller Hall, the Authority voted to approve the hiring of Heather Brunton to fill the impending vacancy of CFO, effective January 1, 2021.

V. EXECUTIVE DIRECTOR'S REPORT

- A. SBA Budget vs Actual Financial Report - (Information) – **ATTACHMENT C**
Heather Brunton presented the SBA's Profit and Loss Statement for December 1, 2020.
- B. Active Project Status Updates – (Information) – **HANDOUT**
The SBA Architectural Services Staff provided a status update for each active project that was funded by the School Building Authority. The information in the **HANDOUT** provides a detailed update as of December 1, 2020. Ben Ashley addressed questions from authority members.

VI. FINANCE REPORT

SBA Grant Awards Report – (Information) – ATTACHMENT D

Heather Brunton presented the Grant Awards Report for all SBA Active Grants.

VII. 2020-2030 CEFP Approvals

Ben Ashley advised the Authority that the West Virginia Board of Education (WVBE) Policy 6200 Handbook on Planning School Facilities requires county boards of education to submit a 10-year Comprehensive Educational Facilities Plan (CEFP) to the WVBE and the School Building Authority (SBA) for approval. Approval of the 10-year CEFP is required before a county can be considered for funding from the SBA. The 10-year CEFPs for Gilmer, Jackson, Lewis, Mercer, Mingo, Monongalia, Monroe, Morgan, Randolph, Ritchie, Taylor, Tucker, Upshur, and Webster Counties, and the South Branch Career and Technical Center have been reviewed by the WVDE School Facilities Services staff and the SBA for compliance with Policy 6200 and the SBA Policy & Procedures Handbook.

These CEFPs have been reviewed and are recommended for approval by the SBA staff. Both the local boards of education and the WVBE have approved these CEFPs. Approval of these CEFPs does not necessarily reflect support for funding the projects within the plan; it means the county followed the proper planning processes. The counties' complete submittal is logged in the electronic database and will be available upon request.

Gilmer, Jackson, Lewis, Mercer, Mingo, Monongalia, Monroe, Morgan, Randolph, Ritchie, Taylor, Tucker, Upshur, and Webster County Boards of Education, and the South Branch Career and Technical Center Board of Education have complied with the SBA CEFP Process, and as such, Executive Director Roach respectfully recommended approval of these CEFP's.

Upon a motion by Victor Gabriel with a second by Debra Sullivan, the Authority voted to approve all CEFP's.

VIII. NEW BUSINESS

A. SBA Policy & Procedures Handbook Revisions - (Action) - ATTACHMENT T

Ben Ashley presented the revisions to the SBA Policy & Procedures Handbook. This policy change requires closure hearings, local board approval, and WVBE approval for closures or consolidations to happen prior to grant award by the Authority. This change also adds the caveat that if a project request is submitted to the SBA and the closures/consolidations are subsequently disapproved by the WVBE, the project is rendered ineligible for a grant award in the current funding cycle.

Executive Director Roach respectfully recommended that the full Authority approve these revisions to the SBA Policy & Procedures Handbook as presented, and for the SBA Staff to move forward with filing the 30-day Comment Period with the Secretary of State's Office. Upon a motion by Miller Hall with a second by Sandy Hamilton, the Authority voted to approve the revisions to the SBA Policy & Procedures Handbook as presented and for the SBA Staff to move forward with filing the 30-day Comment Period with the Secretary of State's Office.

B. Wood County Board of Education Requests an Extension – (Action) – **ATTACHMENT U**

Due to the effects of the COVID-19 pandemic, such as delays in steel panels, HVAC equipment, Network/Server supplies, and a period of labor shortage, the Wood County Board of Education requests an extension until April 30, 2021 to finish construction on the Wood County Technical Center.

Executive Director Roach respectfully requested that the Authority approve Wood County Board of Education's request for an extension for Wood County Technical Center, making the new completion date April 30, 2021. Upon a motion by Victor Gabriel with a second by Bart Willis, the Authority voted to approve Wood County Board of Education's extension request until April 30, 2021.

C. Hampshire County Bond Call – (Action) – **ATTACHMENT V**

Executive Director Roach informed the Authority that the SBA received a request from the Hampshire County School District for a NEEDs Grant Funding Award in the amount of \$24,000,000 for the payment of costs associated with the construction of three new elementary schools. The SBA Staff performed an on-site inspection and review of this project, and evaluated this request using the NEEDs scoring criteria. Based on the findings, the Executive Director Roach and the SBA Staff recommend this project.

In order to meet the requirements of the Hampshire County bond call, Executive Director Roach respectfully requested that the Authority award Hampshire County Board of Education funding in the amount of \$24,000,000 for the construction of these three new elementary schools. Executive Director Roach also respectfully requested that the Authority authorize him to send a letter to Hampshire County Board of Education committing \$24,000,000 over the next three years to enable them to sell their bond. Upon a motion by Sandra Hamilton with a second by Miller Hall, the Authority voted to approve awarding the Hampshire County Board of Education funding in the amount of \$24,000,000 for the construction of three new elementary schools and authorized Executive Director Roach to send a letter to Hampshire County Board of Education committing \$24,000,000 over the next three years to enable them to sell their bond.

IX. **FUTURE MEETINGS**

March 15-16, 2021 – Superintendent Interviews

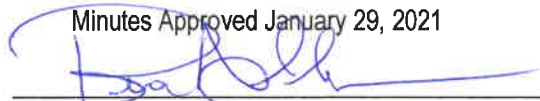
April 19, 2021 – NEEDs Grant Award Meeting

Meeting dates are tentative and subject to change due to COVID-19

X. **ADJOURNMENT**

There being no further business to come before the Authority and upon a Motion by Miller Hall with a second by Sandra Hamilton, the Authority voted to adjourn the December 14, 2020 Teleconference of the School Building Authority of West Virginia.

Minutes Approved January 29, 2021



Mr. Brian Abraham, Governor's Designee
School Building Authority of West Virginia