

**QUARTERLY MEETING MINUTES
SCHOOL BUILDING AUTHORITY OF WEST VIRGINIA**

Held At:

**WV Department of Education
1900 Kanawha Boulevard East
6th Floor, Suite 600
Charleston, West Virginia 25305**

**Quarterly Meeting
June 12, 2023
9:30 AM**

I. CALL TO ORDER

Chairman Brian Abraham called the School Building Authority of West Virginia's (SBA) Quarterly Meeting to order at 9:30 A.M. on Monday, June 12, 2023. The following authority members were present Chairman Brian Abraham, Superintendent David Roach, Robert Dunlevy, Nancy White, Greg Wooten, and Don Bower, with Dr. Daniel Snavelly, Sandra Hamilton, and Tom Minturn attending via telephone. The following SBA staff were present: Executive Director Neptune, Dana Womack, Director of Architectural Services, Joyce VanGilder, Mark Miller, Tommy Young, CFO Jordan Kirk, Angie Bradley, and Shannon Driver. The following individuals were also present: Superintendent Dr. Joetta Basile of Monroe County Schools, Superintendent Dr. Keith Burdette of Mason County Schools, Dave Ferguson and Chris Campbell of ZMM, Greg Martin of Williamson Shriver Architects, Jacob Bower of the WV Department of Education, Deputy Superintendent Tim Hardesty, Superintendent Ryan Sax, and Drew Rottgen of Cabell County Schools, and Jason Pizatella of CAWV.

II. APPROVAL OF MINUTES

Upon a Motion by Robert Dunlevy with a second by Greg Wooten, the Authority voted to approve the SBA's Quarterly Meeting Minutes from March 20, 2023.

III. EXECUTIVE DIRECTOR'S REPORTS

- A. P-Card Review – (Information) – **HANDOUT**
One of the requirements of the P-Card Program is for the Authority to review all purchases made by the SBA staff. As such, the Handout provided an itemized list of the SBA's card usage for FY2023 July 1, 2022 through May 31, 2023.
- B. Active Project Status Updates – (Information) – **HANDOUT**
The SBA Architectural Services Staff has provided a status update for each active project that was funded by the School Building Authority. The information in the Handout provided a detailed update as of June 12, 2023.

IV.

FINANCE REPORT

- A. SBA Budget vs Actual Financial Report - (Information) – ATTACHMENT B
CFO Kirk presented the SBA's Profit and Loss Statement for the FY2023 period ending May 31, 2023.
- B. SBA Grant Awards Report – (Information) – ATTACHMENT C
CFO Kirk presented the Grant Awards Report for all SBA Active Grants.

V.

CEFP AMENDMENTS

The following amendments to County Comprehensive Educational Facilities Plans (CEFPs) have been reviewed and are recommended for approval by the SBA Staff. The State Board of Education has acted on these amendments. Approval of these amendments does not necessarily reflect support for funding of the projects within the Amendments; it means the counties followed the proper Amendment Process. The counties' complete Amendment submittals will be available upon request. The following Amendments were submitted for review and approval:

- A. Barbour County Board of Education CEFP Amendment – (Action) – ATTACHMENT D
The Barbour County Board of Education requested approval to revise their 2020-2030 CEFP to include renovations and additions to Barbour County Career and Technical Education Center. This amendment will provide expanded and updated learning areas for students and enable the county to adapt its facilities to better serve the county's maintenance and transportation needs.

Barbour County Board of Education has complied with the SBA CEFP Amendment Process, and as such, Executive Director Neptune respectfully recommended approval of this amendment.

- B. Fred W. Eberle Technical Center CEFP Amendment - (Action) – ATTACHMENT E
The Fred W. Eberle Technical Center requested approval to revise their 2020-2030 CEFP to modify an existing project defined in their CEFP to include a dust collection system. This project will meet current industry standards and improve the air quality of the classroom.

Fred W. Eberle Technical Center has complied with the SBA CEFP Amendment Process, and as such, Executive Director Neptune respectfully recommended approval of this amendment.

- C. Roane Jackson Technical Center CEFP Amendment – (Action) – ATTACHMENT F
Roane Jackson Technical Center requested approval to revise their 2020-2030 CEFP to amend their current Electrical Technology classroom project to include an HVAC/Plumbing Technology classroom and make it the first priority. This project will greatly improve the curriculum offerings available to students by allowing them to explore careers in Electrical, HVAC, and Plumbing Technologies.

Roane Jackson Technical Center has complied with the SBA CEFP Amendment Process, and as such, Executive Director Neptune respectfully recommended approval of this amendment.

- D. Logan County Board of Education CEFP Amendment - (Action) – ATTACHMENT G
The Logan County Board of Education requested approval to revise their 2020-2030 CEFP to make the replacement of Man High School's electrical and fire alarm systems their number one project

priority. The project is proposed to be funded through local funds and a grant from the SBA. This amendment will bring Man High School's electrical and fire systems up to current codes and standards and allow for future expansion of these systems.

The Logan County Board of Education has complied with the SBA CEFP Amendment Process, and as such, Executive Director Neptune respectfully recommended approval of this amendment.

Upon a Motion by Sandra Hamilton with a second by David Roach, the Authority voted to collectively approve the CEFP amendments for Barbour County Board of Education, Fred W. Eberle Technical Center, Roane-Jackson Technical Center, and Logan County Board of Education.

VI.

NEW BUSINESS

A. Raleigh County Board of Education Requests an Extension – (Action) – **ATTACHMENT H**

Raleigh County Board of Education requested a time extension for completion of the Stratton Elementary School project. The original date for substantial completion was July 31, 2023, while the requested completion date is December 31, 2023. The time extension request is the result of initial project delays due to the city of Beckley's need to redo the water and sewer lines located around the suite and product delay by manufacturers for both the brick and roofing material.

Executive Director Neptune respectfully recommended that the Authority approve Raleigh County Board of Education's grant extension request.

B. James Rumsey Technical Institute Requests an Extension – (Action) – **ATTACHMENT I**

James Rumsey Technical Institute requested a time extension for upgrades to their Early Childhood Education Building. These upgrades include a new roof over the playground, a new HVAC unit, new windows, and a new ceiling, as well as other updates. Due to ongoing issues with supply chain timelines, James Rumsey Technical Institute is in the position that the scope of work will go beyond the expiration date of the grant, which expires on July 5, 2023. A grant extension is being requested through September 30, 2023, which will allow the contractor to complete the work by their projected date of July 31, 2023, and for James Rumsey Technical Institute to complete required paperwork to close out the project.

Executive Director Neptune respectfully recommended that the Authority approve James Rumsey Technical Institute's grant extension request.

C. Mid-Ohio Valley Technical Institute (MOVTI) Requests an Extension – (Action) – **ATTACHMENT J**

Mid-Ohio Valley Technical Institute (MOVTI) requested a time extension for their ongoing project. The current expiration date of the funding grant is July 5, 2023. Although the project is approximately 90% complete, there are concerns that continuing delays in the delivery scheduled of the specified roof top unit may place completion of the project beyond the July 5th expiration date. A grant extension is being requested until January 5, 2024.

Executive Director Neptune respectfully recommended that the Authority approve Mid-Ohio Valley Technical Institute's grant extension request.

Upon a Motion by David Roach with a second by Don Bower, the Authority voted to collectively approve the extension requests for Raleigh County Board of Education, James Rumsey Technical Institute, and Mid-Ohio Valley Technical Institute.

VII.

SELECTION OF PROJECTS

A. Selection of Multi-County / Statewide Funding Projects – (Action) – HANDOUT

Dana Womack, Director of Architectural Services, presented to the Authority the SBA Staff's rankings and recommendations regarding each of the Multi-County/Statewide Funding projects submitted for FY-2024 funding consideration. Grant applications were thoroughly reviewed by the staff, and on-site inspections were performed at each project location to verify the severity of need. The information provided in the Handout represents the SBA staff's full and thorough evaluation of each Multi-County Center's proposed project.

Based on the availability of funding, Executive Director Neptune respectfully recommended the Authority approve funding the projects listed in the Handout.

Calhoun Gilmer Career Center	Renovation to Welding and Culinary Classroom	\$852,227
Fred Eberle Technical Center	Replace and Upgrade Dust Collection System	\$503,986
James Rumsey Technical Center	Renovation to Commercial Driving and Diesel Facility	\$1,500,000
Roane-Jackson Technical Center	Addition for Electrical and HVAC/Plumbing Classrooms	\$5,600,000
South Branch Technical Center	Phase II Renovations for Finishes to Cosmetology Classrooms	\$577,995
United Technical Center	Exterior Improvements and HVAC Renovations	\$609,728

Upon a Motion by Nancy White with a second by Greg Wooten, the Authority voted to approve the recommended Multi-County/Statewide Funding Projects.

B. Selection of MIP Projects - (Action) - HANDOUT

Dana Womack, Director of Architectural Services, presented to the Authority the rankings and recommendations regarding each of the projects submitted for FY2024 MIP funding consideration.

Based on the availability of funding, Executive Director Neptune respectfully recommended the Authority approve funding the projects listed in the Handout:

County	Project	Total Project Cost	Local & Other Funds	SBA Funds Awarded
Barbour	Vocational Center Classroom Addition and Renovations	\$2,883,647	\$1,883,647	\$1,000,000
Calhoun	Calhoun Co. MS/HS Safe School Entrance, and Door Replacement	\$672,810	\$50,000	\$622,810
Hardy	Moorefield MS Roof Replacement	\$1,432,605	\$500,000	\$932,605
Mason	Safe School Entrances at Four (4) Schools	\$827,218	\$372,248	\$454,970
Monroe	James Monroe HS Roof Replacement	\$1,495,462	\$495,462	\$1,000,000
Tucker	Davis-Thomas ES/MS and Tucker Co. HS Ext. Door Replacement	\$913,363	\$50,000	\$863,363
Wayne	Wayne ES Pre-Kindergarten Classroom Addition	\$1,529,263	\$529,263	\$1,000,000

Upon a Motion by Robert Dunlevy with a second by David Roach, the Authority voted the recommended MIP Funding Projects.

VIII.

FUTURE MEETINGS

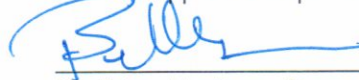
Chairman Abraham advised that the next SBA quarterly meeting is scheduled for September 18, 2023 at the School Building Authority. The November and December dates and locations are to be determined.

IX.

ADJOURNMENT

Upon a Motion by Greg Wooten with a second by Nancy White, the Authority voted to adjourn the December 12, 2022 meeting of the School Building Authority of West Virginia.

Minutes Approved September 18, 2023



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