**Public School Capital Construction Assistance Board (CCAB) Meeting Minutes**

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| **Date & Time:** | Wednesday, December 4, 2024- 1:00pm-3:30pm |
| **Location:** | The Penrose House1661 Mesa Avenue, Colorado Springs, CO 80906 |

**Capital Construction Assistance Board Members:**

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| Wendy Wyman – Chair | Jody Hovde | Lara Vincent |
| Kevin Haas – Vice Chair | Matt Samelson | Mark Wilsey |
| Alan Ford | Wade Turner | George Welsh |

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| I. | **Call to Order:** Meeting called to order by Kevin Haas at 1:03pm |
| II. | **Roll Call:** Members Present: Alan Ford, Kevin Haas, Matt Samelson, Wade Turner, Lara Vincent, Mark Wilsey, Wendy WymanAbsent: Jody Hovde, George WelshGuests: Joe Peters, Attorney General’s Office |
| III. | **Approve Agenda:**Motion moved: Wendy Wyman - *Approve agenda as presented.*Second by: Lara VincentAll for: Alan Ford, Kevin Haas, Matt Samelson, Wade Turner, Lara Vincent, Mark Wilsey, Wendy WymanAbsent: Jody Hovde, George WelshAll opposed: NoneMotion passed |
| IV. | **Approve Minutes:** October 16, 2024Motion moved: Lara Vincent - *Approve Minutes as written.*Second by: Wendy WymanAll for: Alan Ford, Kevin Haas, Matt Samelson, Wade Turner, Lara Vincent, Mark Wilsey, Wendy WymanAbsent: Jody Hovde, George WelshAll opposed: NoneMotion passed |
| V. | **Board Report:** Lara and Wendy both attended the Ribbon Cutting ceremony for Rocky Ford. The community is very excited for the new facility. Fun event. |
| VI. | **Staff Report:*** Andy reviewed some of the ongoing things staff is working on including DOLA, Energy Impact Assistance Fund Grants, hiring of new Building and Construction manager for CDE, website cleanup and accessibility work, CDE Theory of Change and Strategic Planning, CDE Travel and Transportation Manual and budget.
* Deadline for intent to apply for FY25-26 grant round is coming up on **December 15th, 2024**.
* Recent project updates, events and photos from staff and assessors were shared with the board.
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|  | **Action Items:**1. Scoring Criteria and Staff Evaluation: Meg discussed the progress made with the staff evaluation process based on feedback received from the CCAB and next steps.

Motion moved: Wendy Wyman - *I move to approve the revised scoring criteria to include staff evaluations, as presented and attached.*Second by: Alan FordAll for: Alan Ford, Kevin Haas, Matt Samelson, Wade Turner, Lara Vincent, Mark Wilsey, Wendy WymanAbsent: Jody Hovde, George WelshAll opposed: NoneMotion passed |
| VII. | **Discussion Items:**1. Mountain Song Scope Reduction Request
	* + - Staff reviewed the scope reduction request for FY23-24 BEST Grantee Mountain Song Community School and next steps.
			- The CCAB discussed and provided feedback.
2. Updates on FY24-25 Backup Projects:
	* + - Andy gave the status of the FY24-25 bond dependent projects and reviewed the backup list of projects and potential funding.
			- Next steps were discussed.
3. Legislative Updates/Budget:
	* + - Andy reviewed state budget updates and their potential impact on the BEST program.
4. Review of Priorities from August Retreat:
	* + - Andy gave an overview of ongoing staff work on topics from the August retreat including May meeting, master planning and COP match returns.
5. Fact Sheet Review:
	* Andy Reviewed our current fact sheet and the CCAB gave feedback and suggestions.
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| VIII. | **Future Meetings:** * January 16, 2025 – Virtual
* February 20, 2024– Virtual
* March 20, 2024– Virtual
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| IX. | **Public Comment:** None |
| X. | **Adjourn:** Meeting Adjourned by Kevin Haas at 3:19pm |