

Meeting of the Board
STATE PUBLIC SCHOOL BUILDING AUTHORITY

March 15, 2022

Room 515 North Office Building

10:32 a.m. Prevailing Time

MINUTES

1. Call to Order, Filing of Proof of Sunshine Notice and of Sending Notice of the Meeting, and Announcement of Quorum
2. Approval of the Minutes of the Meeting of February 10, 2022
3. Financial Report for the Month of January 2022
4. Revolving Loan Fund
5. Old Business
 - A. Executive Director's Update
6. New Business
7. Adjournment

1. CALL TO ORDER, FILING OF PROOF OF SUNSHINE NOTICE AND OF SENDING NOTICE OF THE MEETING AND ANNOUNCEMENT OF QUORUM

With a quorum of board members present, the meeting of the State Public School Building Authority was called to order on Tuesday, March 15, 2022 at 10:32 A.M. prevailing time, in room 515 North Office Building, Harrisburg, Pennsylvania. The proof of the Sunshine advertisement and certification regarding sending the notice of the meeting is attached to these minutes and identified as Appendix "A". It was noted that the meeting was being recorded.

Board Members Present

Steven Heuer, (Proxy for Governor Thomas W. Wolf)
Terry Trego, (Proxy for Senator Scott Martin)
Jennifer Langan, (Proxy for Treasurer Stacy Garrity)
Auditor General Timothy L. DeFoor
Secretary of General Services Curtis M. Topper

Board Members Participating by Conference Call

Senator Lindsey M. Williams
Patrick Lord, (Proxy for Secretary of Education Noe Ortega)

Members Absent

Representative Curtis G. Sonney
Representative Napoleon J. Nelson

Authority Personnel Present

Eric Gutshall, Executive Director
Beverly Nawa, Director of Operations
David Player, Comptroller

Also Present

William McCarty, Esquire, Authority Counsel, Barley Snyder LLP
Christal Pike-Nase, Esquire, Deputy Chief Counsel, Department of the Auditor General

Also Participating by Conference Call

Mary Correll, Interim Vice President for Finance & Administration, Ursinus College
Robert Clothier, Vice President and General Counsel, Ursinus College
Linda Eremita, Managing Director, Stifel, Nicolaus & Company, Inc.
Gary Nowicki, Director, Stifel, Nicolaus & Company, Inc.

2. APPROVAL OF THE MINUTES OF THE MEETING OF FEBRUARY 10, 2022

A copy of the minutes of the meeting of February 10, 2022, was distributed to the Board Members prior to this meeting. It is therefore recommended that consideration be given to the adoption of the following Resolution:

RESOLVED That the minutes of the SPSBA meeting of February 10, 2022, be and hereby are approved as presented.

Upon **MOTION** by **Auditor General DeFoor**, and after full discussion, the above Resolution was unanimously approved at the SPSBA Board Meeting of March 15, 2022.

3. FINANCIAL REPORT FOR THE MONTH OF JANUARY 2022

The Financial Report for the month of January 2022 was emailed to Board Members prior to this meeting.

It is recommended that consideration be given to the adoption of the following Resolution:

RESOLVED That the Financial Report of the State Public School Building Authority for the month of January 2022 as received by this Board, be accepted, and filed with the minutes of this meeting.

Upon **MOTION** by **Ms. Langan**, and **SECONDED** by **Secretary Topper**, and after full discussion, the above Resolution was unanimously approved at the SPSBA Board Meeting of March 15, 2022.

4. REVOLVING LOAN FUND

Mr. Gutshall explained that we closed one loan to Butler County Community College. The College will use the \$107,000 loan to purchase technology equipment, security equipment, professional services, and software.

Chairperson Heuer asked board members if they had any questions about the revolving loan fund, and hearing none, he moved to old business.

5. OLD BUSINESS

A. Executive Director's Update

Mr. Gutshall explained that we have secured a free space on the sixth floor of the Keystone Building. He thanked DGS and PennDot for their help. We are currently working through the construction, remodeling and moving process. He mentioned that this will save the Authority approximately \$78,000 in lease fees. We have to be out of our current office by June 30th but we are hoping to move before that.

Secretary Topper asked what our plans were with respect to ongoing telework.

Mr. Gutshall said that we are working on a hybrid schedule, coming into the office a few days per week. With this change, we will probably continue that for a while to see how the new space works out and how we manage our time.

Secretary Topper said that he asks everyone that question to get a better idea of what the space and parking consumption is going to look like moving forward, now that virtually every agency has some form of telework. It is going to make us more productive and competitive in the labor market. He believes it is a huge opportunity for us to optimize the way we do parking and the way we occupy space in our buildings. He is happy that the Authority was able to find free space in one of the state's buildings. He believes that the Authority is the first of many that DGS may be able to find space for, because the footprint that agencies are going to require is going to get smaller.

Mr. Gutshall believes that the new space is about one third of our current office space.

Ms. Pike-Nase asked Mr. Gutshall to do a recap of the issues that were discussed at the last meeting for Auditor General DeFoor's benefit.

Mr. Gutshall recapped the following topics from the February 10, 2022 board meeting:

- Changes to the RFP process for bond counsel selection;
- Office move;
- Contracting with OA for IT services.

Mr. Gutshall mentioned that he was very proud of these changes.

Auditor General DeFoor mentioned that, as Mr. Gutshall was explaining these initiatives, he immediately thought of continual process improvement. He believes that is something state government needs to work aggressively on. He was happy to see that Mr. Gutshall had taken that initiative.

Secretary Topper mentioned that he has been leading a lean effort in the Commonwealth for the last seven years. He said that it is a passion of his and that the Wolf administration has approached everything that they do with that in mind.

Secretary Topper explained that when he worked at Georgetown University, he had a fantastic relationship with the University's auditors from a continuous process improvement standpoint. They were able to work hand in hand to drive improved controls, to improve processes and to save money. To the extent that they are able to work together on things like continuous process improvement, it would be hugely beneficial for the taxpayers and for our operations.

Auditor General DeFoor said that was the purpose of the audits that his agency does. They are to highlight issues and also to show a path to improve.

Mr. Gutshall mentioned that Ursinus College, the project that the board will vote on, is the first project to use the new bond counsel selection process.

Chairperson Heuer asked if there was any other old business to come before the Board, and hearing none, he moved to new business.

6. NEW BUSINESS

Chairperson Heuer asked if there was any new business to come before the Board, and hearing none, he asked for a motion to adjourn.

7. ADJOURNMENT

There being no further business to come before the Board at this time, and upon **MOTION** by **Ms. Langan**, the SPSBA Board Meeting was adjourned at 10:45 a.m.

SUNSHINE ACT PUBLIC MEETING NOTICES - THURSDAY, MARCH 3

Please utilize the Contacts name/phone # listed in each notice for reasonable accommodation due to a disability; to check on the meeting status; to inquire about phone/online participation options; etc. Note: some mtgs. may be recorded.

Special, PSERB Special Bylaws/Policy Committee Meeting, 3/7/2022, 3 PM, 5 N. 5th St., Hbg., PA, Contact: Tivia Danner 717-710-6459, Live Mtg. Link: www.PSERS.pa.gov, click on 3/7/22 PSERB Special Bylaws/Policy Comm.

Dept of Agriculture/Bureau of Food Assistance Emergency Food Assistance Advisory Committee Meeting, 3/9/2022, 10 AM, MS Teams Conf. Call: 1-267-332-8737, Access Code: #49 087 357, Dept. of Ag., Rm. 202, 2301 N. Cameron St., Hbg., PA, Contact: Melissa Seiple 717-772-2695.

PA Council on the Arts, 3/10/2022, 9 AM, Conf. Call: 1-267-332-8737, Access Code: 623 811 633#, 216 Finance Bldg., 3rd Fl., Hbg., PA, Main Entrance-North Ave.-Soldier's Grove Side, Contact: Amy Gabriele 717-525-5547, Agenda: laurakline@pa.gov.

PSERS Committee & Board Meetings, 3/10/2022-Day 1: 8 AM-Corp. Gov.; *9 AM-HealthCare; *10 AM- Appeals & Mbr./Emp. Svcs.; *10:15 AM-DC Plan; *10:35 AM-Personnel; *11:35 AM-Budget/Finance; *12:30 PM-Audit; 3/11/2022-Day 2: 8 AM-Investments; *1 PM-Board; *- Denotes mtg. follows prior mtg., start times will not be earlier than stated, 5 N. 5th St., Hbg., PA, Live Stream: www.PSERS.pa.gov, Contact: Tivia Danner 717-710-6459.

Special, State Public School Building Authority & PA Higher Educational Facilities Authority Meeting, 3/15/2022, 10:30 AM, 515 North Office Bldg., Hbg., PA, Contact: Bev Nawa 717-975-2204.

PA Dept. of Agriculture Pesticide Advisory Board Meeting, 3/16/2022, 9 AM, Conf. Call: 1-267-332-8737; Access Code: 614 972 604#, PA Dept of Ag., Rm. 202, 2301 N. Cameron St., Hbg., PA, Contact: Shawn Kupchella 717-705-8027.

State Board of Education Meeting, 3/16/2022, 8:30 AM, Honors Ste., 1st Fl., 333 Market St., Hbg., PA, Contact: Stephanie Jones 717-787-3787, 8:30 AM-Working Session for Cncl. of Higher Ed. & Master Plan for Higher Ed. Advrsy Comm.; 1:00 PM-Spec. Comm. on ESSA Implementation Oversight; 1:30 PM-State Brd. of Career and Tech. Ed., followed immediately by State Board of Ed. Mtg.

DOH Advisory Health Board Meeting, 3/16/2022, 2 PM, Conf. Call: 1-267-332-8737, Access Code: 166 618 627#, Contact & MS Teams video link: Faith Haeussler 717-736-9402.

Special, Dept. of L&I Bureau of Occupational & Industrial Safety Accessibility Advisory Board Meeting, 3/17/2022, 9 AM, Conf. Call: 1-267-332-8737, Access Code: 555 106 387, L&I Bldg., Rm. 1626, Hbg., PA, Virtual Mtg. Only! Contact: Cindy Holtry 717-783-4560.

Professional Standards and Practices Commission (PSPC) Meeting, 3/21/2022, 10 AM, PDE Honors Ste., 1st Fl., 333 Market St., Hbg., PA, Contact: Shane Crosby 717-787-6576.

PA Dept. of Transportation, State Transportation Innovation Council (STIC) Business Meeting, 3/23/2022, 9 AM, Conf. Call: 1-267-332-8737, Access Code: 180 658 906#, Keystone Bldg., 400 North St., Hbg., PA, Contact: Anja Walker 717-425-6288, ADA Accommodation: contact 717-425-6288 or penndotstic@pa.gov 24 hrs. in advance of mtg.

Municipal Police Officers' Education & Training Commission Quarterly Meetings, 3/23/2022: 12:30 PM; 3/24/2022: 9 AM-Exec. Comm. Mtg.; 10 AM-Commission Mtg., Conf. Call: 1-267-332-8737, Access Code: 961 380 399#, 8002 Bretz Dr., Hbg., PA, Agendas: <https://mpoetc.psp.pa.gov>, About Us Tab, Contact: Sheila A. Wetzel 717-346-7750.

Appeared in: **Patriot-News** on Thursday, 03/03/2022

Appendix A

STATE PUBLIC SCHOOL BUILDING AUTHORITY

PENNSYLVANIA HIGHER EDUCATIONAL FACILITIES AUTHORITY
Notice of the Meetings of the Boards to be Held
March 15, 2022

The State Public School Building Authority and the Pennsylvania Higher Educational Facilities Authority Boards will meet on **Tuesday, March 15, 2022, at 10:30 a.m. in Room 515 North Office Building, Harrisburg.** The meetings are to: (a) approve projects for financing; and (b) consider other matters as may properly come before the Board.

Please complete the attached response and return to Bev Nawa via e-mail.

Sincerely,

Eric Gutshall
Executive Director

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Appendix A

Harrisburg, PA

I CERTIFY that the notice on the previous page for the March 15, 2022, meetings was dispatched to the following on March 1, 2022, at the addresses indicated, constituting all of the members of the Board of the State Public School Building Authority.

Steven S. Heuer, Proxy for Governor Wolf
stheuer@pa.gov

Scott Martin, Designated by the President Pro Tempore of the Senate
smartin@pasen.gov

Lindsey M. Williams, Designated by the Minority Leader of the Senate
lindsey.williams@pasenate.com

Curtis G. Sonney, Designated by the Speaker of the House of Representatives
csonney@pahousegop.com

Napoleon J. Nelson, Designated by the Minority Leader of the House of Representatives
repnelson@pahouse.net

Stacy Garrity, State Treasurer
hshaffer@patreasury.gov

Timothy L. DeFoor, Auditor General
plafoe@paauditor.gov

Curtis M. Topper, Secretary of General Services
cutopper@pa.gov

Noe Ortega, Secretary of Education
psherts@pa.gov

GIVEN under my hand and seal this 1st day of March 2022.

Eric Gutshall

Executive Director
State Public School Building Authority
Pennsylvania Higher Educational Facilities Authority