

**FirstLine Operations Committee Meeting – Minutes  
Monday, October 11, 2021 3:30PM – 5:00PM**

Description:

[Join Zoom Meeting](#)

<https://us02web.zoom.us/j/6305734985?pwd=bGI3dFB3bHFGa3R3d1ovU1dtUzFQZz09>

Dial by your location

+1 312 626 6799 US (Chicago)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

Meeting ID: 630 573 4985

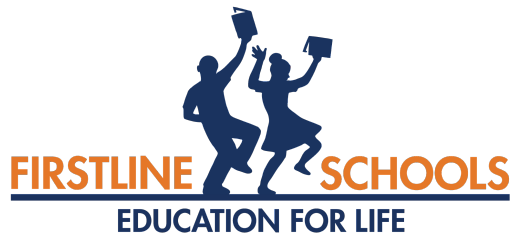
Passcode: 121048

---

Attendees: Rebekah Cain, Neil Williams, Angela Morton, David Barbier

Call to Order

- Meeting called to order @ 3:41 PM
- 2. Review Minutes/Action Items from Previous Committee Meeting
  - [210920 September Operations Committee Meeting Minutes](#)
  - Motion to approve by Neil Williams seconded by David Barbier.
- 3. Committee Goals
  - [Review/Update 2021-2022 Goals](#)
    - i. Reviewed and updated committee goals.
  - September DBE Report
    - i. DBE Spend 5.12% (Up from September 4.21%)
      - 1. Overall spend thur Oct is 3.5mil w/125k to DBEs
      - 2. Overall spend increased was 2.5 mil in sept w/76k to DBEs
    - ii. Neil and David to schedule time during the month of October to complete 3 year forecasting
- 4. Old Business - [Updates](#)
  - COVID-19 Update
    - i. We have set the following goals:
      - 1. 95% of students have access to COVID-19 testing (due to parental completion of the permission form)
      - 2. 80% of students have signed up for broadband access at home (OR we are clear why they cannot)
      - 3. 80% of eligible students get vaccinated
    - ii. Shared percentages in Updates slides with school student COVID registration.
    - iii. Discussed updates to quarantine procedures as it relates to increased weekly testing.
  - Ida Follow-up
    - i. Sharded insurance claims updates



**FirstLine Operations Committee Meeting – Minutes  
Monday, October 11, 2021 3:30PM – 5:00PM**

Description:

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/6305734985?pwd=bGI3dFB3bHFGa3R3d1ovU1dtUzFQZz09>**

Dial by your location

+1 312 626 6799 US (Chicago)

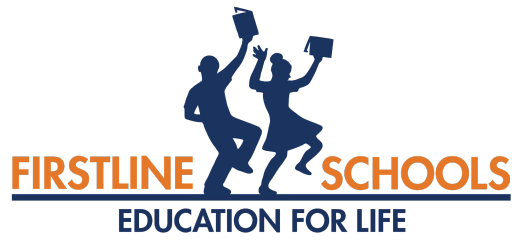
+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

Meeting ID: 630 573 4985

Passcode: 121048

- 
- Supply Chain Issues
    - i. Discussed issues with supply chain
      - 1. Mostly affecting technology components
      - 2. Food hasn't been affected as much but potentially anticipating that to become more of an issue moving forward.
    - ii.
  - Bus Driver Shortage
    - i. Explained steps being taken to reduce issues that we are having with bus driver shortages.
  - ESSR Capital Projects
    - i. All projects have been approved with the exception of Pre-K classroom build.
    - ii. Updated estimates for Pre-K build (will need to work on estimates as funds will need to be spent by October 2023)
5. New Business
- Welcoming New Committee Member
    - i. Angela Morton
    - ii. Purpose of Ops Committee
    - iii. Ops Committee Membership
  - Staffing Update
    - i. SOM Opening
      - 1. Operations Manager at Samuel J. Green will be leaving as of October 15th
      - 2. Position has been posted as of Friday October 8th
      - 3. Discussing options for temporary and part-time support while we work on hiring.
    - ii. Director of Dining Services (Chartwells position)
      - 1. Last day was on Friday October 8th
      - 2. Down to two candidates for permanent role, but have provided some support in the meantime.
6. Meeting Adjourned:
- October meeting adjourned @ 5:05 PM



**FirstLine Operations Committee Meeting – Minutes  
Monday, October 11, 2021 3:30PM – 5:00PM**

Description:

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/6305734985?pwd=bGI3dFB3bHFGa3R3d1ovU1dtUzFQZz09>**

Dial by your location

+1 312 626 6799 US (Chicago)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

Meeting ID: 630 573 4985

Passcode: 121048

---

**Next Operations Committee Meetings:**

- November 8, 2021, 3:30pm
- December 6, 2021, 4:00PM (60 mins)

**Next Board Meetings:**

- Monday, October 18, 2021: 5-7pm via Zoom