

**FirstLine Operations Committee Meeting – Minutes
Monday, February 14, 2022 3:30PM – 5:00PM**

Description:

[Join Zoom Meeting](#)

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

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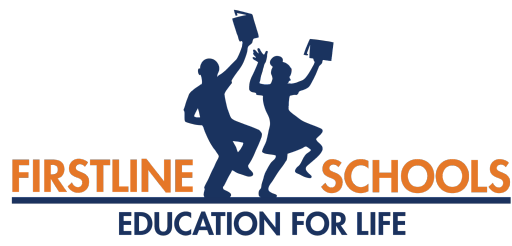
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Meeting ID: 630 573 4985

Passcode: 121048

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

1. Call to order
 - Meeting called to order by David Barbier @ 3:36PM
2. Review Minutes/Action Items from Previous Committee Meeting
 - [220110 January Operations Committee Meeting Minutes](#)
 - Motion to approve Minutes by David, seconded by Rebekah Cain
3. Committee Goals
 - [Review/Update 2021-2022 Goals](#)
 - i. Reviewed and updated committee goals.
 - November DBE Report
 - i. DBE Spend 10.72% (Up from January @ 9.9%)
 1. Overall spend thru February is 12.3mil w/960k to DBEs
 - ii. Staples vs Local Supplier
 1. There are existing opportunities to increase spend w/Local DBEs by limiting items from staples.
4. Old Business - [Updates](#)
 - COVID-19 Update
 - i. Vaccination Events
 1. All five schools had vaccination events the week of Jan 3, Jan 24 and again the week of Feb 14 (LHA had Feb 7 & March 7 events)
 2. Process in place to collect vaccination information for all students
 3. Report of Feb 1 vaccination rates due to NOLA-PS by Feb 25
 - ii. Changing Approach to COVID Testing as of 2/14/2022
 1. Vaccinated staff no longer required to test each week as of Feb 14, 2022
 2. Vaccinated students will only test if parents say they want them to; this will move to all students after Mardi Gras



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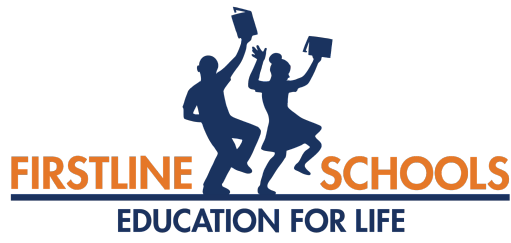
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3. Antigen tests on hand for symptomatic staff, vaccinated staff that are close contacts (for testing on day 5), etc.
 4. Will have tests from NOLA-PS/Federal Govt late this week to expand antigen testing to students - will need to gather new consent forms for this different form of testing. (yay)
 5. We will still host LA Department of Health testers in our buildings for asymptomatic staff who wish to test for as long as that option remains available.
- ESSR Capital Projects
 - i. No movement since our last meeting
 - ii. Need to do an RFQ for Architect to get the LHA project moving
 - Staffing Updates
 - i. Operations Manager at Apple Bus Company is leaving as of February 21st
 - ii. SOM at Green
 1. New round of candidates this month.
 - iii. Data specialist at Network Data Department
 1. Lots of promising candidates who have completed technicals.
 2. Interviews being scheduled
 - iv. Next Year: Network-based SOM
 1. Will be working closely with Neil and provide coverage support at schools for extended absences.
 - FLLO Closure
 - i. Staff
 1. Leadership team has offer letters already for next year
 2. On track for all staff in good standing to have an offer letter in hand before Mardi Gras
 - ii. Students
 1. 84% of students submitted a OneApp in Round1 prior to the Jan 21 deadline (100% of 8th Graders completed OneApp for Round 1)



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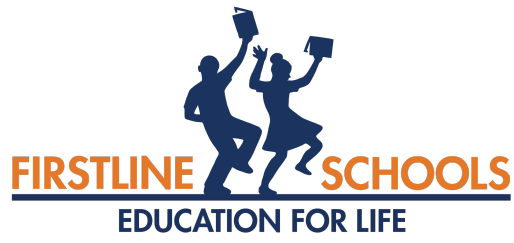
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2. Assignments will be released in late March
 - iii. Building
 1. Siting process released - decision made public by March 18th.
 2. Initial bldg inspection completed on 2/10, awaiting CAP list for closure.
 - iv. NOLA-PS weekly meeting - changing to bi-weekly
 1. 4th Sector joining as of this week
 - v. Network Ops Team
 1. Meeting bi-weekly
 2. Have started on inventory, building vendor & student records
5. New Business
- Architect RFQ
 - i. Working on draft RFQ today (Joe is helping pull this together)
 - ii. Goal: release RFQ by end of this week at the latest
 - iii. RFQs to be due within 30 days of the release of the RFQ
 - iv. Selection committee meeting the week we get them back
 1. Should we do interviews?
 - a. Shortlist interview (finalist)
 - b. Need to ensure the real project team is who is present for the interview
 - v. Goal: have architect team in place by late March so we can get moving on the PreK building project at LHA
 1. Draft plans
 2. Conditional Use change and Permitting process with the city
 3. Management/involvement in construction process
6. Meeting Adjourned:
- Meeting Adjourned @ 4:21PM



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Next Operations Committee Meetings:

- March 14th 3:30-5pm (via Zoom)
- April 11, 3:30-5pm
- May 9, 3:30-5pm

Next Board Meetings:

- March Board Meeting: March 22nd from 5-7pm at Phillis Wheatley Community School
- May Board Meeting (Contract Approval Meeting): May 24th from 5-7pm at Live Oak