



Board of Education of Harford County
Budget Citizen Advisory Committee (CAC)

Meeting Minutes of June 14, 2017

Call to Order

Mr. Securro called the meeting to order at 6:00 PM.

Committee Members Present

Scott Bachman	Paul MacMillian
Donald Beynon	John Santora
Dick Calvert	Bill Securro
Michelle Francis	Jim Thornton
Joseph Lambdin	

HCPS Staff Member(s) Present

Barbara Canavan, Superintendent of Schools
Jillian Lader, Manager of Communication
Joe Licata, Chief of Administration
Deborah Judd, Assistant Superintendent of Schools for Business Services
Eric Clark, Director of Budget for Business Services

Approval of Previous Meeting Minutes

A motion was made by Mr. Calvert and a second by Mr. Lambdin to accept the 4/12/17 meeting minutes. Ms. Francis will submit the approved minutes to Ms. Schmid for posting for public review.

Special Report: Budget Process and Marketing to Stakeholders

Presenters: Barbara Canavan and Jillian Lader

- Ms. Lader shared and reviewed the Community Outreach: Harford County Public Schools Budget Process document
 - Numerous types of communication is offered in various formats and frequencies to Internal and External stakeholders during the budget season (typically focus groups begin in August)
 - Question: Has any advocacy training been done to let the community know how they can help with promoting the budget and needs to the County Executive and County Council?
 - Answer: No formal training has been done in the past that is possibly something that can be researched. Each step of the process is clearly provided to individuals that attend any of the communication sessions.
 - Ms. Canavan agreed that they should look at other ways to stimulate advocacy and input from the community. She also added that the Budget Citizen Advisory Committee will be added to their list and the committee should reach out to her with any questions.
- Mr. Licata advised the biggest challenge is trying to reach lots of people during the critical time period – from when the Board of Education passes the budget and it goes from the Superintendent to the County Executive.
 - Question: Is there a strategic planning process (that goes out maybe 3-4 years) that the budget is tied to?
 - Answer: There currently are forecasts that vary from year to year depending on enrollment. They unfortunately are living “paycheck to paycheck”.
 - Answer: There are unfunded mandates (can be federal, state and/or local) that are often imposed – so they must be implemented but each county must determine how to achieve without any financial assistance. These again are unplanned, so you cannot forecast or be proactive. There are lobbyists in Annapolis that are there to look out for the interests of the school system.

- Answer: The Capital Budget is probably the only budget that has long term / strategic planning tied to it.
- Question: How does Collective Bargaining come into play with contract negotiations?
 - Answer: It really comes down to sequencing. They must start negotiating in the fall, yet the decisions are not finalized until the spring.
- Joe advised this year there was a \$4.6 million increase in health care costs.
- They will be looking to showcase an entire “Compensation Package” going forward and not just the salary for teachers.

Special Report: Out Sourcing Services and Partnering with Harford County Government

Presenters: Joe Licata, Deborah Judd and Eric Clark

- Mr. Licata shared and reviewed the Combined Service: HCPS with County Government Report
- Mr. Licata advised there are currently many joint service contracts with the county.
- There are competing priorities across the agencies and it can sometimes be difficult to prioritize (i.e. vehicles, snow removal, HVAC technicians, etc.)
- Deborah and Eric shared and reviewed an overview of the year long budget process.

Old Business

A. Status Reports

- Mr. Securro shared a summary of what the committee has been doing and continues to do.
- He will accept any edits and then send to Ms. Reynolds and offer to attend an upcoming Board of Education meeting to present to the Board (along with the Sub Committee Structure that was developed earlier in the year).

B. Quarterly Meeting Dates for 2017 - 2018

- Mr. Securro proposed the committee continue to meet the 2nd Wednesday of each quarter.
- He will send the dates to Ms. Schmid to reserve the conference room for the future meetings.

C. Sub Committees

- Mr. Bachman and Ms. Francis were added to the Services and Operations committee
- Mr. Guthrie and Mr. Lambdin were added to the Enrollment and Class Size committee
- Mr. Santora and Mr. Securro were added to the Budget Process and Marketing committee

New Business

Current Board of Education Budget

- All layoffs due to budget constraints were done through attrition
- It was suggested the committee research midyear raises and step increases

Adjourn

With no further business before the committee, the meeting adjourned at 8:10 p.m.