

STATE OF OKLAHOMA

STATE USE COMMITTEE MEETING MINUTES

Oklahoma Pharmacy Board
Board Room
2920 N. Lincoln Blvd.
Oklahoma City, OK 73105

December 6, 2017

Call to Order

Mr. Tate called to order the regular meeting of the State Use Committee at 1:03 p.m.
The meeting agenda was posted on Friday, November 17, 2017.

Roll call for Quorum

Daron Hoggatt conducted the roll call.

Members Present: Robin Arter, Regina Chace, Jim Kettler, William Smith,
Jerry Tate, Marshall Ottinger, Stephanie Brown

ABSENT: None

Quorum declared with 7 members present.

Introductions: All attendees

I. Approval of Minutes

Corrections:

No Corrections

Motion to approve the minutes of the October 11, 2017, State Use Committee meeting made by Mr. Smith and seconded by Ms. Chace.

YEAS: Ms. Arter, Ms. Chace, Mr. Kettler, Ms. Brown, Mr. Smith, Mr. Tate, Mr. Ottinger

NAYS: None

ABSTAIN: None

ABSENT: None

Motion passed

II. Financial Information

As of November 1, 2017 the operating budget, account balance is \$356,829.23. Current balance November 27, 2017 \$350,622.52

III. Approval of State Use 2018 Calendar

Corrections:

No Corrections

Motion to approve the State Use 2018 Calendar.

YEAS: Ms. Arter, Ms. Chace, Mr. Kettler, Ms. Brown, Mr. Smith, Mr. Tate, Mr. Ottinger

NAYS: None

ABSTAIN: None

ABSENT: None

Motion passed

IV. Legislators and Agency Discussion

Ferris Barger, State Purchasing Director: Mr. Barger introduced the 2 agencies to the State Use Committee meeting. He pointed out things he felt could be improved.

Jennifer Mason, ODOT: Procurement Division Manager: Ms. Mason spoke of how Colleen at Dale Rogers Training Center worked with her on Earthquake Bags. She also mentioned how much she appreciated the way DRTC worked to meet the needs of ODOT.

Cathy Menefee, Tourism: Ms. Menefee shared her concerns over the quality of some State Use Vendor items. The committee members addressed the concerns and encouraged the agency to reach out to vendor directly if they have concerns or issues. The vendors are very open to meeting the needs of the agencies. Open dialog between agencies and vendors is beneficial to the success of the program.

Jerry Tate & Jim Kettler thanked the agencies for sharing their thoughts and concerns. Mr. Tate stated he welcomed the agencies contacting him as a resource for questions or comments pertaining to State Use vendors or products when the agencies have issues. Mr. Kettler thanked the agencies for coming. Mr. Tate extended an invitation to come to future State Use Committee Meetings.

Daron Hoggatt extended an invitation to come and speak to the agencies.

V. Liaison Update

Ms. Means should complete her visits to cities and counties by the end of calendar year 2017. Beginning in January 2018, Ms. Means will turn her focus to the education sector, (specifically K-12 and Career Technologies programs). State Use is considering starting a committee similar to the State Wide Agency Summit that meets once a quarter. Ms. Means extended an invitation to Ms. Mason and Ms. Menefee to serve on this committee. Ms. Means & Mr. Hoggatt held a training session for State Use Vendors this morning that focused on compliance and how to prepare fair markets.

VI. CPO Training/Vendor Trade Fair

Mr. Hoggatt shared that 600 CPO's signed up and approximately 300 CPO's attended. Twenty-four vendors with clients attended the trade fair. The low attendance could be due to location. The feedback was very positive especially meeting the clients.

VII. Vendor Compliance

All vendors are in compliance.

SUPRA Reports are due by December 31, 2017. Currently, 4 out of 48 State Use Vendors have turned in their SUPRA Reports.

VIII. Exception Requests

- **Oklahoma State Banking department:**
Description of Exception: The tissue South Central provides is scratchy and not a good quality.
Result: DENIED (per State Use Committee and State Purchasing Director)
Date of Request: 1-14-2017
- **Land Office, Commissioners of the State of Oklahoma:**
Description of Exception: Computer Cleaning and Maintenance Supplies
Result: DENIED
Date of Request: 11-17-2017
- **ODOC/BJCC:**
Description of Exception: Requesting to purchase air filters from Grainger
Result: DENIED
Date of Request: 10-16-2017
- **OK Department of Corrections:**
Description of Exception: Purchase filters at lower cost from Lowe's not like-for-like item.
Result: DENIED
Date of Request: 11-9-2017
- **DOC/James Crabtree Correctional Center:**
Description of Exception: Safety Pens
Result: APPROVED (one time exception)
Date of Request: 11-8-2017
- **Oklahoma Department of Corrections:**
Description of Exception: Spices more economical at Webstaurant.
Result: APPROVED (one time only exception)
Date of Request: 11-9-2017
- **John Lilley Correctional Center:**
Description of Exception: Trays more economical at Webstaurant.
Result: DENIED
Date of Request: 11-17-2017
- **Oklahoma Bureau of Narcotics:**
Description of Exception: Immediate need of toner cartridges for headquarters fax machine.
Result: APPROVED
Date of Request: 10-30-2017
- **Department of Mental Health & Substance Abuse Services:**
Description of Exception: Children's Recovery Center is in need of Patient Care Assistants. Galt is unable to provide enough PCA's or to complete background checks in a timely manner

Result: APPROVED (1 year)

Date of Request: 11-2-2017

- **Oklahoma Department of Transportation:**

Description of Exception: Division has sampled GoJo but needs a product like Joe's Hand Cleaner that does not require water to clean off skin.

Result: DENIED

Date of Request: 10-10-2017

- **ODVA-Norman:**

Description of Exception: Adult hairbrushes through Medline are more cost effective.

Result: APPROVED

Date of Request: 11-3-2017

- **ODVA-Norman:**

Description of Exception: Combs are more cost effective through Medline.

Result: APPROVED

Date of Request: 11-3-2017

- **ODVA-Clinton Division:**

Description of Exception: McKesson is on the federal contract. ODVA has the option of using the federal contracts. McKesson's Shampoo price is lower than South Central Industries, who is unable to meet or beat their price.

Result: APPROVED (one-time only exception)

Date of Request: 11-7-2017

- **OKLAHOMA HEALTH CARE AUTHORITY:**

Description of Exception: OHCA has requested to terminate their arrangement with Kiamichi Opportunities due to low volume of linens.

Result: APPROVED (This is not cost effective for the State Use Vendor)

Date of Request: 10-6-2017

- **OKLAHOMA STATE DEPARTMENT OF HEALTH:**

Description of Exception: Requesting to purchase scented color markers. Scent plus color increases learning and retention,

Result: APPROVED (one-time only exception)

Date of Request: 11-27-2017

IX. Fair Market Values - Review

FAIR MARKET VALUES									
	Ms. Arter	Ms. Brown	Ms. Chace	Mr. Kettler	Mr. Ottenger	Mr. Smith	Mr. Tate		
Kiamichi Opportunities - Product: 12164502/1000000418 FLAVORING: Almond, Pure 16 oz VENDOR REQUESTED SELLING PRICE: \$6.50 Minimum: No minimum Shipping Included: Yes	2	Y	Y	Y	1	A	Y		
Kiamichi Opportunities - Product: 50171550/1000000276 BASIL: Leaves 1.75 oz VENDOR REQUESTED SELLING PRICE: \$16.50 Minimum: No minimum Shipping Included: Yes	2	Y	Y	Y	1	A	Y		
Kiamichi Opportunities - Product: 50171550/1000000277 BASIL: Leaves 12 oz VENDOR REQUESTED SELLING PRICE: \$6.50 Minimum: No minimum Shipping Included: Yes	2	Y	Y	Y	1	A	Y		
Kiamichi Opportunities - Product: 50171550/1000000507 SPICES: Onion Powder 20oz Pure Ground VENDOR REQUESTED SELLING PRICE: \$5.25 Minimum: No minimum Shipping Included: Yes	2	Y	Y	Y	1	A	Y		
Kiamichi Opportunities - Product: 50171550/1000000604 Spices: Oregano, ground 13oz VENDOR REQUESTED SELLING PRICE: \$7.25 Minimum: No minimum Shipping Included: Yes	2	Y	Y	Y	1	A	Y		
Kiamichi Opportunities - Product: 50171550/1000000921 SEASONING: Blended with Salt 25 lb VENDOR REQUESTED SELLING PRICE: \$45.00 Minimum: No minimum Shipping Included: Yes	2	Y	Y	Y	1	A	Y		
Kiamichi Opportunities - Product: 50171550/1000001575 CUMIN powder, pure, ground 1 lb Can VENDOR REQUESTED SELLING PRICE: \$5.50 Minimum: No minimum Shipping Included: Yes	2	Y	Y	Y	1	A	Y		
Kiamichi Opportunities - Product: 50171550/1000001644 CURRY: powder, pure, ground 1 lb Can VENDOR REQUESTED SELLING PRICE: \$8.00 Minimum: No minimum Shipping Included: Yes	2	Y	Y	Y	1	A	Y		
Kiamichi Opportunities - Product: 50171550/1000001734 PEPPER: Black, Ground 5 lb Can VENDOR REQUESTED SELLING PRICE: \$39.50 Minimum: No minimum Shipping Included: Yes	2	Y	Y	Y	1	A	Y		

FAIR MARKET VALUES

	Ms. Arter	Ms. Brown	Ms. Chace	Mr. Kettler	Mr. Ottinger	Mr. Smith	Mr. Tate
Kiamichi Opportunities - Product: 50171550/1000001791 MUSTARD: Dry Ground, Pure, 1 lb VENDOR REQUESTED SELLING PRICE: \$4.75	2	Y	Y	Y	1	A	Y
Minimum: No minimum Shipping Included: Yes							
Kiamichi Opportunities - Product: 50171550/1000001827 Garlic Powder 30 lb VENDOR REQUESTED SELLING PRICE: \$165.00	2	Y	Y	Y	1	A	Y
Minimum: No minimum Shipping Included: Yes							
Kiamichi Opportunities - Product: 50171550/1000028044 SPICE: Allspice 1 lb Can VENDOR REQUESTED SELLING PRICE: \$7.50	2	Y	Y	Y	1	A	Y
Minimum: No minimum Shipping Included: Yes							
Kiamichi Opportunities - Product: 50171550/1000028045 ONION SALT: 36oz Container VENDOR REQUESTED SELLING PRICE: \$4.50	2	Y	Y	Y	1	A	Y
Minimum: No minimum Shipping Included: Yes							
Kiamichi Opportunities - Product: 50171551/1000001676 SALT: Iodized, Individual Packets 3000/case VENDOR REQUESTED SELLING PRICE: \$8.25	2	Y	Y	Y	1	A	Y
Minimum: No minimum Shipping Included: Yes							
Kiamichi Opportunities - Product: 50171552/1000004189 SPICES: Chili Powder 1 lb can Ground Light VENDOR REQUESTED SELLING PRICE: \$5.25	2	Y	Y	Y	1	A	Y
Minimum: No minimum Shipping Included: Yes							
Kiamichi Opportunities - Product: 50171552/1000004190 CHILI POWDER: 5 pound VENDOR REQUESTED SELLING PRICE: \$28.45	2	Y	Y	Y	1	A	Y
Minimum: No minimum Shipping Included: Yes							
Kiamichi Opportunities - Product: 50171830/1000003169 CONDIMENT: Mayonnaise, 12 grams. 200 per Case VENDOR REQUESTED SELLING PRICE: \$5.00	2	Y	Y	Y	1	A	Y
Minimum: No minimum Shipping Included: Yes							
Kiamichi Opportunities - Product: 50192401/1000000728 JELLY: Grape Grade A 1/2 oz, 200 per case VENDOR REQUESTED SELLING PRICE: \$8.50	2	Y	Y	Y	1	A	Y
Minimum: No minimum Shipping Included: Yes							

FAIR MARKET VALUES

	Ms. Arter	Ms. Brown	Ms. Chace	Mr. Kettler	Mr. Ottinger	Mr. Smith	Mr. Tate
Kiamichi Opportunities - Product: 50192401/1000000785 Jelly: Apple-Grape Asst; Reduced Calorie 12 grams 200 per case VENDOR REQUESTED SELLING PRICE: \$ 12.50 Minimum: No minimum Shipping Included: Yes	2	Y	Y	Y	1	A	1
Kiamichi Opportunities - Product: 50192401/1000001678 JELLY: Apple Pure Grade A 1/2oz, 200 per case VENDOR REQUESTED SELLING PRICE: \$12.00 Minimum: No minimum Shipping Included: Yes	2	Y	Y	Y	1	A	1
Kiamichi Opportunities - Product: 50421844/1000000494 25 lb Red Beans VENDOR REQUESTED SELLING PRICE: \$21.00 Minimum: No minimum Shipping Included: Yes	2	Y	Y	Y	1	A	1
Kiamichi Opportunities - Product: 50421844/1000000495 50 lb Red Beans VENDOR REQUESTED SELLING PRICE: \$41.00 Minimum: No minimum Shipping Included: Yes	2	Y	Y	Y	1	A	Y
People First of Bryan County - Product: COSCO Finale 2-in-1 Booster Seat BC110 (Evenflo 3081198 Equal) VENDOR REQUESTED SELLING PRICE: \$65.42 Minimum: No minimum Shipping Included: Yes	Y	Y	1	Y	Y	2	Y
People First of Bryan County - Product: COSCO Highrise Booster 22-222BIGB (Evenflo 3414198 Equal) VENDOR REQUESTED SELLING PRICE: \$13.50 Minimum: No minimum Shipping Included: Yes	Y	Y	1	Y	Y	2	Y
People First of Bryan County - Product: COSCO MightyFit 65 DX CC173EEN (Evenflo 3712198 Equal) VENDOR REQUESTED SELLING PRICE: \$61.25 Minimum: No minimum Shipping Included: Yes	Y	Y	1	Y	Y	2	Y
People First of Bryan County - Product: COSCO onBoard 35 (C201CHZ (Evenflo 31521561 Equal) VENDOR REQUESTED SELLING PRICE: \$77.74 Minimum: No minimum Shipping Included: Yes	Y	Y	1	Y	Y	2	Y
People First of Bryan County - COSCO Rightway Car Seat BC065AQL (Evenflo 3192198 Equal) VENDOR REQUESTED SELLING PRICE: \$28.03 Minimum: No minimum Shipping Included: Yes	Y	Y	1	Y	Y	2	Y

FAIR MARKET VALUES									
	Ms. Arter	Ms. Brown	Ms. Chace	Mr. Kettler	Mr. Ottinger	Mr. Smith	Mr. Tate		
People First of Bryan County - Product: Evenflo 3431198 Chase No Harness Booster Seat VENDOR REQUESTED SELLING PRICE: \$31.75 Minimum: No minimum Shipping Included: Yes	Y	Y	1	Y	Y	2	Y		
People First of Bryan County - Product: Retractable Correction Tape, White - Pen-Style - 12 each VENDOR REQUESTED SELLING PRICE: \$24.75 Minimum: No minimum Shipping Included: Yes	Y	2	Y	Y	1	Y	Y		
South Central Industries - Product: 4oz Polystyrene Portion Cups, Plastic, Translucent, 2500/case VENDOR REQUESTED SELLING PRICE: \$60.00 Minimum: 1 box Shipping Included: Yes	Y	Y	Y	1	Y	2	Y		
South Central Industries - Product: CUP LIDS: Plastic cold cup lids for 32 oz. foam cups, translucent, crossed straw slots. Sold 500 to a case VENDOR REQUESTED SELLING PRICE: \$32.80 Minimum: 1 box Shipping Included: Yes	2	1	Y	Y	Y	A	Y		
South Central Industries - Product: STRAWS: 7 3/4" Jumbo plastic straws, translucent, individually wrapped. Sold 500 in a box. VENDOR REQUESTED SELLING PRICE: \$9.66 Minimum: 1 box Shipping Included: Yes	1	Y	Y	Y	2	A	Y		

X. New Business:

Jerry Tate – Have we checked into SUPRA as far as state’s enrollment in SUPRA along with the other states.
Daron Hoggatt – State Use will not be participating in SUPRA due to Governor Fallen’s travel ban. State Use is not required to report to SUPRA. SUPRA will reflect nationwide comparisons for the effectiveness of the State Use Program.

XI. Public Comments

Tina Hanna, Director South Central-

Regina Chace, DDS- DOL WIOA January 11, 2018 14C Certification Training.

XII. Adjourn

Motion to adjourn made by Mr. Smith and seconded by Ms. Chace.
Meeting Adjourned at 3:10 p.m.