

STATE OF OKLAHOMA
STATE USE COMMITTEE MEETING MINUTES

Library for the Blind and Physically Handicapped
300 NE 18th Street
Oklahoma City, OK 73105
June 13, 2012

Call to Order

William Smith called to order the regular meeting of the State Use Committee at 1:02 pm.

Roll call for Quorum

Timothy Harvey conducted a roll call.

Members Present: William Smith, Committee Chair; David Oliver, Committee Vice Chair; Effie Ballard, Committee Member; John Morrison, Committee Member; Michael Jones, Committee Member

Members Absent: None

Quorum Declared with 5 members present.

Introductions

I. Approval of Minutes

Motion to approve the minutes of the April 11, 2012 State Use Committee meeting as presented made by Mr. Oliver and seconded by Ms. Ballard. There was no discussion.

YEAS: Ms. Ballard, Mr. Morrison, Mr. Oliver, Mr. Smith, Mr. Jones

NAYS: None

Motion passed

II. Financial Information

- a. Operating Budget Report
- b. Quarterly Report

III. Discussion and Possible Action to approve fair market pricing

a. SW078 Personal Hygiene Products – South Central Industries, Inc.

Various personal hygiene products solicited to all Qualified Organizations, South Central Industries, Inc. recommended as vendor for statewide contract. Motion to approve and establish the Fair Market Review Sub-Committee's Recommendation that the proposed contract price be established as the fair market price made by Ms. Ballard and seconded by Mr. Jones. Brief discussion followed.

YEAS: Ms. Ballard, Mr. Morrison, Mr. Oliver, Mr. Smith, Mr. Jones

NAYS: None

Motion passed

b. SW022 Ergonomic Chairs – Galt Foundation

Motion to approve and establish the Fair Market Review Sub-Committee's Recommendation of the proposed contract price is set as the fair market price for ergonomic chairs made by Ms. Ballard and seconded by Mr. Oliver.

YEAS: Ms. Ballard, Mr. Morrison, Mr. Oliver, Mr. Smith, Mr. Jones

NAYS: None

Motion passed

c. SW172 Beans – Kiamichi Opportunities

Motion to approve and establish the Fair Market Review Sub-Committee's Recommendation of the proposed contract price is set as the fair market price for beans made by Ms. Ballard and seconded by Mr. Oliver.

YEAS: Ms. Ballard, Mr. Morrison, Mr. Oliver, Mr. Jones

NAYS: None

ABSTAIN: Mr. Smith

Motion passed

d. SW915 Under Garments – South Central Industries, Inc.

Motion to approve and establish the Fair Market Review Sub-Committee's Recommendation of the proposed contract price is set as the fair market price for under garments made by Mr. Oliver and seconded by Mr. Jones.

YEAS: Ms. Ballard, Mr. Morrison, Mr. Oliver, Mr. Smith, Mr. Jones

NAYS: None

Motion passed

IV. Discussion and Possible Action concerning House Bill 2646

House Bill 2646 passed. An Act relating to state government; amending 74 O.S. 2001, Section 3001, 3003 and 3007, which relate to the State Use Committee; modifying membership of the Committee; modifying definitions; and providing for temporary exception for the purchase of certain products.

Motion to re-establish a State Use Rules Sub-Committee comprised of Judy Goodwin, Scott Schlotthauer, Chip Pearson, David Oliver, Effie Foster-Ballard, Jerry Weddington and Timothy Harvey made by Mr. Smith and seconded by Mr. Morrison.

YEAS: Ms. Ballard, Mr. Morrison, Mr. Oliver, Mr. Smith, Mr. Jones

NAYS: None

Motion passed

V. Discussion and Possible Action on next year's Trade Show and Legislative Reception

Suggestions of where the State Use Trade Show and Legislative Reception should take place were given. Timothy Harvey suggested four separate Legislative Receptions in the four areas of the state. Ms. Ballard suggested the Trade Show at the Capitol building. Mr. Smith suggested the Trade Show remain at the History Center with the Buyers. Judy Atkins from Galt Foundation suggested the State Use Program do a break out session at the OKAPP (Oklahoma Association of Public Procurement) Conference next year to reach the Buyers.

Discussion and possible action to be on the August agenda.

VI. Discussion and Possible Action to approve State Use Procurement Schedule

New format of the State Use Procurement Schedule was presented, brief discussion followed. Motion to approve the Procurement Schedule made by Mr. Jones and seconded by Mr. Morrison.

YEAS: Ms. Ballard, Mr. Morrison, Mr. Oliver, Mr. Smith, Mr. Jones

NAYS: None

Motion passed

VII. Reports

New Employee – Malina Brywczyński joined the State Use Staff

Compliance – Notice to Cure letters will be sent to all Qualified Organizations that are currently non-compliant.

VIII. New Business

Timothy Harvey briefly discussed the Tobacco Free Policy on all state property which will be effective July 1, 2012. All contractors must abide by the policy.

IX. Public comments and announcements

James Hill, Director of The Meadows Center for Opportunity, Inc. voiced concerns about the Department of Central Services, Surplus Program doing document destruction, which is affecting his mandatory statewide contract for document destruction.

Judy Goodwin, Executive Director of Oklahoma Community-Based Providers made an announcement about the Oklahoma Rehabilitation Association Conference in Tulsa on July 18.

Meeting Adjourned at 2:25 p.m.