

STATE OF OKLAHOMA
STATE USE COMMITTEE SPECIAL MEETING MINUTES

Will Rogers Office Building
2401 N Lincoln Blvd, Room 102/104, Oklahoma City, OK 73105
February 22, 2010

Call to order

Will Smith called to order the regular meeting of the State Use Committee at 1:05pm.

Roll call for Quorum

Will Smith conducted a roll call.

Members Present: William Smith, Committee Chair; David Oliver, Committee Vice Chair; Effie Ballard, Committee Member; Greg DeMartra, designee for Committee Member; Randy Ross, designee for John Richard, Committee Member.

Quorum Declared with all members present

I. Discussion & Possible Action Concerning Legislative Changes to the State Use Law

Mr. Smith appointed a sub-committee to review the State Use Law and recommend any necessary revisions to the full Committee. Sub-Committee members are Effie Foster-Ballard, David Oliver and Judy Goodwin.

II. Discussion and Clarification concerning the State Use Law

Mr. Smith proceeded to item three on the agenda. Gaye Tudor from the Office of the Attorney General discussed the State Use Law. Discussion among Committee members and Vendors present. Ms. Tudor explained her interpretation of the State Use Law:

- The one percent levy funds are budgeted and expended by the Department of Central Services to support the Committee's operations.
- All products and services with established fair markets on the procurement schedule are mandatory purchases.
- Any qualified organization can provide a product or service on the procurement schedule at fair market price if the qualified organization is listed to provide it.
- The State Use Law does not make contracts exclusive.

Revisions can be made legislatively if the Committee desires to do so. The question was posed whether State Use should have mandatory statewide contracts in place. Ms. Tudor suggested the question be put in writing for review by Ms. Harris, legal counsel for the committee. Mr. Oliver requested the Committee be updated on the clarification of the law.

Ten Minute Recess – Reconvened at 2:35 p.m.

III. Discussion & Possible Action Concerning Personal Services Contracts Held by the State Use Committee

Item tabled.

IV. Discussion and possible action concerning State Use marketing expenditures

Mr. Smith presented a promotional item which was developed by the former marketing sub-committee in partnership with Staples. Mr. Smith requested the State Use Committee share the cost of the promotional item.

Motion by Ms. Ballard to proceed with cost sharing of the promotional item if the item is available for the legislative reception and trade show. Mr. Ross added language to proceed if the budget allows. Accepted as friendly amendment by Ms. Ballard. Motion seconded by Mr. Oliver.

YEAS: Mr. Smith, Mr. Oliver, Ms. Ballard, Mr. DeMartra, Mr. Ross

NAYS: None

Motion Passed

V. Discussion, review and vote to accept or reject any or all bids for the Economic Benefits Study. The Committee may consider, discuss and possibly vote on alternative options on any or all bids.

Three responses received for the Economic Benefits Study invitation to bid.

Motion to reject the three bid responses by Mr. Oliver, seconded by Ms. Ballard.

YEAS: Mr. Smith, Mr. Oliver, Ms. Ballard, Mr. DeMartra, Mr. Ross

NAYS: None

Motion Passed

Mr. Ross discussed directing staff to explore other options. Ms. Goodwin to send information to Mr. Ross and State Use Contracting Officer Mr. Smith.

VI. Discussion of the 2010 SUPRA (State Use Programs Association) Conference

Mr. Smith and State Use Contracting Officer Mr. Smith reported on the SUPRA Conference.

VII. Discussion & possible action concerning the Annual Trade Show and Legislative Reception

Collecting voluntary contributions for the State Use Legislative Reception from qualified organizations is not a function of the State Use Contracting Officer. The qualified organizations are to organize the voluntary contributions themselves.

Adjournment

Motion to adjourn by Mr. Oliver, seconded by Ms. Ballard

YEAS: Mr. Smith, Mr. Oliver, Ms. Ballard, Mr. DeMartra, Mr. Ross

NAYS: None

Motion Passed

Meeting Adjourned at 3:12 PM