

STATE OF OKLAHOMA
STATE USE COMMITTEE MEETING MINUTES

Library for the Blind and Physically Handicapped
300 NE 18th Street, Oklahoma City, OK 73105
June 15, 2011

Call to order

William Smith called to order the regular meeting of the State Use Committee at 1:00 pm.

Roll call for Quorum

Larry Smith conducted a roll call.

Members Present: William Smith, Committee Chair; David Oliver, Committee Vice Chair; Effie Ballard, Committee Member; Mike Fina designee for John Richard, Committee Member; Bob Utley designee for Director of Visual Services, Committee Member

Members Absent: None

Quorum Declared with 5 members present.

Introductions

I. Approval of minutes

Motion to approve the minutes of the April 6, 2011 State Use Committee meeting with one revision to page four made by Ms. Ballard and seconded by Mr. Oliver.

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

NAYS: None

Abstain: Mr. Fina, Mr. Utley

Motion passed

II. Financial Information

- a. Allotment Report
- b. Deposit Report
- c. Operating Budget Comparison
- d. Quarterly Report

III. Discussion and Possible Action to approve fair market pricing

a. SW203 Incontinent Briefs – Sheltered Work Opportunities of Bryan County

Motion to approve and establish the proposed state contract price as the fair market price for said contract, as recommended by the Fair Market Review Sub-Committee was made by Mr. Oliver and seconded by Ms. Ballard.

YEAS: Mr. Oliver, Ms. Ballard, Mr. Fina, Mr. Smith

NAYS: None

ABSTAIN: Mr. Utley

Motion passed

b. SW772 Disposable Dinnerware – Oklahoma Production Center

Motion to approve and establish the calculated fair market price as the fair market price, as recommended by the Fair Market Review Sub-Committee for the condiment kits made by Mr. Oliver and seconded by Mr. Smith.

YEAS: Mr. Oliver, Mr. Fina, Mr. Smith

NAYS: None

ABSTAIN: Ms. Ballard, Mr. Utley

Motion passed

c. SW022 Printer Cartridges – Garvin County Community Living Center

Motion to approve and establish the calculated fair market price as the fair market price, as recommended by the Fair Market Review Sub-Committee for the printer cartridges made by Ms. Ballard and seconded by Mr. Oliver.

YEAS: Mr. Oliver, Ms. Ballard, Mr. Fina, Mr. Smith

NAYS: None

ABSTAIN: Mr. Utley

Motion passed

d. SW104 Disposable Gloves – South Central Industries

Motion to approve and establish the calculated fair market price as the fair market price, as recommended by the Fair Market Review Sub-Committee for the disposable gloves made by Mr. Oliver and seconded by Ms. Ballard. Short discussion.

YEAS: Mr. Oliver, Ms. Ballard, Mr. Fina, Mr. Smith

NAYS: None

ABSTAIN: Mr. Utley

Motion passed

e. SW320 Urinal Blocks & Deodorizers – South Central Industries

Discussion. Line 23, 1000005261 removed from list. Motion to approve and establish the calculated fair market price as the fair market price for all products except line 23, rim hangers, as recommended by the Fair Market Review Sub-Committee for the urinal blocks and deodorizers made by Mr. Oliver and seconded by Mr. Smith.

YEAS: Mr. Oliver, Mr. Fina, Mr. Smith

NAYS: Ms. Ballard

ABSTAIN: Mr. Utley

Motion passed

f. SW306 Hoses– NewView Oklahoma

Motion to approve and establish the proposed state contract price as the fair market price for said contract, as recommended by the Fair Market Review Sub-Committee was made by Ms. Ballard and seconded by Mr. Oliver.

YEAS: Mr. Oliver, Ms. Ballard, Mr. Fina, Mr. Smith

NAYS: None

ABSTAIN: Mr. Utley

Motion passed

IV. Presentation of proposed budget for FY-2012

Larry Smith discussed the budget for FY-2012.

V. Reports

- a. Man hour comparisons were discussed by Larry Smith.
- b. Impact/benefit report was discussed by Larry Smith, he is meeting with a professor about this study.
- c. Eway portal contract with Staples was discussed by Larry Smith, additional savings have been negotiated and Staples will now pay a 1.5% contract management fee.
- d. The 14th Annual State Use Program Association (SUPRA) Conference will be held in San Diego, California from January 18-20, 2012.
- e. Freight charges are still being reviewed.
- f. Training with Work Activity Center has been completed, they are now in compliance.

VI. Open review and discussion of recent media stories pertaining to State Use

News Channel 9 report was discussed regarding state contracts and spend. Judy Goodwin from Oklahoma Community-Based Providers read the letter she sent to Amy Lester of Channel 9.

VII. New Business

No new business.

VIII. Public comments and announcements

State Use Contracting Officer, Larry Smith announced he will retire at the beginning of 2012.

Meeting Adjourned at 2:08 p.m.