

**State Of Illinois**  
**State Use Committee Meeting**  
**Minutes**  
**January 15, 2013**

Video Conferencing sites:

SIU-C	CMS	CMS	IDOT
Morris Library 184-A Carbondale, IL	Room 715 Springfield, IL	JRTC, Room 9-036 Chicago	Room 120 Springfield

**I. Call to Order**

Chairman Roberts welcomed everyone and called the meeting to order at 1:05 P.M.

**II. Roll Call**

Present at the meeting were the following members: (see attached)

Sharla Roberts, Chairman  
Seymour Bryson in Carbondale  
Christine M. Dickey  
Richard W. Gloede  
Curt Massie  
Audrey McCrimon  
Dan Strick

Chairman Roberts stated there was a quorum present.

**III. Approval of the Minutes of the October 31, 2012 Meeting**

Chairman Roberts called for a motion to approve the Minutes from the October 31, 2012 meeting.

Motion to approve: Member Gloede

Motion to second: Member Dickey

Chairman Roberts announced that the minutes from the October 31, 2012 were approved

Chairman Roberts stated that Member McCrimon joined the meeting.

**IV. Review of and Vote on Proposed Contracts (see attachment for list of contracts)**

All contracts for vote were read aloud by Brynn Henderson (see attached vote sheet)

Question: Member McCrimon asked the difference between a new and brand new contract.

Answer: Chairman Roberts explained that a brand new contract is one that the program never had before while a new contract is one that has been a State Use contract and ran out of renewals therefore a new contract was issued.

Chairman Roberts asked to have the draft version of the Annual Report sent to the Committee for their review.

Motion: To approve all contracts: Member Strick

Motion: To second: Member Massie

Chairman Roberts announced that all contracts were voted on and approved as read.

## **V. New Business:**

Joe Kim from the Ethics Commission gave a short presentation about SB51 and how their staff could help the State Use Program. Mr. Kim would like to identify new products and services; he would like to be more involved by coming to the State Use meetings and going on site visits with the State Use staff.

Margaret Van Dyke from the Ethics Commission added that she would like to use both organizations to promote the State Use Program.

Chairman Roberts stated that State Use held an exhibition with twenty five vendors in Chicago in October and invited all the CPO's Agencies including Higher Education. State Use is planning on having an Exhibition in the spring in Springfield or Southern Illinois, possibly at IDOT in Collinsville.

Ben Bagby from the Ethics Commission asked if he could have a copy of the Five Year Plan, he has been involved with the State Use Program since the program began.

Member McCrimon asked that we could invite the new Director of DHS Dave Hansen to the next meeting. She also had a question regarding the State Use statutes, do the workshops need to be DHS or CARF accredited?

Member Strick asked about the term "DHS just standards".

Elizabeth Kee from CMS legal responded that there is no definition for the DHS just standards.

Chairman Roberts asked if there was any more new business.

## **VI. Future Meeting Dates:**

Next future meeting dates are February 19<sup>th</sup> or as an alternate date, February 21<sup>st</sup> at 1:00.

Motion: Member Dickey, Next meeting date is February 19, 2013 or February 21<sup>st</sup> at 1:00 P.M.

Motion to second: Member Gloede

Chairman Roberts announced that the motion passed to have the next meeting on Wednesday, February 19<sup>th</sup> at 1 P.M. or February 21<sup>st</sup> at 1:00.

## **VII. Adjournment**

Chairman Roberts called for motion to adjourn

**Motion:** To adjourn was made by Member Dickey

**Motion:** To Second by Member Gloede

Chairman Roberts announced the motion to adjourn was unanimously approved and adjourned the Meeting at: 1:45

Respectfully submitted,

Corrie Smith  
State Use Coordinator