

State Of Illinois
State Use Committee Meeting
Minutes
June 26, 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 Sharla Roberts welcomed Committee and guests and called the meeting to order at 1:36 P.M.

II. Roll Call

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

Sharla Roberts
Seymour Bryson
Christine M. Dickey
Richard W. Gloede
Audrey McCrimon
David Dailey

Chairman Roberts announced that there was a quorum present.

III. Approval of the Minutes of the June 19, 2013 Meeting

Chairman Roberts called for a motion to approve the Minutes from the June 19, 2013 Meeting.

Motion to Approve: Member Dickey

Second: Member Bryson

Tally of Votes: Members unanimously approved the June 19, 2013 Meeting Minutes

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)

Chairman Roberts called for a motion to approve the list of contracts read aloud by Brynn Henderson.

Motion to approve: Member Dailey

To second: Member Gloede

Tally of Votes: Members unanimously approved the contracts as read aloud by Brynn Henderson.

V. New Business

Chairman Roberts reported that the working group of the subcommittee met and have laid the groundwork for the subcommittee to work on confirming what the law says and what the role of staff and committee members are.

Member McCrimon reported that the working group has been looking at processes with staff regarding the Chief Procurement office. We are clarifying procedures and processes from an efficiency point of view; we feel that good groundwork has been laid.

Mitzi Loftus, Deputy Director, reported that we have gotten ideas on paper as a starting point and hoping the subcommittee will look at that and confirm that it is the path we want to take and then will flush out procedures to be put in place. It should then clarify the roles and responsibilities of administrative staff and committee members.

Member Gloede brought up the issue about Illinois Department of Labor and the United States Department of Labor and their participation in the State Use program.

Member McCrimon suggested that the statutory requirement is United States Department of Labor not Illinois Department of Labor. We need clarification of their role in the program.

Elizabeth Kee, CMS Strategic Sourcing Counsel, said that at the last committee meeting it was suggested that Ellen Daley, Deputy General Counsel, make a presentation to the committee that will address this labor issue.

Chairman Roberts said that Ellen said she would look into the legislative history of DOL and the State Use program.

Member McCrimon said that she would like the next subcommittee meeting to be held in late August

VI. Future Meeting Date

Chairman Roberts asked Committee for recommendation for future meeting dates.

Next meeting date: August 7, 2013 at 1:30 P.M.

Motion to Approve Meeting Date: Member Dickey

Second: Member McCrimon

Tally of Votes: Members unanimously approve the motion to host the next meeting on August 7, 2013 at 1:30 P.M.

Chairman Roberts announced that the motion passed.

VII. Adjournment

Chairman Roberts called for motion to adjourn.

Motion to Approve: Member Gloede

Second: Member Dailey

Tally of Votes: Members unanimously approved the motion to adjourn.

Chairman Roberts announced the motion to adjourn was approved and adjourned the meeting at: 2:03 P.M.

Respectfully submitted,

Brynn Henderson