

**State of Illinois  
State Use Committee Meeting Minutes  
December 2, 2020**

WebEx Only

**I. Call to Order**

Chairman Wilson opened the meeting at 1:05 pm

**II. Roll Call**

Committee members present on WebEx:

Ron Wilson  
Christine Dickey  
George Indelli  
Felicia Rauls  
Leigh Ann Stephens  
Melissa Norman

Others present:

Katrina Livingston, CMS/BOSS

Chairman Wilson noted there was a quorum present with six members.

**III. Approval of the October 7, 2020 Meeting Minutes**

Chairman Wilson confirmed the members had reviewed the October 7th, 2020 special meeting minutes and there were no proposed changes. Member Christine Dickey called for a motion to approve the Minutes. Member Melissa Norman second motion. Chairman Wilson approves minutes.

**IV. Review and Vote on Proposed Contracts *Attachment #2 vote sheet***

Chairman Wilson advised we have a lengthy list for the meeting today and we are going to slightly alter our approach to engaging these contracts and voting on these. Chairman Wilson advised Committee to look at vote sheet and notice the 1<sup>st</sup> section on the vote sheet are for various items, mostly janitorial and trash can liners. He advised we will be going through those votes individually as we typically do. The remaining contracts which are all rest area contracts will be read through quickly and do a singular combined roll call. If there are any of these contracts that are part of the combined roll call that members have a reason to either abstain from the vote for conflict of interest purposes or for any other reason whatsoever would prefer to have that particular contract removed from the combines roll call you will have the opportunity when we begin that process and we will pull that contract out of the combines roll call for consideration individually and that can be for whatever reason the member deems and the request will be granted. Chairman Wilson asked the Committee if they were all in agreement with this process and Committee unanimously agreed. Coordinator Katrina Livingston read contracts aloud beginning with each contract in the top section (excluding Rest Area contracts in second section) of vote sheet individually for approval and vote was recorded on each members' vote sheet. Coordinator Livingston explained terms of all Rest Area contracts (second section of vote sheet) and clarified error on the begin date which was listed in error as July 1, 2020 instead of the correct date July 1, 2021 and all members made note of the initial begin date of the contracts being voted on. Coordinator Livingston asked the Committee if any there were any particular contracts wanting to be removed from the joint combined roll call or if there are any contracts that a member wishes to abstain from. All members were questioned individually and all members stated "No". Coordinator Livingston then proceeded with the combined roll call for all Rest Area contracts with approval given individually from each member and vote was recorded on each members' vote sheet.

**V. Open Floor for Discussion**

Chairman Wilson opened the floor to the public for any questions or comments. Hearing no response Chairman Wilson moved on to next item on agenda.

**VI. Future Meeting Date**

Chairman Wilson reviewed the upcoming quarterly meeting date:

- January 13<sup>th</sup>, 2021 at 3pm
- March 10<sup>th</sup>, 2021 at 1pm
- June 2<sup>nd</sup>, 2021 at 1pm
- September 8<sup>th</sup>, 2021 at 1pm
- December 1, 2021 at 1pm

**VIII. Adjournment**

There being no further business to come before the Committee, Chairman Wilson called for a motion to adjourn. Motion to adjourn was made by Member George Indelli. Member Leigh Ann Stephens second the motion to adjourn.

Chairman Wilson announced the motion to adjourn was approved and adjourned the meeting at 1:30 P.M.

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Ron Wilson