**STATE USE COMMITTEE MEETING MINUTES**

Thursday, February 04, 2015

TARC Inc. was the host

**Roll Taken –**

Absent - Senator Faust-Goudeau, Representative Erin Davis, and Norm Wilks were absent

Present – Barry Swanson, Shelby Fry, Pat Terick, Tracy Diel, Mike Montana and Darren Muci were present

Guests – Melany Barnes USD 259, Martha Gabehart KCDC, Mark Calcote Staples, Natalie Bright Coalition for Opportunity, Kevin Henning Staples, Tim Harrington Cartridge King, Pat Jonas CPRF, James Quillen OCCK, and Robert Bieberk Cottonwood Industries

**Old Business -**

Email was sent out stating the 2015 State Use Law Catalog is finished.

**New Business -**

Representative Erin Davis is a new committee member

Tim Harrington with Cartridge King requested publishing a $50.00 minimum order in the catalog to reduce costs associated with shipping. Motion to accept and approve this change was approved. It was suggested that next year any changes to the current catalog be submitted before the catalog was completed.

Lexmark cartridge prices are increasing by 15% in April. Cartridge King will contact their suppliers to see if they will negotiate the increase with Lexmark.

Recap of State Use Committee Retreat

* Focus on how to grow business in Kansas
* It would be helpful to know what the best in class programs are doing and to use the information to input in our database
* Obtain pricing on a skew level from key suppliers

Darren and Shelby are researching other state programs. Some items mentioned:

* In Texas, the State Use Committee decides the catalog prices - Darren
* New Jersey has a positive setup but it may not translate to Kansas because their definition of disabled includes physical disabilities - Tracy
* Illinois developed a 5 year plan and spelled out specific, concrete goals. Shelby asked how do we keep moving forward with goals – Shelby

NIGP will be having a vendor fair in Kansas City. Sign up at NIGP.org

What role could the committee have in helping CRP’s develop partnerships and do co-branding? – Barry

* Can committee help develop other customers outside the state of Kansas
* What is the committee’s role in helping programs
* What opportunities are here in the universities and school districts
* Need follow up about KU Post Office Opportunity

Natalie asked about an update on Bidder Preference. It was determined that there is a lack of promotion and marketing. The language is hard to translate to bidders. Most vendors want to do bidding on a Federal level. If a company’s bid is not accepted, Barry suggested a marketing plan to explain why the bid was not accepted. Natalie suggested organizing a sales team to pitch Bidder Preference targeted to the right people so word would filter to the community.

COF in Ottawa is interested in participated in becoming a State Use Vendor. Contact is Craig Evans - Pat

**Other Business –**

New purchasing manager, Jonathan Weiss, will be attending meetings – Darren

It was decided to table Darren’s minutes until they have been reviewed and approved by all committee members.

**Stakeholders Feedback –**

**Adjourn –**

The meeting adjourned at 3:02 p.m.