**STATE USE COMMITTEE MEETING MINUTES**

Thursday, June 04, 2015

Envision Industries – Boardroom

**Call to Order –**

The meeting was called to order at 1:37pm.

**Roll Taken –**

Absent – Senator Faust-Goudeau, Representative Erin Davis were absent

Present – Shelby Fry, Pat Terick, Tracy Diel, Mike Montana, Darren Muci and Norm Wilks were present, calling in: Barry Swanson

Guests – Jonathan Weiss USD 259, Mark Calcote Staples, Marcy Woodhouse Staples, Bob Reyes Envision, Jeff Faucet Goodwill Kansas, Kevin Henning Staples, Cheryl Anderson Cartridge King, Doug Wisby Cartridge King, Pat Barnett Envision, Suzy Reber Envision, Erica Brock Envision, Melany Barnes USD 259, calling in: James Quillen OCCK.

**Approval of Minutes –**

A motion to accept and approved the minutes from April 2, 2015 was made by Norm, motion seconded by Mike. No further discussion. Motion carried.

**Old Business –**

**Cartridge King of Kansas** proposed adding two more cartridges (both new and remanufactured) to the 2016 catalog. The information on these cartridges has been submitted to the committee.

A motion to approve the addition of the two additional cartridges to the 2016 catalog was made by Norm Wilks, motion seconded by Darren Muci. No further discussion. Motion carried.

**Cartridge King of Kansas** proposed adding Managed Print Services (MPS) to the 2016 catalog as an optional item. The MPS language has been sent to Barry Swanson for review. Doug Wisby stated that it would provide a good opportunity to bid on smaller jobs, rather than large ones. Doug Wisby stated that he does not believe it is necessary to add the NASPC of the WSCA PC contract to the catalog, as these won’t bring a great opportunity for employment for the disabled.

A motion to approve the inclusion of Managed Print Services as an optional item in the 2016 catalog was made by Darren Muci, seconded by Norm Wilks. No further discussion. Motion carried.

**Cartridge King of Kansas** previously proposed increasing prices by 65 cents and adding a $5 shipping charge on orders under $50. Doug Wisby spoke on CK’s need for $5 shipping charge to cover costs. Doug Wisby stated that they will resubmit prices for the 2016 catalog, removing the 65 cent price increase.

A motion to accept Cartridge King’s new 2016 prices (minus 65 cents) was made by Pat Terick, seconded by Shelby Frye. Mike Montana wanted to clarify that the prices they previously submitted included the 65 cent increase and the committee will receive new prices. Motion carried.

A motion to allow a $5 shipping charge on orders under $50 was made by Shelby Frye, seconded by Pat Terick. No further discussion. Motion carried.

**Cartridge King of Kansas** Doug Wisby spoke on Blue Valley USD 229 putting a competitive bid packet, which include many State Use products. Doug Wisby posed three questions to the committee: 1) Should these products definitely be purchased through State Use Catalog; 2) Has the committee issued a waiver to Blue Valley in accordance with State Use Law; 3) What rules and regulations have been adopted by the committee when it comes to State Use Law violations. The committee responded to these questions: 1) Shelby Frye stated that Blue Valley is supposed to be purchasing these items through State Use; 2) Tracy Diel stated that no waiver has been sent out to his knowledge; 3) Tracy Diel stated that he does not believe there are any. Barry Swanson asked if anyone has tried contacting Blue Valley, which Doug Wisby replied that Cartridge King has tried contacting them each year a bid packet was sent out. Staples stated that Blue Valley uses Sungard, which Blue Valley asked Staples to block toner purchasing, and Staples made them aware of the State Use Program, which Blue Valley pushed back on. Shelby Frye stated that she is hesitant about the committee making any decisions on Blue Valley School District without the state legislative representatives on site for discussion. Norm Wilks stated that the committee does not have the authority to enact any sanctions to enforce State Use Law. Norm Wilks stated that the committee can recommend to the Director how to proceed with this issue. Shelby Frye stated that the committee should make them and the state legislative members aware that Blue Valley is not adhering to State Use Laws. Pat Terick suggested an audit of Blue Valley purchases, which Darren Muci stated that an audit would only help if there are records of samples of purchases were asked for by Blue Valley. Barry Swanson directed Tracy Diel to contact Blue Valley purchaser to inform them or to at least submit a waiver. Mike Montana recommended sending a letter to the State Board of Education to make them aware of the violations. Tracy Diel suggested that the committee should also contact every school district that is not compliant with State Use Law. Pat Terick stated that the committee should discuss this issue with the Commissioner of Education. The committee came to a final solution to speak to legislative members regarding contacting Blue Valley and how to approach this issue.

**New Business –**

**Goodwill Kansas** Jeff Faucet stated that there are no new price increases or submittals for 2016 catalog.

A motion to approve Goodwill’s pricing and products as submitted for the 2015 catalog for the 2016 catalog was made by Pat Terick, seconded by Shelby Frye. No further discussion. Motion carried.

**Other Business –**

All vendors were approved for the 2016 catalog.

**Stakeholder Feedback –**

Darren Muci stated that he tried Envision’s AquaPad at a track meet and stated that he was impressed on how well they worked. Tracy Diel stated that his Facilities department hasn’t figured out how and where to use them.

Jeff Faucet of Goodwill stated that they sold scrubs to KU Medical Center and stated that he received a very complimentary voicemail on the product.

**Adjournment –**

The meeting adjourned at 2:57pm.