

**State Use Committee Meeting Minutes**  
**Thursday, April 1, 2021 @ 1:30 p.m.**

Meeting was held Virtually (via TEAMS) and at  
KETCH  
1006 E. Waterman, Wichita, KS 67211

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## Minutes

1. Welcome and Call to Order / Roll Call – **Shelby**
  - *Quorum established from roll call (minimum necessary members to make decisions at meeting)*
2. Approval of Past Minutes – **Shelby**
  - *December minutes have been sent, February has not*
  - *Rick is resending December minutes*
  - *Plan to approve meeting minutes from all 3 sessions (including today) at the June meeting*
3. Old Business - **Shelby**
  - **Inactive SUL Vendors Update- Shelby**
    - *Training and Evaluation Center of Hutchinson (TECH) – Letter sent to confirm status*
    - *Tri-Valley Developmental Services – Letter sent to confirm status*
      - *No involvement for at least 12 months*
      - *Move to remove and second, passed to remove both from catalog and state use website.*
      - *Rick will notify Red Catapult to remove from website*
  - **FY 2022 SUL Catalog Submissions – Rick**
    - *Received one from Envision (multiple) but no others*
      - *Katie – submitted on 23<sup>rd</sup>*
      - *Jane – Emailed last night (3/31)*
    - *TARC and Goodwill have not submitted.*
    - *Get info to Rick in next few days, needs all submissions complete by next meeting.*
  - **Discussion on the dates:**
    - *June 3, 2021 – State Use Meeting for follow-up and possible approvals*
    - *July 1, 2020 - State Use Catalog goes live on-line*
4. Continuing Business
  - **Scheduling a SUL Committee Retreat (Virtual or In-Person) – Shelby**
    - *Perhaps meeting with this group and procurement at the same time*
    - *Have in-person meeting, and Plan on Topeka as location and*
    - *Need space for 20-30.*
    - *Half day retreat and half day roundtables is a potential plan.*
    - *July 14<sup>th</sup> the tentative date*
    - *501 School District may have a space*
    - *9:30 start time – State community members speak then flow into a vendor summit.*
  - **Agenda Items – ALL**
    - *See above*
  - **Virtual Round Table – SUL Vendors and Agency Staff – Rick**
    - *See above*
  - **Facilitation?**
    - *Subcommittee to get an agenda together, structure for meeting*
    - *Natalie Bright has an idea for facilitation plan*
5. New Business – **All**

- *None*

## **Minutes** *(continued)*

### **6. Other Business – All**

- *Norm: Question - Are there other vendors providing products/services that coalition doesn't have?*
  - *Shelby: Knows there are existing options, but no others are coming forward*
  - *Norm: Need to explore barriers to others participating*
  - *Shelby: Hesitancy may be due to legal concerns*
  - *Suggestion - Make program more attractive to vendors and to the State. Return on investment potential needs to be higher.*
- *Rob Tabor: Having trouble dialing in with Microsoft Teams. Ask to switch virtual platform to Zoom.*
  - *Rick will look into Zoom or other options.*

### **7. Stakeholder Feedback – All**

- *None*

### **8. Adjournment**

- *Next meeting scheduled for June 3, 2021.*

**Meeting Adjourned.**