

**Committee for the Purchase of
Commodities and Services from the Handicapped**
P.O. Box 745
Institute, WV 25112

Minutes
January 27, 1999
Large Conference Room
West Virginia Rehabilitation Center
Institute, West Virginia

The meeting of the Committee for the Purchase of Commodities and Services from the Handicapped was called to order by Jack McComas. In attendance were Linda Maniak, Janice Holland, Steve King, Debra Bensey, Chris Miller & Deloris Wilder. Tom Bell, Leroy Dixon, Curt Curtis & William Charnock were absent from the meeting.

Janice Holland made a motion to approve the minutes. Linda Maniak seconded the motion; motion carried.

Janice Holland reported a budget balance \$3,066.07. Linda Maniak made a motion to approve the budget. Jack McComas seconded the motion; motion carried.

There was no report of the Chairman nor the Executive Secretary. Steve King, Executive Director, WVARF reported that WARF has relocated to 2nd floor "C" Building at the Institute Complex. Steve also reported a successful quarterly meeting held January 21-22 with WARF staff.

A brief discussion was held regarding the Shawnee Hills litigation. Steve met with legal counsel Mike Carey approximately two weeks ago. Judge McQueen has canceled the most recent hearing. The Shawnee Hills contract is up for bid February, 1999 and included by Debbie Bensey with today's new contracts.

Steve King reported that he and Debbie Bensey attended the Annual State Use National Conference held December, 98. A particular brochure titled "SUPRA" State Use Programs Association was distributed. This brochure was given to committee members today.

There was considerable discussion on the need for state use to evaluate "electronic commerce" and the impact/savings it would have for the state use program. Steve King reported that by not bidding an agency could save 5% on the total contract price. Although the future of the state use program is good, programmatic changes need to take place. Debbie and Steve will be presenting possible alternatives at the next meeting. Chris Miller reported that although still not acceptable, past due receivables with the State are at lower rates than years past.

Chairman: **Lee Dixon**
Members: **Linda Maniak, Janice Holland, Tom Bell, Jack McComas, William Charnock**
Ex Officio Members: **Curt Curtiss**, Executive Secretary
Stephen R. King, Executive Director, West Virginia Association of Rehabilitation Facilities

OLD BUSINESS: Pre-Sort new contract was included. Jack McComas questioned the status of Shawnee employees affected by contract confusion. Debbie reported the majority were replaced in other jobs. Debbie reports IS&C, and the Department of Purchasing have been very cooperative regarding contracts.

NEW BUSINESS: New contracts were distributed for discussion. Janice Holland made a motion to approve all new contracts. Jack McComas seconded the motion; motion carried. The WARF annual report is in progress. The printing will be completed February 5th. The reports reveals 75% disabled are employed. The annual report reflects losing agency commodities. Janice Holland suggest this Committee evaluate ways to increase commodity services. Steve King announced WARF Day at the Legislature for State Use Programs is February 24.

The time and place for the next meeting is February 25, 1999, 9:30 - 12:00; Large Conference Room at the Institute Complex.

Attachments: Committee Schedule
SUPRA Brochure
Annual Report



Deloris Wilder, Recorder