

**GOVERNOR'S COMMITTEE FOR THE PURCHASE OF
COMMODITIES AND SERVICES FROM THE HANDICAPPED**

**P.O. Box 745
Institute, WV 25112**

Minutes

April 26, 2000

**Small Conference Room
West Virginia Rehabilitation Center
Institute, West Virginia**

ATTENDANCE: Lee Dixon, Tom Bell, Steve King, Tim Morrison, Trudy Oliver, Chris Miller, Jerry Tribble, & Dee Wilder. Absent from the meeting were Linda Maniak, Jack McComas, Curt Curtis, Debbie Bensey & Susan Ellison

APPROVAL OF MINUTES: Tom Bell made a motion to approve the minutes. Trudy Oliver seconded the motion; motion carried.

FINANCIAL REPORT: Financial report given by Jerry Tribble reflects a balance of \$2,232.69.

REPORT OF CHAIRMAN: Lee permitted Jerry Tribble to address his comments in order to be able to leave for a conference call scheduled at 10:30 a.m. Jerry is concerned about the PACE TEC contract. There seemed to be some confusion over which budget to provide the funds from. The conference call is an attempt for clarification. Jerry continued to advise the Committee that he will be retiring as of July 31. He will be working on special projects beginning May 1 until his retirement date. The committee will be advised of the Rehabilitation Representative at the next meeting and the status of the PACE TEC contract.

Lee Dixon reported his concern regarding a proposal by a think tank organization "Logistics National Institute (LNI)" to reduce contracts twenty-five percent. This reduction is performance based regarding per square foot of all buildings. Lee's building will be a test site. This proposal is still in the test and negotiation process. The NIOSH organization is working with Lee. There is great concern that this may work in theory, but not reality. Lee will have an update next month.

REPORT OF EXECUTIVE SECRETARY: There was no report from the Executive Secretary.

Chairman: Lee Dixon

Members: Linda Maniak, Jerry Tribble, Tom Bell, Jack McComas, Trudy Oliver

Ex Officio Members: Curt Curtis, Executive Secretary

Stephen R. King, Executive Director, West Virginia Association of Rehabilitation Facilities

REPORT OF WVARF EXECUTIVE DIRECTOR: Steve King reported on a meeting with Helen Wilson and Curt Curtis regarding document conversion/optical imaging. There was discussion on how document imaging will be done in the future, i.e., EDMS or CD Rom. Curt Curtis advised Steve King that WVARF has first right of refusal with Precision contracts. Additional information will be provided as the data is collected.

OLD BUSINESS: Chris Miller distributed a report of last six months gross revenues. Fiscal Year 2000 gross revenues \$6,005,919. Fiscal Year 1999 total \$7,550,288. Chris pointed out the significant increase to invoiced payments from 1998 through 1999.

NEW BUSINESS: Steve King provided the Committee with the revised Work Center Agreement with Adena Industries. The revisions as indicated are in the "Audit" section, paragraph two (and/or) and (15 day time period).

Tom Bell suggested the annual report be prepared in advance to be presented to the Governor at the next legislative session. The Committee agreed to this suggestion.

CONTRACT PRESENTATION: Steve King reported contract renewals. The renewals are Air Quality Control, Child Advocate Office - Morgantown; Child Advocate Office - Sutton; EPA - Oakhill; DOH - Michigan Avenue; IS&C Kanawha City; Parkway Authority - Administration Building; Parkway Authority - Rest Area; Parkway Authority - Welcome Center; State Rail Authority; Tax Departments - Charleston, Martinsburg, Clarksburg, & Smith Street. Tom Bell made a motion to accept new contracts. Trudy Oliver seconded the motion; motion carried.

ADJOURNMENT: No further business to discuss, Lee Dixon made a motion to adjourn the meet. Tom Bell seconded the motion; motion carried.

The time and place for the next meeting is May 17, 2000, 10:00 a.m. - 12:00 noon at the Institute Complex in the Small Conference Room.


Submitted by Deloris Wilder