

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

P.O. Box 745
Institute, WV 25112

Minutes

November 15, 2000

F. Ray Power Building, Small Conference Room
West Virginia Rehabilitation Center
Institute, West Virginia

January 17, 2001

ATTENDANCE: Lee Dixon, Jack McComas, Steve King, Trudy Oliver, Linda Maniak, Craig Greening (Director of Operations at WVARF), Chris Miller, Virginia Tucker and John Boles of Purchasing, Ken Kennedy, & Paula Sparkman. Absent from the meeting were Curt Curtis, & Tom Bell.

APPROVAL OF MINUTES: Jack McComas made a motion to approve the minutes. Linda Maniak seconded the motion; motion carried.

FINANCIAL REPORT: Ken Kennedy gave the financial report which reflected a balance of \$3,906.35.

REPORT OF CHAIRMAN: Lee Dixon had nothing to report.

REPORT OF WVARF EXECUTIVE DIRECTOR: Steve King had nothing to report.

OLD BUSINESS:

Chris handed out WVARF Accounts Receivables.

Craig passed out copies of the Annual Report (rough draft).

DHHR: John Boles, Director of Facilities Management.

- Selected 10 of 40 sites to do close analysis.
- 30 will have agreement signed with 3% increase.
- By the middle of December they will have another meeting to discuss the 10 sites review with Virginia Tucker.
- Will be using Compuclean software in the near future.

Virginia Tucker apologized on behalf of DHHR. There was communication issue. She will definitely work with Steve and this Board in the future. Her job is to see that a fair market price is charged.

The contract was discussed. She just questioned the square footage amounts, i.e. \$1.35 to \$4.00 sq. ft. Virginia will meet again with Steve in December to discuss the contract further.

Chairman: **Lee Dixon**

Members: **Linda Maniak, Ken Kennedy Tom Bell, Jack McComas, Trudy Oliver**

Ex Officio Members: **Curt Curtis**, Executive Secretary

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

NEW BUSINESS: None

CONTRACT PRESENTATION:

- A. Renewals
 - Microfilm
 - Presort
 - Grievance Board
 - Air Quality (Keyser)

Four projects were up for approval. Trudy Oliver made a motion to accept and Jack McComas seconded.

REMINDER:

Following are the dates of 2001 meetings.

January 17, 2001
February 14, 2001
March 21, 2001
April 11, 2001
May 16, 2001
June 13, 2001

ADJOURNMENT: Given no further business for discussion, Jack McComas moved to adjourn the meeting. Trudy Oliver seconded the motion; motion carried.