

Minutes of the West Virginia Governor's Committee for the Purchase of Commodities and Services for the Handicapped

June 17, 2015
Nitro, West Virginia

The West Virginia Governor's Committee for the Purchase of Commodities and Services for the Handicapped met on June 17, 2015 at 10:00 a.m. to conduct business and consider other administrative matters. Present at the meeting: Chairperson Kim Nuckles; Committee members Everette Sullivan, Jan Smith, Doug Auten, Chris Weikle, Becky Howard, Mark Totten, executive secretary; Aaron Jones, Mark Jackson, Gary Wolfe, Roy Woodard and Paula Koontz, WVARF; Joyce Birley, Goodwill Industries of Kanawha Valley; Cheri Beaver, Goodwill Industries of Kanawha Valley; Bob Paulson, Department of Administration; Megan Cobb, Department of Administration; Susannah Carpenter, Department of Administration; Michael Hagg, Hancock County Sheltered Workshop; John Hyre, Preston County Workshop.

APPROVAL OF MINUTES

The members of the Governor's Committee received the minutes from the May 19, 2015 Committee meeting prior to this meeting. Mr. Sullivan moved to accept the minutes as written and Ms. Smith seconded the motion. The Committee approved these minutes by unanimous consent.

ITEMS FOR CONSIDERATION

Living Wage Resolution

After discussion, and upon motion of Mr. Sullivan, and seconded by Mr. Auten, the Committee voted to approve the Living Wage Resolution.

WVARF program fee

After discussion, and upon motion by Ms. Smith and seconded by Mr. Sullivan, the Committee voted to approve the 4.1% program fee for Fiscal Year 2016. The Committee will review the program fee annually and vote on it.

WVARF reporting format

After discussion, and upon motion by Mr. Sullivan and seconded by Mr. Weikle, the Committee voted to approve using GAAP standard format as the accepted accounting principle for WVARF's financial statements.

WVARF Performance Standards

After discussion, and upon motion by Mr. Sullivan and seconded by Ms. Smith, the Committee voted to approve creating a sub-committee to set performance standards to evaluate WVARF.

This sub-committee is comprised of Jan Smith, Chris Weikle and Doug Auten. The standards shall be set by December 15, 2015.

OLD BUSINESS

After discussion and upon motion by Ms. Smith and seconded by Mr. Sullivan, the Committee approved the fair market price forms previously submitted. This includes 16 janitorial services by region.

After discussion and upon motion by Ms. Smith and seconded by Mr. Sullivan, the Committee approved all of the rest area fair market price forms.

NEW BUSINESS

WVARF Meeting Dates for 2015:

September 9, 2015, Governor's Cabinet Conference Room
October 21, 2015, Regents Room, Building 7, Capitol Complex
November 18, Regents Room, Building 7, Capitol Complex
December 16, Regents Room, Building 7, Capitol Complex