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New York State Procurement Council Meeting | Minutes of the Meeting

September 14, 2022 | 11:30 a.m.

Meeting Room 6 | North Concourse | Empire State Plaza | Albany, NY

Call to Order

Welcome and Introductions

Sean Carroll, New York State Office of General Services ("OGS") Chief Procurement Officer ("CPO") and acting Chair of the New York State Procurement Council ("Procurement Council") as the designee of the Commissioner of General Services ("OGS"), called the meeting to order.

Mr. Carroll introduced new Council member Elizabeth Lusskin, ESD.

Mr. Carroll acknowledged the presence of OGS Commissioner Jeanette Moy and OGS Deputy Commissioner Moses Kamya.

Old Business

Meeting Minutes: The Council approved the minutes of the April 26, 2022 meeting as presented.

Procurement Council Guidelines Update: Mr. Carroll reported that a draft of the revised Procurement Council Guidelines will be provided to the Council for discussion at either the November or January meeting.

Presentation – New Credit Cards

Roz Yezzi, OGS BSC, gave a presentation on the transition of the statewide credit card program from Citibank to JP Morgan.

Legislative Update

Marc Hiller, OGS, had no legislative updates to report.

Approval of Preferred Source Designation Applications Under OGS Standing Authority

Sean Hume, OGS, reported that as of September 13, 2022, OGS has not approved any new items under OGS's standing authority since the last report given on April 26, 2022.

Mr. Hume reported that the Procurement Council received NYSID's report of mail fulfillment on September 2, 2022. A copy of that report has been distributed to the Council members and has been posted to the Procurement Council website.

Mr. Hume reported that OGS has received twenty (20) Single Source Annual reports for 2021-22.

DRAFT

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New Business

New York State Preferred Source Program for New Yorkers who are Blind (NYSPSP) Application to offer Temporary Personnel – Office Services: Chris Burke, NYSPSP, presented on NYSPSP's application to offer temporary personnel office services.

Sean Hume, OGS, presented on OGS's recommended approval of the application.

Christine McCann, ESD, presented ESD's opinion that ESD's review and approval was not required because this service was already on the list of approved offerings for New York State Industries for the Disabled, Inc, ("NYSID") and as a result ESD took the position that ESD's approval was not necessary for this particular application.

After questions, the Council voted to approve the application.

Videoconferencing by Public Bodies: Tyler Feane, OGS Counsel's Office, presented on Section 103-A of the Public Officers Law, Videoconferencing by public bodies, and presented a resolution authorizing remote participation by members of the Procurement Council under extraordinary circumstances as provided in Section 103-A. After discussion and questions, the Procurement Council voted to approve the resolution.

Open Council Discussion

Mr. Carroll asked the Procurement Council if they had any topics to discuss. No topics were raised.

Meeting Closure

Procurement Council Members voted to adjourn the meeting.

Next Meeting

Wednesday November 9, 2022 Alternate date: November 16, 2022

Also in Attendance

Marc Hiller – OGS

Tyler Feane - OGS

Ian MacCallum - OGS

Sean Hume - OGS

Webcast Location: NYS Procurement Council Meeting: September 14, 2022 | Office of General Services

DRAFT

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Procurement Council Member Attendance at the September 14, 2022 Meeting					
TYPE	**ORGANIZATION**	**ROLE**	**NAME**	**IN ATTENDANCE**	**NOT IN ATTENDANCE**
Ex-Officio	Office of General Services (OGS)	Council Chair	Sean Carroll	X	
Ex-Officio	Office of the State Comptroller (OSC)	Primary	Patricia Warrington	X	
Ex-Officio	Division of the Budget (DOB)	Primary	Jason DiGianni	X	
Ex-Officio	Chief Diversity Officer (CDO)	Primary	Julissa Gutierrez		X
Ex-Officio	Chief Diversity Officer (CDO)	Alternate 1	Dwight Flynn		X
Ex-Officio	Chief Diversity Officer (CDO)	Alternate 2	Many Tadesse		X
Ex-Officio	Empire State Development (ESD)	Primary	Elizabeth Lusskin		X
Ex-Officio	Empire State Development (ESD)	Alternate 1	Martha Otero		X
Ex-Officio	Empire State Development (ESD)	Alternate 2	Christine McCann	X	
Agency Representative	Department of Agriculture & Markets (Ag & Mkts)	Primary	Lisa Brooks		X
Agency Representative	Department of Corrections & Community Supervision (DOCCS)	Primary	Paul Guenette	X	
Agency Representative	Department of Health (DOH)	Primary	Andrew Ruby		X
Agency Representative	Department of Health (DOH)	Alternate 1	Sue Mantica	X	
Agency Representative	Information Technology Services (ITS)	Primary	Elaine Blanchet	X	
Agency Representative	Office of Mental Health (OMH)	Primary	Paul Murray	X	
Agency Representative	Office for People with Developmental Disabilities (OPWDD)	Primary	Marc Kleinhenz	X	
Agency Representative	State University of New York (SUNY)	Primary	Thomas Hippchen	X	
Governor's Appointee	Cornell University College of Agriculture & Life Sciences	Primary	Julie M. Suarez		X
Legislative Appointee	Local Government Representative	Primary	Shawn Cullinane	X	
Legislative Appointee	Optimized Diversity Solutions, LLC	Primary	Carra Wallace	X	
Legislative Appointee	The Kasarda Law Group, LLC	Primary	Steven Kasarda		X
Legislative Appointee	Interagency Council of Developmental Disability Agencies, Inc	Primary	Winifred Schiff	X	
Legislative Appointee	Jaclyn A. Brilling, Attorney at Law	Primary	Jaclyn A. Brilling	X	
			TOTAL	**14**	

DRAFT

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Motion to Approve the Meeting Minutes for the April 26, 2022 Meeting							
TYPE	**ORGANIZATION**	**ROLE**	**NAME**	**MOTION**	**2ND**	**AYE**	**NAY**
Ex-Officio	Office of the State Comptroller (OSC)	Primary	Patricia Warrington			X	
Ex-Officio	Division of the Budget (DOB)	Primary	Jason DiGianni			X	
Ex-Officio	Empire State Development (ESD)	Alternate 2	Christine McCann			X	
Agency Representative	Department of Corrections & Community Supervision (DOCCS)	Primary	Paul Guenette			X	
Agency Representative	Department of Health (DOH)	Alternate 1	Sue Mantica			X	
Agency Representative	Information Technology Services (ITS)	Primary	Elaine Blanchet			X	
Agency Representative	Office of Mental Health (OMH)	Primary	Paul Murray			X	
Agency Representative	Office for People with Developmental Disabilities (OPWDD)	Primary	Marc Kleinhenz			X	
Agency Representative	State University of New York (SUNY)	Primary	Thomas Hippchen			X	
Legislative Appointee	Local Government Representative	Primary	Shawn Cullinane		X	X	
Legislative Appointee	Optimized Diversity Solutions, LLC	Primary	Carra Wallace			X	
Legislative Appointee	Interagency Council of Developmental Disability Agencies, Inc	Primary	Winifred Schiff			X	
Legislative Appointee	Jaclyn A. Brilling, Attorney at Law	Primary	Jaclyn A. Brilling	X		X	
Ex-Officio	Office of General Services (OGS)	Council Chair	Sean Carroll			X	
				1	1	14	0

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Motion to Approve NYSPSP Application to offer Temporary Personnel – Office Services								
TYPE	**ORGANIZATION**	**ROLE**	**NAME**	**MOTION**	**2ND**	**AYE**	**NAY**	**ABSTAIN**
Ex-Officio	Office of the State Comptroller (OSC)	Primary	Patricia Warrington			X		
Ex-Officio	Division of the Budget (DOB)	Primary	Jason DiGianni			X		
Ex-Officio	Empire State Development (ESD)	Alternate 2	Christine McCann			X		
Agency Representative	Department of Corrections & Community Supervision (DOCCS)	Primary	Paul Guenette			X		
Agency Representative	Department of Health (DOH)	Alternate 1	Sue Mantica			X		
Agency Representative	Information Technology Services (ITS)	Primary	Elaine Blanchet			X		
Agency Representative	Office of Mental Health (OMH)	Primary	Paul Murray	X		X		
Agency Representative	Office for People with Developmental Disabilities (OPWDD)	Primary	Marc Kleinhenz			X		
Agency Representative	State University of New York (SUNY)	Primary	Thomas Hippchen			X		
Legislative Appointee	Local Government Representative	Primary	Shawn Cullinane			X		
Legislative Appointee	Optimized Diversity Solutions, LLC	Primary	Carra Wallace			X		
Legislative Appointee	Interagency Council of Developmental Disability Agencies, Inc	Primary	Winifred Schiff			X		
Legislative Appointee	Jaclyn A. Brilling, Attorney at Law	Primary	Jaclyn A. Brilling		X	X		
Ex-Officio	Office of General Services (OGS)	Council Chair	Sean Carroll					X
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DRAFT

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Motion to Approve Resolution Authorizing Videoconferencing by Public Bodies Under Public Officers Law § 103-A								
TYPE	**ORGANIZATION**	**ROLE**	**NAME**	**MOTION**	**2ND**	**AYE**	**NAY**	**ABSTAIN**
Ex-Officio	Office of the State Comptroller (OSC)	Primary	Patricia Warrington			X		
Ex-Officio	Division of the Budget (DOB)	Primary	Jason DiGianni			X		
Ex-Officio	Empire State Development (ESD)	Alternate 2	Christine McCann			X		
Agency Representative	Department of Corrections & Community Supervision (DOCCS)	Primary	Paul Guenette			X		
Agency Representative	Department of Health (DOH)	Alternate 1	Sue Mantica			X		
Agency Representative	Information Technology Services (ITS)	Primary	Elaine Blanchet	X		X		
Agency Representative	Office of Mental Health (OMH)	Primary	Paul Murray			X		
Agency Representative	Office for People with Developmental Disabilities (OPWDD)	Primary	Marc Kleinhenz			X		
Agency Representative	State University of New York (SUNY)	Primary	Thomas Hippchen			X		
Legislative Appointee	Local Government Representative	Primary	Shawn Cullinane			X		
Legislative Appointee	Optimized Diversity Solutions, LLC	Primary	Carra Wallace		X	X		
Legislative Appointee	Interagency Council of Developmental Disability Agencies, Inc	Primary	Winifred Schiff			X		
Legislative Appointee	Jaclyn A. Brilling, Attorney at Law	Primary	Jaclyn A. Brilling			X		
Ex-Officio	Office of General Services (OGS)	Council Chair	Sean Carroll					X
				1	1	13	0	1