

FINAL

New York State Procurement Council Meeting | Minutes of the Meeting

January 30, 2020 | 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, called the meeting to order.

Sean Hume was introduced as the new Assistant Director of the Preferred Source Program.

Old Business

Meeting Minutes: Mr. Carroll called for a motion to adopt the minutes of the November 7, 2019 meeting. The motion to adopt the minutes passed by a vote of 16-0.

Rules Workgroup Update: Mr. Carroll reported that the Rules Workgroup had met and reviewed the draft rules provided by the OGS staff. After the Rules Workgroup completes its review, a draft rules document will be brought before the Procurement Council for action at the April 2020 meeting.

New Business

Presentation – Amendment to Article 15-A of the New York State Executive Law, Participation by Minority Group Members and Women with Respect to State Contracts: Valerie White, Empire State Development, gave a presentation on the reauthorization and enhancement of Article 15-A of the New York State Executive Law, Participation by Minority Group Members and Women with Respect to State Contracts, which took effect on January 13, 2020.

Presentation – Overview of the Business Services Center (“BSC”) Help Center: Amy Beaudin OGS, gave a presentation on the new application on the OGS Business Services Center public website that allows visitors to the website to search through a catalog of answers to popularly asked questions, or to type and submit questions to the Business Services Center.

Legislative Update: Marc Hiller, OGS, reported that effective December 2019, the Economic Development Law had been amended to require agencies to:

1. post a notice in the Contract Reporter when they enter into a contract;
2. identify the contract;
3. specify the date of the award of the contract; and
4. provide the name and contact information for each contractor.

Approval of Preferred Source Designation Applications Under OGS Standing Authority: Sean Hume, OGS, reported that OGS has not approved any new items for addition to the Preferred Source List under its standing authority since the last report given on November 7, 2019.

NYSID Report on Mail Fulfillment: Sean Hume, OGS, stated that NYSID filed the required report and the report has been posted to the Procurement Council Website.

Open Council Discussion

Mr. Carroll announced that this year’s New York State Gov-Buy, a procurement training event for procurement officers and organizations, is scheduled for May 13th and 14th, 2020. Mr. Carroll added that registration for vendors at the event was already open, and registration for general attendees would be opening soon. Mr. Carroll stated that the Gov-Buy event is

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hosted by OGS in conjunction with SUNY, the New York State Comptroller's office, and the State Association of Municipal Purchasing Officers. Mr. Carroll also announced that the next Procurement Council meeting will feature a presentation on the kinds of trainings to be provided at the 2020 Gov-Buy event.

Christine McCann, Empire State Development, as the administrator of the New York State Contract Reporter, will inform state agencies via email as to where to enter their contract award information and what to report on the website, as required by the changes to the Economic Development Law discussed in the Legislative Update above.

Meeting Closure

Procurement Council members voted unanimously to adjourn the meeting at 12:21 p.m.

Next Meeting:

Proposed 2020 Procurement Council meeting dates:

Wednesday, April 22nd, 2020 Alternate date- Wednesday, April 29th, 2020.

Webcast Location: <https://ogs.ny.gov/event/nys-procurement-council-meeting-september-10-2020>

Members in Attendance:

Sean Carroll – OGS
Sue Mantica – Department of Health
James Iwaneczko – Office of the State Comptroller
Paul Murray – Office of Mental Health
John Behrle – Department of Corrections
Chris McCann – Empire State Development
Lisa Brooks – Department of Agriculture & Markets
Shawn Cullinane – Legislative Appointee
Lisa Davis - OPWDD Primary

Jaclyn Brilling - Senate Minority Leader Appointee
Stuart Poole – Division of Budget
Thomas Hippchen – SUNY
Clinton Rickards – ITS
Julie Suarez – Governor's Appointee
Valerie White – Chief Diversity Officer Alternate
John Evers – Legislative Appointee

Also in Attendance

Marc Hiller - OGS Noreen VanDoren - OGS Sean Hume - OGS

Members not in Attendance:

Carra Wallace – Legislative Appointee
Winifred Schiff – Legislative Appointee
Steven Kasarda – Legislative Appointee

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New York State Procurement Council Meeting January 30, 2020 Meeting Room 6 North Concourse Empire State Plaza Albany, NY Attendance for the January 30, 2020 Meeting

Member Type	Organization	Role	Name	ATTENDANCE Name					
Ex-Officio Members (Voting Member)	OGS CPO	Council Chair	Sean Carroll	X					
Ex-Officio Members (Voting Member)	Division of Budget	Alternate 1	Stewart Poole	X					
Ex-Officio Members (Voting Member)	Office of the State Comptroller	Primary	Margaret Becker	X					
Ex-Officio Members (Voting Member)	Empire State Development	Alternate 2	Christine McCann	X					
Ex-Officio Members (Voting Member)	Chief Diversity Officer	Alternate 1	Valeri White	X					
Legislative Appointee (Voting Member)	Local Government Representative	Primary	Shawn Cullinane	X					
Legislative Appointee (Voting Member)	The Business Council of NY	Primary	John Evers	X					
Legislative Appointee (Voting Member)	Jaclyn A. Brillling, Attorney at Law	Primary	Jaclyn Brillling	X					
Governor's Appointee (Voting Member)	Cornell University College of Agriculture & Life Science	Primary	Julie Suarez	X					
Agency Designee (Voting Member)	Dept of Corrections	Primary	John Behrle	X					
Agency Designee (Voting Member)	Dept. of Health	Alternate 2	Sue Mantica	X					
Agency Designee (Voting Member)	State University of New York	Primary	Thomas Hippchen	X					
Agency Designee (Voting Member)	Office for People with Developmental Disabilities	Primary	Lisa Davis	X					
Agency Designee (Voting Member)	Agriculture & Markets	Primary	Lisa Brooks	X					
Agency Designee (Voting Member)	Office of Mental Health	Alternate 1	Paul Murray	X					
Agency Designee (Voting Member)	Information Technology Services	Primary	Clinton Rickards	X					
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New York State Procurement Council Meeting January 30, 2020 Meeting Room 6 North Concourse Empire State Plaza Albany, NY Motion to Approve the Meeting Minutes for the January 30., 2020 Meeting

Member Type	Organization	Role	Name	ATTENDANCE	ACTION		VOTE				
				Name	Motion	2nd	Aye	Nay	Abstain	Recuse	
Ex-Officio Members (Voting Member)	OGS CPO	Council Chair	Sean Carroll	X							
Ex-Officio Members (Voting Member)	Division of Budget	Alternate 1	Stewart Poole	X							
Ex-Officio Members (Voting Member)	Office of the State Comptroller	Primary	Margaret Becker	X							
Ex-Officio Members (Voting Member)	Empire State Development	Alternate 2	Christine McCann	X							
Ex-Officio Members (Voting Member)	Chief Diversity Officer	Alternate 1	Valeri White	X		X					
Legislative Appointee (Voting Member)	Local Government Representative	Primary	Shawn Cullinane	X							
Legislative Appointee (Voting Member)	The Business Council of NY	Primary	John Evers	X							
Legislative Appointee (Voting Member)	Jaclyn A. Brillling, Attorney at Law	Primary	Jaclyn Brillling	X							
Governor's Appointee (Voting Member)	Cornell University College of Agriculture & Life Science	Primary	Julie Suarez	X							
Agency Designee (Voting Member)	Dept of Corrections	Primary	John Behrle	X							
Agency Designee (Voting Member)	Dept. of Health	Alternate 2	Sue Mantica	X							
Agency Designee (Voting Member)	State University of New York	Primary	Thomas Hippchen	X	X						
Agency Designee (Voting Member)	Office for People with Developmental Disabilities	Primary	Lisa Davis	X							
Agency Designee (Voting Member)	Agriculture & Markets	Primary	Lisa Brooks	X							
Agency Designee (Voting Member)	Office of Mental Health	Alternate 1	Paul Murray	X							
Agency Designee (Voting Member)	Information Technology Services	Primary	Clinton Rickards	X							
				16							