

DRAFT
New York State Procurement Council Meeting | Minutes of the Meeting
April 26, 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 Deputy Commissioner of Shared Services Moses Kanya, OGS.

Mr. Carroll introduced Deputy Commissioner of Resilience and Sustainability Emily Rubenstein, OGS.

Mr. Carroll welcomed new Council Member Marc Kleinhenz, OPWDD.

Old Business

Meeting Minutes: Mr. Carroll called for a motion to adopt the minutes of the January 26, 2022 meeting. The motion passed unanimously.

Presentation – OGS COMeT: Electronic RFQ Tool

Alexis Bredenko and Josh Sack, OGS, gave a presentation on the new COMeT electronic RFQ tool for technology solicitations.

Legislative Update

Marc Hiller, OGS, reported that Executive Order 16 was issued in March, Prohibiting State Agencies and Authorities from Contracting with Businesses Conducting Business in Russia.

Mr. Hiller reported that certain provisions in the Executive Law related to Service-Disabled Veteran-Owned Businesses will be repealed and codified in a new chapter of the Consolidated Laws called Veteran Services, effective April 1, 2023.

Mr. Hiller reported that the Public Officer’s Law was amended to allow for video conferencing by public bodies by adding a new Section 103-a, Videoconferencing by Public Bodies.

Approval of Preferred Source Designation Applications Under OGS Standing Authority

Sean Hume, OGS, reported that as of April 25, 2022, OGS has not approved any new items under its standing authority since the last report given on January 26, 2022.

Mr. Hume reported that the Procurement Council received NYSID’s report of mail fulfillment on April 6, 2022. A copy of that report has been distributed to the Council members and has been posted to the Procurement Council website.

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New Business

GovBuy: Harry Brown, OGS, gave a presentation on the upcoming GovBuy May 4 & 5, 2022

Appointments: Mr. Carroll appointed Jennifer Kuhn, OGS, as Clerk to the Procurement Council.

Open Council Discussion

Mr. Carroll asked the Procurement Council if they had any topics to discuss.

Tom Hippchen, SUNY, asked about the process to add a discussion of Consortia Guidelines to the September Council meeting agenda. In response to the request there was a brief discussion of the procedure by which Members of the Council can request to add an item to an agenda for an upcoming Council meeting.

No additional topics were raised.

Meeting Closure

Procurement Council Members voted unanimously to adjourn the meeting.

Next Meeting

Wednesday September 14, 2022

Alternate date: September 21, 2022

Also in Attendance

Tyler Feane - OGS

Ian MacCallum - OGS

Sean Hume - OGS

Webcast Location: [NYS Procurement Council Meeting: April 26, 2022 | Office of General Services](#)

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Procurement Council Member Attendance at the April 26, 2022 Meeting						
TYPE	ORGANIZATION	ROLE	NAME	IN ATTENDANCE		NOT IN ATTENDANCE
				IN PERSON	REMOTE	
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	Empire State Development (ESD)	Primary	Martha Otero		X	
Agency Representative	Department of Agriculture & Markets (DAM)	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	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. Brillong, Attorney at Law	Primary	Jaclyn A. Brillong	X		
				Total: 18		

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Motion to Approve the Meeting Minutes for the January 26, 2022 Meeting						
TYPE	ORGANIZATION	ROLE	NAME	MOTION	2ND	AYE
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	Empire State Development (ESD)	Primary	Martha Otero			X
Agency Representative	Department of Agriculture & Markets (DAM)	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	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
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. Brillling, Attorney at Law	Primary	Jaclyn A. Brillling		X	X
Ex-Officio	Office of General Services (OGS)	Council Chair	Sean Carroll			X
					Total: 18	