

DRAFT
New York State Procurement Council Meeting | Minutes of the Meeting
November 9, 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 commented that OGS received two requests for remote participation. One was accepted, as it was due to illness. The other was denied, as it was a work-related scheduling conflict.

Old Business

Meeting Minutes: The Council approved the minutes of the September 14, 2022 meeting as presented.

Procurement Council Guidelines Update: Mr. Carroll reported that a draft of the revised Procurement Council Guidelines is expected to be provided to the Council for discussion at the January meeting.

Presentation – Travel Contracts

The scheduled presentation was cancelled due to illness.

Legislative Update

Tyler Feane, OGS, reported on Executive Order # 22, directing state agencies to adopt a sustainability and decarbonization program. It was signed by Governor Hochul on September 20th, 2022. It consolidates all of the previous sustainability related Executive Orders.

Mr. Feane reported on The New York Textile Act, amending the Economic Development Law, the State Finance Law, and the Agricultural and Markets Law to enact The New York Textile Act. This was signed by Governor Hochul on October 14th as Chapter 572 of the Laws of 2022.

Mr. Feane reported on a Preferred Sources statute update, which modernizes the Preferred Source statute. This was signed by Governor Hochul on October 4 as Chapter 565 of the Laws of 2022.

Approval of Preferred Source Designation Applications Under OGS Standing Authority

Sean Hume, OGS, reported that as of November 8, 2022, OGS has not approved any new items under OGS’s standing authority since the last report given on September 14, 2022.

Mr. Hume reported that the Procurement Council received NYSID’s report of mail fulfillment on October 27, 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

2023 Procurement Council Meeting Dates:

Sean Carroll, OGS, advised that meeting dates for 2023 were provided on the agenda, and calendar invitations had been sent to council members.

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 January 18, 2023

Alternate date: January 25, 2023

Also in Attendance

Tyler Feane - OGS

Ian MacCallum - OGS

Sean Hume - OGS

Webcast Location: [NYS Procurement Council Meeting: November 9, 2022 | Office of General Services](#)

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Procurement Council Member Attendance at the November 9, 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	Office of Governor Kathy Hochul	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	Office for People with Developmental Disabilities (OPWDD)	Alternate 1	Deborah Grieco	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

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Legislative Appointee	Village of Lindenhurst Business Improvement District Executive Board	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, Esq	Primary	Jaclyn A. Brillling		X	

TOTAL: 13

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Motion to Approve the Meeting Minutes for the September 14, 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 Agriculture & Markets (Ag & Mkts)	Primary	Lisa Brooks			x	
Agency Representative	Department of Corrections & Community Supervision (DOCCS)	Primary	Paul Guenette	x		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)	Alternate 1	Deborah Grieco			x	
Agency Representative	State University of New York (SUNY)	Primary	Thomas Hippchen			x	
Legislative Appointee	Optimized Diversity Solutions, LLC	Primary	Carra Wallace			x	
Legislative Appointee	Jaclyn A. Brillling, Esq	Primary	Jaclyn A. Brillling			x	
Ex-Officio	Office of General Services (OGS)	Council Chair	Sean Carroll			x	

TOTAL: 13