

**FINAL**  
**New York State Procurement Council Meeting | Minutes of the Meeting**  
January 18, 2023 | 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 did not receive any requests for remote participation and verified that quorum had been met.

**Old Business**

**Meeting Minutes:** The Council approved the minutes of the November 9, 2022, meeting as presented.

**Administrative Change:** Morgan Shute and Beth Rogers were appointed Joint Clerks for the Council.

**Legislative Updates**

Marc Hiller, OGS, reported:

- Chapter 789 – Amends Executive Law Section 201-a, State clean-fueled vehicle program, to establish a plan to migrate all passenger vehicles purchased by state agencies or public authorities to be zero emission vehicles by 2030.
- Chapter 836 – Amends Executive Law Section 201-a, State clean-fueled vehicle program, to require the Commissioner of the Department of Environmental Conservation (DEC) to work with NYS Energy Research & Development Authority (NYSERDA) to develop a state fleet procurement plan; allows OGS, NYSEDA, and DEC to waive contracting requirements for purchase of zero-emission vehicles pursuant to certain criteria.
- Chapter 729 – NYS Buy American Salt Act - amends the State Finance Law by adding a new Section 162-a and amends the General Municipal Law by adding a new Section 104-d to require entities to buy salt that is purchased from American mines or salt harvested from American mines.
- Chapter 839 – Amends State Finance Law Section 112 - to restore pre-audit oversight of OGS Centralized Contracts by the Office of the State Comptroller (OSC), and amends the Education Law to restore OSC pre-audit oversight of certain State University of New York and City University of New York contracts.
- Chapter 827 – Amends the Labor Law to establish a registration system for contractors and subcontractors engaged in public works and various covered projects detailing the process by which the Department of Labor (DOL) will require contractors and subcontractors to register with DOL to be able to bid on public works contracts. Implementation begins on December 30, 2023, to provide DOL implementation of the registration process.

**Approval of Preferred Source Designation Applications Under OGS Standing Authority**

Sean Hume, OGS, reported the applications for Preferred Source Designation approved under OGS standing authority. As of January 17, 2023, OGS approved one item under its standing authority since the last report given on November 9, 2022, which is NYSPSP’s Advent Baby Bottle Warmers approved by ESD and OGS on November 19, 2022.

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Mr. Hume reported that the Procurement Council received NYSID's report of mail fulfillment, as of January 5, 2023, the Procurement Council received NYSID's report on mail fulfillment. A copy of that report has been distributed to the Council members and has been posted to the Procurement Council website.

**New Business**

Mr. Carroll reported on the Procurement Guidelines document which had been distributed to Council members. He outlined the process for reviewing, modifying, and submitting updates for the Guidelines which are due back to the Council Clerk by March 1, 2023.

**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**

Thursday, March 30, 2023

Alternate date: Wednesday, April 12, 2023

**Also in Attendance**

Tyler Feane - OGS

Ian MacCallum - OGS

Sean Hume - OGS

**Webcast Location:** [NYS Procurement Council Meeting: January 18, 2023 | Office of General Services](#)

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<b>Procurement Council Member Attendance at the January 18, 2023 Meeting</b>					
<b>TYPE</b>	<b>ORGANIZATION</b>	<b>ROLE</b>	<b>NAME</b>	<b>IN ATTENDANCE</b>	<b>NOT IN ATTENDANCE</b>
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 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	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	
<b>TOTAL</b>				<b>15</b>	

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<b>Motion to Approve the Meeting Minutes for the November 9, 2022 Meeting</b>							
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		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	x	
Governor's Appointee	Cornell University College of Agriculture & Life Sciences	Primary	Julie M. Suarez			x	
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	Interagency Council of Developmental Disability Agencies, Inc	Primary	Winifred Schiff			x	
Legislative Appointee	Jaclyn A. Brillling, Esq	Primary	Jaclyn A. Brillling			x	
Ex-Officio	Office of General Services (OGS)	Council Chair	Sean Carroll			x	
<b>TOTALS:</b>						<b>15</b>	<b>0</b>