

## **State and Local Government Sweatfree Consortium Interim Steering Committee**

April 15, 2008 4 PM – 5:30PM EDST

**Present:** Bjorn Claeson, Vicki Kaplan, Betty Lamoreau, Chip Gavin, Farshid Yazdi, Colleen Crawford Gardner, Curtis Topper, Scott Cross

**Minutes:** Scott Cross

### **March Minutes**

Minutes were approved without corrections.

**Legislative Updates:** Vermont's bill is awaiting signature by the governor. Vermont's bill does allow the state to affiliate with the consortium. Maine's bill had previously been updated to authorize a 1% fee collection and align it with the Code of Conduct. The state is proceeding toward implementation

**Cooperative Contract:** Curt reported that the response from the NASPO survey was poor. Only New York had responded to the survey. Curt suggests that we continue to seek NASPO involvement and the issue be addressed through a regional call with NASPO. He suggested that Maine and Pennsylvania discuss the issue with NASPO to determine what kind of assistance the organization can provide.

Pennsylvania continues forward with the process of amending and renewing its existing apparel contract to align it more closely with the Code of Conduct. It will also contain reference to monitoring provisions. Pennsylvania will move toward establishing a cooperative contract for apparel with an anticipated effective date in the summer of 2009.

**Action:** Curt will coordinate a call with Betty, Chip and Jeff Mandel (PA, DGS) and Lee Ann Pope (NASPO) to discuss NASPO and state participation. Curt will send Bjorn the draft language for Pennsylvania's apparel contract.

### **Budget:**

The subject of the budget was discussed. It was agreed that organizations wanted to know what it would cost to participate in the consortium. Discussion on the topic involved the possibility of establishing a 1% fee on relevant procurement and the potential establishment of a cap on dues.

The issue of establishing a plan to communicate with potential members was discussed, although details remain to be worked out.

The question was asked as to whether the consortium or the individual state or entity would be the contracting party for monitoring services. This issue would have an impact on the amount of dues that would be charged to the member. If a NASPO contract was available a 1% to 2% fee would be deemed a reasonable charge. NASPO contracts that involve a fair amount of service typically involve a 2% fee.

**Action:** Chip Gavin offered to draft communication language and send it to Curt and Bjorn as an initial step. It could then be forwarded to the other committee members. Note: Since the conclusion of the April 15 committee meeting the language was drafted and is contained immediately below.

**Draft Consortium Cost Language:** The cost of participating in this consortium effort is estimated at approximately 1 percent of the relevant procurement value in that state. At least some states are handling this as a vendor fee to avoid increasing the cost of the procurement itself.

There also is ongoing discussion among the interested states as to whether any dues structure will include a minimum or maximum dues structure. This is a decision that will be made by the participating member states themselves.

This decision and all other necessary decisions about an initial governance and financial structure will be determined by the members themselves when the procurement value of the participating states reaches \$100 million. The states that have signed-on to the initiative will have a voice in making those initial determinations.

States that join the effort subsequently would participate under the initial rules, but the consortium certainly intends to have periodic opportunities for governance and financial issues to be reviewed and updated to reflect the collective will of its members, especially as more and more members join.

### **Next Meeting**

4:00 p.m. – 5:30 p.m. Eastern Daylight Savings Time, Tuesday, May 20, 2008.