

WISCONSIN STATE USE BOARD MEETING
April 8, 2021, 10:00 a.m.
Via SKYPE

Call to Order – The meeting was called to order by Jean Zweifel at 10:05 a.m.

Board Members on Teleconference:

- Jean Zweifel, Chairman
- Nick George, MFPA
- Bill Smith, NFIB
- Amy Grotzke, Department of Workforce Development
- Jana Steinmetz, Department of Administration

Board Staff on Teleconference:

- Nadine Malm, Department of Administration
- Terri Hagstrom, Department of Administration

Teleconference Participants:

- Robyn DeVries, MARC West
- Randy Klein, Greenco Industries
- Michelle Sczygelski, Lincoln Industries
- Pat Karlen, DSPN (Roadside Facilities)
- Alan Wartella, East Shore Industries
- Tammy Weber, Black River Industries
- Mike Snodgrass, Lakeside Curative
- Jason Frey, Opportunities Inc.
- Sarah Bass, Pathways of WI
- Toni Kellner, Lincoln Industries
- Sarah Gehrke, Green Valley Enterprise
- Cheryl Edgington, Department of Administration
- Donna Reiniero, Highline Corporation
- Mike Beauprey, Indianhead Enterprises

Discussion and approval of Wisconsin State Use Board Meeting Minutes of Thursday, January 14, 2021

– There was no discussion. Amy Grotzke moved to approve, Nick George 2nd. Motion carried.

Discussion and approval of Wisconsin State Use Board Meeting Minutes of Friday, January 22, 2021 –

There was no discussion. Nick George moved to approve, Bill Smith 2nd. Motion carried.

Price Increase Request for Non-Sterile Disposable Gloves – Ms. Nadine Malm – Mike Snodgrass at Lakeside Curative sent in a price increase for five items. He also sent in a price decrease for three items. The fair price marketing analysis was sent to the board and they did meet fair market on the five items. There was no discussion. A motion to approve the increase in five of the Non-Sterile disposable gloves

and to decrease the three Non-Sterile Disposable gloves effective April 9, 2021 was made by Nick George, Amy Grotzke 2nd. Motion carried.

Request to Add New items to Alkaline Batteries Contract – Ms. Nadine Malm - Opportunities Inc., has provided us with five more Alkaline batteries they would like to add to the contract. They had trouble with the supplier getting some of the batteries that we currently have on contract. The batteries are comparable. Nadine did a cost analysis and found that they were within the fair market. They would like to start this contract effective June 1, 2021 so they can have the inventory needed. These five batteries would be added on to the contract that we currently have. A motion to add new items to the Alkaline batteries contract was made by Bill Smith, Nick George 2nd. Motion carried.

Extension request for Hand Sanitizer and Sanitizing Wipes set-aside – Ms. Nadine Malm – Nadine is asking for an extension to the set-aside to the next meeting. The bureau has sent out a survey for hand sanitizer to the state's agencies to assist in determining the proper sizes of what the agencies have been ordering, the amounts and the frequency of ordering to better help the work center provide a successful contract, if it is awarded that way. A motion to extend the Hand Sanitizer and Sanitizing Wipes set aside was made by Nick George, Amy Grotzke 2nd. Motion carried.

Recertification 2021/New Certifications – Ms. Nadine Malm – Nadine sent out all the recertification paperwork in the middle of March. It was due Friday, April 2, 2021. She sent out 48 recertifications and received 48 responses. Of the 48 responses, two have decided not to recertify. One work center indicated they were not renewing their Federal 14C license and were ending their on-site pre-vocational programming offering at their work center effective March 31, 2021. The other work center indicated the potential state use contracts and required quantities of the contracts are not a good fit for the work force at the center. Of the 48 work centers, 46 have recertified.

Nadine sent out new certifications to 7 organizations and received one back from Aspiro. They had previously been in the program. We are now at 47 certified work centers for this fiscal year. Board member, Amy Grotzke asked the name of the first work center that did not recertify, and it was Aptiv.

Product Ideas/Opportunities (Standing Agenda Item) – Ms. Nadine Malm – Recently, there was a couple of janitorial requests for bids that were posted on the eSupplier website. However, there are no work centers in those locations or in the area that provide janitorial services.

Board member, Bill Smith asked about the certification process and wondered if there was a time limit to get back the new certifications. Nadine responded that there was a deadline of Monday, April 5, 2021. The new certifications were sent using DocuSign and are still sitting in their email. DocuSign is set up to send a reminder once a week. The reminders will eventually expire after a certain amount of time. If any of the other 6 organizations decides to submit their paperwork, Nadine will notify the board. Bill also questioned about the 2 work centers that did not recertify. Nadine confirmed that it was nothing to do with how the program is ran but the way their work centers were operating.

Public Comment

Board member, Jana Steinmetz said they would continue to follow any guidelines that are issued to us regarding the next board meeting in July 2021.

Jason Frey of Opportunities Inc. wanted to thank the board for the additional batteries and the additional timeframe for the sanitizer and wipes. Their organization received a grant from the Wisconsin Department of Health Services to promote COVID-19 vaccination in the outreach and the Madison/Jefferson/Milwaukee county areas. If you would like to contact Jason, Nadine has his contact information.

Board member, Jean Zweifel announced that this was going to be her last meeting. Jean thanked everyone and said it has been a pleasure to work with everyone. She said she loved her job and thought it was a grand program and hope it continues as it has been. Board members wished her the best.

With Jean stepping down we only have 4 members and that affects our board. Board member, Jana Steinmetz has been working with others to see what opportunities there are and to see if any individuals have expressed any interest in submitting an application to the Governor's office. She is also working with Department of Health Services, as they have not appointed anyone to the board recently. The intention is to get someone on the board by July.

Future Meetings Review

- a. July 8, 2021, at 10:00 a.m. – Dept. of Agriculture, Trade and Consumer Protection
- b. October 14, 2021, at 10:00 a.m. – Dept. of Agriculture, Trade and Consumer Protection

Adjourn – Motion was made to adjourn by Bill Smith, 2nd by Nick George. Motion carried.