

## WISCONSIN STATE USE BOARD MEETING

Thursday, May 19, 2022, at 10:00 a.m.

Held via Microsoft Teams

- I. The State Use Board meeting was called to order by Chairperson Tracy Nelson at 10:02am.
- II. Introductions
  - a. Board members present:
    - i. Tracy Nelson, East Shore/Algoma Mops; Private Business representative; Chairperson
    - ii. Nickolas George, MFPA; Public representative
    - iii. Bill Smith, NFIB; Small Business representative
    - iv. Amy Grotzke, Department of Workforce Development; Vocational Rehabilitation representative
    - v. Jana Steinmetz, Department of Administration; Department of Administration representative
  - b. Board members absent:
    - i. *Vacant; Work Center representative*
    - ii. *Vacant; Mental Health representative*
    - iii. *Vacant; Other representative*
  - c. Board staff present:
    - i. Nadine Malm, Department of Administration
  - d. Others present:
    - i. Jessica Potter, Department of Administration
    - ii. Randy Klein, Greenco, Ind.
    - iii. Maureen Parks, Headwaters, Inc.
    - iv. Jason Frey, Opportunities, Inc.
    - v. Kathy Meisner, DSPN
    - vi. Tammy Weber, Black River Ind.
    - vii. Sarah Bass, Pathways of WI
    - viii. Todd Smet, DSPN
    - ix. Cheryl Stapleton, Department of Corrections
    - x. Mike Snodgrass, Lakeside Curative Services
    - xi. Mary Jo Mattke, Opportunities Inc.
    - xii. Patty Clark, Handishop Industries
    - xiii. Cheryl Edgington, Department of Administration
- III. Discussion and approval of Wisconsin State Use Board Meeting Minutes of Thursday, January 13, 2022.
  - a. Motion to approve by Amy Grotzke.
  - b. Seconded by Nickolas George.
  - c. Approved unanimously.
- IV. Price Increase – Mops (East Shore Industries) [Ms. Nadine Malm]
  - a. Nadine reported that a price increase for Mops passed fair market review. Price increase due to supply cost interest. 5 mop heads (12 oz) and 3 mop handles. The price increase will be effective May 20, 2022, if approved.
  - b. Motion to approve by Nickolas George.
  - c. Seconded by Bill Smith.
  - d. Approved unanimously.

- V. Price Increase – Batteries (Opportunities, Inc.) [Ms. Nadine Malm]
  - a. Nadine reported that a price increase for batteries passed fair market review. The price increase would be effective June 1, 2022.
  - b. Motion to approve by Nickolas George.
  - c. Seconded by Bill Smith.
  - d. Approved unanimously.
- VI. Recertification 2022/New Certifications [Ms. Nadine Malm]
  - a. Previously 48 work centers had been certified in the program. Recertification paperwork was sent to all 48 work centers and all have completed the required forms.
    - i. 1 work center declined to be recertified.
    - ii. 1 new certification received from New Hope Center.
- VII. RAM Program – 14(c) license clarification [Ms. Nadine Malm]
  - a. Nadine learned that incorrect information had been shared with the work centers. Nadine clarified that all work centers must hold a 14(c) license per State statute.
- VIII. State Use Program Labor Rule Emergency Waiver from March 2020 [Ms. Nadine Malm]
  - a. At the start of the pandemic, the State Bureau of Procurement issued an emergency waiver to allow work centers to use able-bodied individuals to meet production needs and that are typically held to 75% of labor in State Use contracts must be by disabled individuals. Any work center still utilizing the waiver must email Nadine by June 1, 2022.
- IX. Annual Review of Fair Market Pricing [Ms. Nadine Malm]
  - a. The Annual Review will be forthcoming and paperwork will be sent out soon.
- X. Product Ideas/Opportunities (Standing Agenda Item) [Ms. Nadine Malm]
  - a. Commemorative Challenge Coin – Nadine contacted the work centers but no current work center provides that type of product.
  - b. No additional opportunities have been identified by Nadine.
- XI. Public Comment
  - a. No additional topics were brought up.
- XII. Future Meetings Review
  - a. July 14, 2022, at 10:00 a.m.
  - b. October 13, 2022, at 10:00 a.m.
- XIII. Adjourned by Chairperson Tracy Nelson at 10:19am.