

WISCONSIN STATE USE BOARD MEETING

Thursday, February 23, 2023, at 10:00 a.m.

Held via Microsoft Teams

- I. The State Use Board meeting was called to order by Chairperson Tracy Nelson at 10:00 a.m.
- 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. Alison Hoffman, Lakeside Curative Services
 - iii. Amber Fallos, Black River Industries
 - iv. Ashby Rawstern, Embark Supportive Employment
 - v. Dave Lemanski, Chippewa River Industries
 - vi. Jolene Wheeler, Northwoods Inc.
 - vii. Lisa Davidson, Disability Service Provider Network
 - viii. Mike Snodgrass, Lakeside Curative Services
 - ix. Perry Cloud, Chippewa River Industries
 - x. Rob Buettner, Beyond Vision
 - xi. Stacey Marcum, Chippewa River Industries
 - xii. Jean Monroe, New View Industries
 - xiii. Tammy Webber, Black River Industries
 - xiv. Randy Klein, Greenco Industries, Inc.
- III. Discussion and approval of Wisconsin State Use Board Meeting Minutes of Thursday, October 13, 2022.
 - a. Motion to approve by Nickolas George.
 - b. Seconded by Amy Grotzke.
 - c. Approved unanimously.
- IV. Non-Sterile Disposable Gloves Price Decrease [Ms. Nadine Malm]
 - a. Lakeside Curative at the end of January to indicate they had a decrease on all gloves effective 2/1/23. Price decreases ranged from \$1 off to more than \$50 off. The Board doesn't need to approve this decrease.
- V. Set Aside for Work Boots and Oxford Shoes [Ms. Nadine Malm]

- a. Black River Industries has submitted their prices for review to DOC and are working through that process. Nadine approved an extension through the next Board meeting. If another extension is required after that point, the Board would then need to approve the extension at that time.

VI. 2023 Annual State Use Program Recertification [Ms. Nadine Malm]

- a. The Annual Recertification of all work centers and we will use the DWD list provided last year, as that is the most current one. They will be sent out by the week of March 20th, with a due date of April 7th.

VII. State Use Program Subcommittee Report [Chairperson Tracy Nelson]

- a. A subcommittee was put together to look at potentially modernizing the State Use laws. Tracy Nelson, Jana Steinmetz, Amy Grotzke, and Nancy Leipzig were on the committee, with support from Nadine Malm. A review of the subcommittee's scope was provided, and the Board was notified that the subcommittee sent out a survey to current members of the State Use Program to gather information related to the subcommittee's goals and reactions to potential changes that would affect those involved. The results of the survey will be used to help guide future work of the subcommittee.
 - i. Question from Bill Smith – Do you expect to have this report by the next State Use Board meeting?
 1. Answer – Tracy shared that the survey results will be collected by the April meeting and the subcommittee should be in a position to discuss the results at that time.
 - ii. Question from Rob Buettner – Understanding that any change to the program would need to be enacted through legislation, is the subcommittee considering changing legislation to grow the program as well?
 1. Answer – Tracy outlined some of the goals of the subcommittee. Modernize statute to be more in line with what is across the nation, adding a position for an individual with a disability to the State Use Board, look at eliminating the 14(c) requirement to allow more work centers opportunities, reducing the percentage of employees working on state use contracts from 75% to 50%, and ways to reduce measures related to contract compliance to make it more attractive to work centers.
 2. Follow Up Question from Rob Buettner – Has there been any discussion on changing procurement policies to provide incentives to use the State Use Program (e.g., a 2% goal incentive)? How to make it more enticing for state agencies
 - a. Answer – Tracy noted that Nadine may speak to this in her report from the SUPRA conference at the subcommittee meeting and will follow up at the next State Use Board meeting.

VIII. 2023 SUPRA Conference Report [Ms. Nadine Malm]

- a. Nadine attended the SUPRA conference at the end of January. She provided a thorough overview of the sessions that she attended. She noted that most of the other State Use Programs are not run by State agencies and are instead run by nonprofit organizations.
- b. Sessions/panels included:
 - i. The Keynote Address
 - ii. Government Affairs Panel
 - iii. Issues common or not so common among SUPRA members.
 - iv. Competitive Integrated Employment
 - v. Roundtable discussions on various topics
 - vi. New Products and Services

- IX. State Use Program Board Meeting Schedule [Chairperson Tracy Nelson]
- a. Tracy noted that the State Use Board generally meets on the second Thursday of the month each quarter, but that she has a standing meeting conflict. She proposed having State Use Board meetings on the third Thursday of the month each quarter (January, April, July, and October).
 - b. Amy would not be able to make the third Thursday work, as she also has a standing meeting that would conflict. She proposed the First Thursday instead. Bill noted that it would generally work, but that he would have a conflict in July.
 - i. Motion to move the State Use Board meetings to the first Thursday of the month each quarter by Nickolas George.
 - ii. Seconded by Bill Smith.
 - iii. Approved unanimously.
 1. Nadine will send new meeting invites to everyone and will work to find a date in July that would work for the State Use Board members.
- X. Product Ideas/Opportunities (Standing Agenda Item) [Ms. Nadine Malm]
- a. Janitorial services for the Wisconsin Historical Society – bid available now through March 31.
 - b. Janitorial services for the Department of Military Affairs (potentially located in Madison) – upcoming solicitation.
- XI. Public Comment
- a. Nadine Malm – Raised a question regarding the need for recording the State Use Board meetings in the future. After discussion among the Board members, Jana offered to further discuss this meeting with DOA Legal and will report back at the next meeting.
- XII. Future Meetings Review
- a. April 6, 2023, at 10:00 a.m.
 - b. July – TBD
 - c. October 5, 2023, at 10:00 a.m.
- XIII. Adjourned by Chairperson Tracy Nelson at 11:00 a.m.
- a. Motion to approve by [Nickolas George/Bill Smith/Amy Grotzke/Tracy Nelson/Jana Steinmetz].
 - b. Seconded by [Nickolas George/Bill Smith/Amy Grotzke/Tracy Nelson/Jana Steinmetz].
 - c. Approved unanimously.