

WISCONSIN STATE USE BOARD MEETING

Thursday, April 18, 2024, at 9:00 a.m.

Held via Microsoft Teams

- I. The State Use Board meeting was called to order by Chairperson Tracy Nelson at 9:00 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. Allen Schraeder, Opportunities, Inc.
 - iii. Alice Salli, DOC
 - iv. Amy Newmann, Shawano County-Lakeland Industries
 - v. Angela Vukusich, Highline Corporation
 - vi. Cara Connors, DOA
 - vii. Jason Frey, Opportunities, Inc.
 - viii. Shelby Kapitanski, DOC
 - ix. Mary Joe Mattke, Opportunities, Inc
 - x. Niki Steele, Aptiv
 - xi. Patty Clark, Handishop Industries
 - xii. Randy Klein, Greenco Industries
 - xiii. Rob Buettner, Beyond Vision
 - xiv. Shawna Anderson, Embark Supported Employment
 - xv. Susan Osteen, Diverse Options
 - xvi. Tammy Webber, Black River Industries
 - xvii. Lisa Davidson, DSPN
- III. Discussion and approval of Wisconsin State Use Board Meeting Minutes of Thursday, February 8, 2024.
 - a. Motion to approve by Amy Grotzke.
 - b. Seconded by Bill Smith.
 - c. Approved unanimously.
- IV. 2024 Recertification for State Use Program [Ms. Nadine Malm]
 - a. DWD has posted the current work center license list. A few work centers haven't submitted documentation yet; this is required to participate in the State Use Program
- V. 2024 Annual Review of Fair Market Pricing of State Use Contracts [Ms. Nadine Malm]

- a. Nadine estimates that she will send out the paperwork through DocuSign in July. For work centers with multiple contracts, please email Nadine so that she can ensure that you receive paperwork for each contract. If multiple people will be filling out the paperwork, please include that information as well.
- VI. DOC Contract Updates [Ms. Alice Salli]
- a. DOC is working with Black River Industries for all shoe contracts, effective 2/17/24. They will continue to work with the work center for future shoe needs. DOC is also updating the officer uniform contract to include embroidered patches instead of sewing patches on.
- VII. State Use Program Subcommittee Report [Ms. Tracy Nelson]
- a. The subcommittee is discussing how to move forward to bring the recommendations to the Legislature. They are currently in between talking with Legislative Liaisons at both DOA and DWD to discuss a possible path forward.
- VIII. WISBuy eMarketplace Update [Ms. Jessica Potter]
- a. Jessica provided an update regarding the end of the WISBuy program. Nadine and Jessica have been meeting with the affected work centers. A resource is in the process of being developed and will be posted online soon (with additional updates to be made as more information is made available). In addition, the last day to order through eCatalog is May 31 and the final day to order through the PCard Marketplace is June 13.
- IX. Product Ideas/Opportunities (Standing Agenda Item) [Ms. Nadine Malm]
- a. DOT posted janitorial bids for several office locations along with two Standard Weights and Enforcement Facilities. The bids closed in early April and are currently under review.
 - b. Mendota Mental Health Institute (MMHI) currently has a bid announcement for Security Apparel and Accessories that closes April 23, 2024. Nadine indicated she informed MMHI to reach out to assist with the fair market analysis if a work center responds.
- X. Public Comment
- a. Lisa Davidson from Disabilities Services Provider Network (DSPN) stated they are in discussion with the State Use Programs Association (SUPRA) for their president to present at the DSPN conference November 6 & 7, 2024. They also hope to highlight the Wisconsin State Use Program during the conference.
- XI. Future Meetings Review
- a. July 11, 2024, at 10:00 a.m.
 - b. October 3, 2024, at 10:00 a.m.
- XII. Adjourned by Chairperson Tracy Nelson at 9:28 a.m.