

WISCONSIN STATE USE BOARD MEETING

Thursday April 10, 2025, at 10:00 a.m.

Held via Microsoft Teams

- I. The State Use Board meeting was called to order by Chairperson Tracy Nelson at 10:02.
- II. Introductions
 - a. Board Members Present:
 - i. Tracy Nelson (Chairperson)
 - ii. Richard Rydecki
 - iii. Andrzej Walz-Chojnacki
 - iv. Nickolas George
 - v. Bill G. Smith
 - vi. Shawna Anderson
 - b. Board Members Absent:
 - i. N/A
 - c. Others Present:
 - i. Nathan Wardinski – DOA
 - ii. Nadine Malm – DOA
 - iii. Angela Vukusich – Highline Corporation
 - iv. Jessica Potter – DOA
 - v. Susan Osteen – Diverse Options
 - vi. Jolene Wheeler – Northwoods Inc of Wisconsin
 - vii. Alice Salli – DOC
 - viii. Erin Smith – DSPN
 - ix. Tyler Jerke, DWD, DVR BEP
 - x. Michael Snodgrass, LCS Curative
 - xi. Sarah Bass – Pathways of Wisconsin
 - xii. Cara Connors – DOA
 - xiii. Randy Klein – Greenco Industries
 - xiv. Patti Clark – Handishop Industries
 - xv. Leslie Larson – Endeavors Adult Development Center
- III. Discussion and approval of Wisconsin State Use Board Meeting Minutes of Thursday, March 12, 2025.
[Chairperson Tracy Nelson]
 - a. Motion to approve by Nickolas George.
 - b. Motion seconded by Shawna Anderson.
 - c. No discussion.
 - d. Motion passed unanimously.
- IV. State Use Program Subcommittee Update – [Chairperson Tracy Nelson]
 - a. No updates.
 - b. Cara Connors: Still working on the process to get bill drafts going.
- V. 2025 Recertification/Certifications for State Use [Ms. Nadine Malm]
 - a. 39 work centers were notified for recertification, all have replied.
 - b. 5 emails were sent to work centers listed on the DWD website. No responses.
 - c. FY2026 Certificates to be sent along with products and services listings for work centers to review.

- VI. 2025 Annual Review of Fair Market Pricing of State Use Contracts [Ms. Nadine Malm]
 - a. Will be sent out July 1, due July 29
 - b. If work centers have multiple state use contracts, send a list to Nadine for additional documents.
- VII. Survey Results [Ms. Nadine Malm]
 - a. A survey was sent to work centers on behalf of DOC regarding confidential shredding services, lawn care, grounds maintenance and snow removal.
 - b. 14 of 39 work centers responded. Responses were sent to DOC.
- VIII. Product Ideas/Opportunities (Standing Agenda Item) [Ms. Nadine Malm]
 - a. A bid for uniform clothing was posted by the Department of Motor Vehicles.
 - b. A work center plans to respond.
 - c. The bid will close July 29.
- IX. Public Comment
 - a. Nadine Malm: Bill Smith will be retiring. A plaque has been created for him. Bill's board position will need to be filled.
 - b. Bill Smith expressed gratitude for the board's work.
- X. Future Meetings Review
 - a. July 10, 2025, 10:00 a.m.
 - b. October 9, 2025, 10:00 a.m.
- XI. Adjourn at 10:20am
 - a. Motion made by Nickolas George.
 - b. Motion seconded by Bill Smith.
 - c. Motion passed unanimously.