Grand Canyon Chapter Meeting

Location: Coconino Community College – APS Room South  
Lone Tree Road Campus 2800 South Lone Tree Road  
Flagstaff, AZ 86005  
Date: July 14, 2016

July, 2016 Agenda

1. Pledge of Allegiance
2. Call to Order:
3. Member Roll Call

Attendees: Total Number Attending = 13 Members

Allen "Tony" Burgett, Mohave County (via Phone)  
Di Ann Butkay, City of Flagstaff (via Phone)  
Mark Dibasi, MESC (via Phone)  
Michael Nentwig, MESC (via Phone)  
Tara Acton, Mohave County (In-person)  
Mary Tarantino, CCC (In-person)  
Sarah Bolander, Mohave County (via Phone)  
Becky O'Brien, Mohave County (via Phone)  
Christine Van Vleet, MCC (In-person)  
Michael Carter, MESC (In-person)  
Scott Richardson, Coconino County (In-person)  
Terri H. Williams, Mohave County (In-person)  
Jana Scott, CCC (In-person)

4. Approval of Previous Meeting Minutes – May 2016: Approved  
   (Motion: Tony Burgett | 2nd: Michael Carter)

5. Chapter Election Results (Tara Acton): Tara Acton – President, Nancy Colbaugh, Vice President, and Terri H. Williams, Treasurer.

   • Swearing in of new officers: (Tara Acton for VP and Treasurer) (Michael Carter for President)

6. President's Report: (Tara Acton)

   • Invitation to Join for FY2017 were sent via e-mail: Tara to re-send to Coconino Community College as their email system recently went through a revamp and they did not receive.

   • Area 9 Chapter Call: Tara nor Nancy were able to attend.

   • Address Change to c/o MESC: Showing as correct.

   • Audit of Financial Records: NIGP recommended another agency to perform the audit for smaller chapters. Tara to check with Capital Chapter.

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GCC Teleconferencing Call (WebEx, Audio Only):  
Phone: 1-877-688-4493  
Attendee Access Code: 230 684 87

Visit our website at:  
http://gcc-nigp.org/index.htm
- Arizona Corporation Commission: There are still questions concerning this as relate to our chapter. Tara recommended that chapter should clean this up if costs are below $100. (Motion: Michael Carter | 2nd: Terri Williams)

- Forum is August 21-24, 2016: Verified no one is attending from our chapter due to numerous scheduling conflicts.

7. Chapter Vice President's Report (If Present): (Nancy Colbaugh): Not present. However, mention was made by President that NIGP members sit in on these calls to provide information for large and small chapters, as well as to provide reminders. See #7@end

8. GCC Committee Chair Reports (If Present)
   a. Treasurer: (Terri Williams): Bank provided incorrect account balance. Will obtain updated corrected balance for next meeting.
   b. Outreach Committee: (Bill Munch): Not present.
   c. Education Certification / Awards Committee: (Scott Richardson): Not much available. Members should email Scott status on what their training budgets are for FY2017 to determine if community classes, events, other chapter classes, trying to coordinate our own, etc. is viable.

9. New Business: Need to change the Chapter’s constitution which currently precludes two (2) or more people from the same agency serving as chapter officers.

10. Next Meeting
    a. Tentative Date: September 15, 2016.
    b. Location: MESC, Kingman location (Michael Carter to verify with Tara Acton).

11. Entity Updates:
    Mohave County:
    - Introduction of new Procurement Director, Rebecca “Becky” O’Brien;
    - Receipt of Sterling Award from UPPC (3rd year in a row for entire staff maintaining certification);
    - Receipt of 12th Annual “Achievement of Excellence in Procurement” (AEP) Award
    - Allen “Tony” Burgett just had his first grandchild, Congratulations!
    - Annie Newton-Fruekhirth, Procurement Director, retired effective July 8, 2016 with Rebecca O’Brien, her replacement, having started July 20th. Becky is the former CPO at the State of Arizona’s Dept. of Health Services;
    - Animal Shelter Management Services recent fall-out due to going out to bid prior to expiration of current contract;
• Title 36 services county-wide;
• IT Sole Source for legacy system;
• Public Health Dept.’s Zika and West Nile Spray Services with 5 confirmed cases;
  working with Tribes in Mohave Valley to spray appropriately;
• Award on historic Courthouse (Kingman) expansion design;
• Gearing up for CIP protests;
• Construction – JDC HVAC re-roof;
• Upcoming vehicle purchase.

**Coconino Community College:**

• Food Services Vendor RFP responses due today, July 16th; would like a great
  vendor to come in and provide cafeteria services to student body;
• Mary Tarantinow introduced as the new Procurement Director, replacing Bobby
  Sedillo; she arrived in May 2016;
• Copier / Printer replacement solicitation but waiting at least 60 days to go out
  because copiers are only 4 years old;
• Cybersecurity technology solicitation;
• P-Card (new program possibly) – currently use Bank of America, but involves lots
  of manual entries which does not meet electronic data needs;
• Vending Services – Tara to send Mary information on Randolph Shepherd Act
  requirements for State of AZ;
• Custodial Services – requested that FUSD include cooperative language in their
  solicitation for these services so that upon award approval, CCC may utilizie.

**MESC:**

• Milk and Dairy solicitation;
• Food Safety;
• Bread – changes in USDA per CFRs – will be going out – what type of
  constraints apply to receipt of USDA funding?
• Julia retired in May 2016; Anita is Interim Director through December 2016.

**Mohave Community College (MCC):**

• New building not yet completed; paying daily damages;
• CISCO Switches – retracted their bid because CISCO wouldn’t give warranties
  (phone only, data only, or both);
- RFI for renewable energy for all 4 MCC campuses; were told they need to do a feasibility study first;
- Procurement for a new building in Colorado City to be scheduled.

Adjournment

#7 Nancy discussed values of leaders in the Loop Meeting. Even though neither were able to attend last call - there is a lot of "behind the scenes" info on how chapters are working. Also national reminders about due dates, etc.