

*Elected Committee of Blind Vendors
(open, approved)*

Date: Tuesday, August 14, 2007
Time: 1:30 – 4:30 p.m.
Location: GEF #1 Building, Room A415
201 East Washington Ave., Madison, WI 53702

Members Present:

Dan Sippl, Chairman
Joyce Coates
Theresa Miller
Sally Zenchenko

Via Telephone

Arlene Maus

Staff Present:

Joseph D'Costa
Greg Feypel
Jim Juran
Lorie Lange
Scott McDonald
Kent Walser
Nomi Rivers

Absent:

John Fritz
Mark Papapetru

Trainees:

Lee Young
Gene Hermanson
Doug Let

Guests:

Tory Reetz

Recorder

Lisa Mohonae

Meeting called to order by Dan Sippl, Chairman.

Introductions:

Minutes for June and July were approved.

Financial Update:

Lorie Lange provided a summary of the Business Enterprise Program (BEP) Financial Status Report, July 2007.

Insurance Update:

Lorie Lange reported the BEP general liability insurance premium has not been paid to date.

Kent Walser indicated that we will have a potential risk if the general liability policy isn't continued. Recommendation to the committee is to pay the current premium from unassigned vending and at the BEP fall meeting get a consensus from your colleagues on how you will handle this in the future. Discussion included: difference in the premiums between one policy and individual policies, possible options for the future, legal risk, and accountability.

Joseph recommended the ECBV get multiple operators from different types of locations (vending/cafeteria) to absorb technicalities within a sub committee to educate and empower our members. Also arrange for an insurance agent to discuss options at the fall meeting.

Sally Zenchenko: moved that we pay the general liability from unassigned vending and bring information to the BEP fall meeting. Arlene Maus seconds

the motion, passed unanimously. The sub committee will consist of Kent Walser, Arlene Maus, Sally Zenchenko and SLA staff.

Licenses Update: Lorie Lange received an invoice from RSVW regarding licenses and permits. At a past meeting the ECBV agreed that operators would get billed back for the cafeteria licenses. First item is the state capitol, no one is currently operating so who will get billed for this. Secondly, the bill for the Department of Health and Family Services cold food and coffee machine licenses is due. Because each vending tag is such a small amount, billing bill back the operators would be too time consuming. Kent Walser indicated the BEP would continue to be the master license holder and believes this should be paid out of unassigned vending. Each license costs six dollars and a bill back to each operator would be costly administratively. Joseph recommends the insurance subcommittee look into options like each operator pays a minimum amount into an escrow fund. Joyce Coated moved to pay capital and DHFS licenses out of unassigned vending. Sally second motions, passed unanimously.

Cafeteria Update:

Kent Walser identifies that Randolph Sheppard Vendors of Wisconsin (RSVW) added additional staff on a limited employment basis to work specifically on cafeteria businesses. Cafeteria project will include an assessment of current business, development of standardization and accountability and a final implementation stage.

Department of Administration (DOA) Update:

Greg Feypel reported the site notice for DOA was sent with input from DOA staff. Four people submitted letters of interest and an e-mail will be sent today regarding setting up interviews. Not sure on time frame at this time but suspects in a week.

Chairman Dan Sippl noted the ECBV needs to established interview committee and that DOA has requested additional member of there staff be included on the interview panel. He feels getting other departments involved

is a good thing. Joyce Coates noted concerns that a majority of DOA staff will hurt the decisions. Greg Feypel doesn't believe that dynamic exists and DOA questioning was open and honest looking for best candidate to operate the cafeteria and we must respect their involvement. Chairman Sippl agreed DOA intentions are there to help us and believes input on customers is a good thing

Joseph D'Costa indicated a need to get designee from elected committee, and we cannot be delayed any further, interviews should be no later than next week.

Chairman Dan Sippl requested the establishment of an interview sub committee to be available for interview panels and establishing new criteria for interview questions. The sub committee will consist of Joyce Coates, Theresa Miller and Greg Feypel.

Joseph D'Costa noted the human resources (HR) department has indicated that if the interview panel uses a number rating, there needs to be a statistical analysis to ensure question are neutral and non-offensive. SLA suggested the sub committee have HR approve questions, rankings and new criteria system.

New Business:

SLA Report: Greg introduces Naomi Rivers a new employee to help with operator's files and general administrative work. Committee welcomes Nomi.

Joseph requested the SLA and ECBV send a joint letter out to all operators to comply with requests for updating personnel files, facility files, inventory and all other federal regulations which RSA is requiring. Also noted the Department of Education (DOE) website is geared towards customers, using technology like voice-text translation and the BEP should research using technology to reduce communication issues.

Kent requested that at the fall meeting, notice be given to have all BEP operators that all future posting will be available on the BEP website.

Interim Site Committee:

Chairman Dan Sippl requested to ask Mark Papaptru to chair the interim site committee, no objections made.

Meeting adjourned at 5: 42. Next meeting is scheduled for Sep. 11th.

Respectfully submitted,

John Fritz, Secretary ECBV