**State Of Illinois**

**State Use Committee Meeting**

**Minutes**

**June 17, 2015**

Video Conferencing sites:

SIU-C Stratton Bldg. JRTC

Morris Library, Room 184A Room 500 ½ Room 9-035

Carbondale Springfield Chicago

**I. Call to Order**

Chairman Loftus called the meeting to order at 1:30 P.M.

**II. Roll Call**

Brynn Henderson conducted roll call.  
The following members were present: (Attachment #1 sign in sheet)

Mitzi Loftus: JRTC Chicago

Seymour Bryson: SIU-E Carbondale

Richard W. Gloede: Stratton Springfield

Dan Strick: JRTC Chicago

Chris Dickey: Stratton Springfield

\*Bill Strahle: Stratton Springfield - Anticipated member pending delegation letter receipt from the DHS Secretary.

Chairman Loftus announced that there was a quorum present.

**III. Introduction of Director Tom Tyrrell**

Chairman Loftus introduced Director Tom Tyrrell to the meeting.

Director Tom Tyrrell said hello to everyone and stated that he would help where he can with the program.

Chairman Loftus asked everyone to introduce themselves to the Director. Chairman Loftus announced that Bill Strahle is taking the place of Kacy Bassett and is the anticipated designee for the Department of Human Services.

**IV. Approval of the May 13, 2015 Meeting Minutes**

Chairman Loftus asked the Committee if everyone had a chance to review the minutes of the May 13, 2015 meeting.

Motion to Approve**:** Member Dickey

Second: Member Gloede

Tally of Votes: Members unanimously approved the minutes as presented.

**V. Review of and Vote on Proposed Contracts (Attachment #2 vote sheet)**

Chairman Loftus asked the Committee if everyone had a chance to review the list of contracts that are to be voted, she also asked if there were any Public attendees that would like to speak or if a member had questions regarding a contract.

There were three General Public attendants at the meeting; Karin Zosel, Department of Insurance, Tom Simons, Department of Insurance and Mark Chudzinski, Department of Insurance all from “Get Covered Illinois”. The Committee asked why they were voting on an amendment contract that was “zero” dollars. Tom Simons explained that the federal grant was extended and call volume had been a little lower than the first year; there was already enough money in the original contract to extend the end date without adding any more money.

Corrie Smith read aloud the contracts for vote.

Chairman Loftus stated that these contracts gave 74 job opportunities and a total contract value of $1,537,758.87.

After the reading of each contract, Chairman Loftus asked if there were any questions from a member or a public member regarding any contract.

After voting on each contract individually, Chairman Loftus called for a motion to approve the list of contracts read aloud by Corrie Smith. All the members voted on the contracts with the exception of Bill Strahle since he has not been officially named the designee for DHS.

Motion to approve: Member Gloede

To second: Member Bryson

Tally of Votes: The contracts were approved

**VI. New Business**

Matt VonBehren from the Chief Procurement Office, General Services brought up the minimum wage increase that will be effective July 1st in Cook County; it was asked if the increase should be voted on or not.

Elizabeth Kee, CMS Legal Counsel suggested that she will investigate but did not think that it would have to be voted on if it was under the $50,000.00 threshold, if it were above the threshold it would have to be voted on.

Chairman Loftus asked the Committee if they would prefer to vote on the amendments or receive a list or spreadsheet for their review and records. The Committee all agreed that seeing a list of all amendments would be fine and did not feel the need to vote on the contracts again.

There were also discussions about when the Annual Report was due; the Annual Report is done by calendar year, a copy of the report should be available for review sometime in October.

Chairman Loftus asked if the August 19th meeting will work for everyone and asked if the Committee would like to meet prior to inviting the Director to the next meeting regarding the stance toward the survey that has been discussed in previous meetings; it was decided that the Committee would meet prior to the November 18th meeting with the Director.

Chairman Loftus also stated that as of July 1st there will be a new Chief Procurement Officer for General Services, it will be Ellen Daley; she will be invited and added to the agenda at the next meeting.

**VII. Public** /**Vendor Comments**

No comments by Public or Vendors.

**VIII. Future Meeting Date**

Chairman Loftus stated that the next meeting is scheduled for August 19th at 1:30.

November 18, 2015

February 17, 2016

May 11, 2016

**IX. Adjournment**

Chairman Loftus called for motion to adjourn.

Motion to Approve**:** Member Gloede

Second: Member Bryson

Tally of Votes: Members unanimously approved the motion to adjourn.

Chairman Loftus announced the motion to adjourn was approved and adjourned the meeting at 1:50 P.M.

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