

Blind Vendors Committee Meeting
Friday, September 11, 2009
Omaha, NE

Present for the September 11th meeting were: Fred Scarpello, Dave Johnson, Howard Simons, Sandy Alvarado, Melvin Forester, Ray Johnson and Judy Beck. Terry Harris, Bill Brown and Jan Stokebrand from NCBVI and drivers were also present.

Terry Harris read the minutes from the last meeting. Fred Scarpello made a motion to accept the minutes as read. Motion carried. A motion was made to combine facility 123 and route 150 into one by Dave Johnson. 2nd by Fred. Motion carried.

Bill Brown reported the State Auditors did an audit in April and May. They had issues with the late P&L statements or statements with errors that had not been corrected and returned to the state in a timely manner. There have also been statements with a credit. Jan makes a phone call and sends an email notifying the vendor of the error and expects the vendor to reply with the corrections. Most of the errors occur in the addition of the product expenses. The vendor needs to send an accurate spreadsheet listing product expenses or an adding machine tape with accurate figures with P&L statement. Fred made a motion that if someone has a credit on their P&L statement and after 60 days of notification has not done anything with it, it goes directly into the set-aside. Seconded by Dave. Motion carried. The contract for the Department of Roads is going to be re-negotiated. The state has notified Terry they're closing a rest area as of September 30. Policy will also be strictly followed for the late P&L statements. After probation the vendor could be dismissed from the program.

The committee has issues with the way Don Ward has been handling repair calls. He needs to inform vendors if the problem is resolved. Terry will look into having forms available so Don can leave the form in the machine and have a copy for his records. Better communication between Don and the vendor would be greatly appreciated.

Terry Harris read the set-aside report with an ending balance of \$23451.85. The Department of Roads utility payments are now listed separately. Jan informed the committee the NCBVI board will be meeting on Nov. 21, 2009 in Lincoln beginning at 9:00 am. The focus topic will be the vending program. The next meeting will be held in Lincoln on Friday, December 4 at 1:00. Judy made a motion to adjourn and Dave seconded. Motion carried.

Meeting adjourned at 3:02 pm.

Submitted by,
Judy Beck