

Nebraska Business Enterprises Program

**Nebraska Blind Licensees Committee Meeting
Nebraska Commission for the Blind and Visually impaired
4600 Valley Rd. Suite 100
Lincoln, NE 68510**

May 19, 2023

Meeting called to order at 10:06 AM by Chairperson Sandy Alvarado.

A copy of the Nebraska Open Meeting Act was available. The Notice of the Meeting was published in the Lincoln Journal Star, on the NCBVI website, and on NFB Newsline®. The notice was sent to Commission Staff and Commissioners.

Board Members in Attendance

Sandy Alvarado, Chairperson; Andrea Chizek, Vice Chairperson; Atty Svendsen, Secretary; Ronnie Kellogg

Absent: Alex Curtis

Blind Licensees and Trainees in Attendance

Jim Jirak, Jeremy Richey

NCBVI Staff in Attendance

Eric Buckwalter, NBE Supervisor

Guests:

Craig Kneifl

Approval of Minutes:

A motion was made to approve the revision of the minutes by Andrea, seconded by Atty

Motion passed

Sandy Aye

Andrea, Aye

Ronnie, Aye

Atty, Aye

Motion Passed.

Committee Chairperson Report: Sandy Alvarado

BLC Chair Report

May 19, 2023

1313 Farnam | Rm. 207

Omaha, NE 68105

- Please be patient with our SLA during the transition from Dave leaving and Lizzie starting.

- I had conversations with Eric to make sure our timing was correct for the elections. Making sure what needs to be done and when they needed to be done to help keep on track.
- Spoke with SLA about WC insurance bid to present here.
- Training with RSVA will be held in person and virtually coming up at the ACB National convention at the end of June first week of July.
- Training with NABM will be held in person during the NFB national convention during the first week of July.
- Training in Des Moines, IA June 14 -16
- Report any training to Eric for now so it can be properly documented.

SLA Report: Eric Buckwalter

May 19th, 2023

Vending Site Update

State Office Building – Lincoln

The remodel of the dining area of the State Office Building in Lincoln is still underway. The space should be ready by the beginning of June.

Chief Standing Bear Building (formerly Executive Building)

Remodeling work continues at this building. NBE has not been informed of when this space will be completed.

Douglas County Justice Center

This building is now open to the public with a Blind Vendor providing service to four vending machines in this building.

DHHS – Fremont

Vending services at this building began on 4/26/2023 with a Blind Vendor providing services to this facility.

NBE now has a great contact with DHHS and will be working with them on future projects.

GSA Site – Omaha

NBE has committed to an interest in a small GSA site in the Omaha area that is set to open in the fall of 2024. This is a very small location and NBE is excited to explore some nano-market concepts for this location.

NBE Licensee Update

There are currently 13 Licensed Vendors in the NBE Program.

Several individuals have expressed interest in the NBE Program. Over the next few months NBE will be working to connect those individuals with Lizzie for training and education to determine if NBE is a good fit for them as individuals.

A current Vendor in the Lincoln area has expressed their desire to give up two sites. Those sites were posted for bid on 5/18; with a transition expected to occur at the beginning of June.

Vending Site Complaints

There were no significant vending site complaints in the past quarter.

Automatic Set-Aside Payments

There was a delay in the Automatic Set-Aside Payments due to some confusion over the set-up process. NBE apologizes for not cleaning this up sooner – but, with the transition of Dave Robinson leaving the agency and Lizzie Heidenreich starting in her position; this was deemed to be of less importance than some other issues. Vendors should expect clarification on this in the coming weeks.

State Building Pricing

Vendors who are covered by State Building Division Pricing controls should receive an update on this process in the next two weeks. NBE apologizes for the delay in getting this process completed.

NBE Retreat

NBE is working on planning a retreat-style event for Vendors in late August. More information will be forthcoming as more details are known.

NABM Training

NABM will be holding a training in Des Moines on June 14th – 16th. Registration is due by June 24th.

Operator Agreements

If you have not turned in your new Operator's Agreement, please make this a high priority. Eric will be reaching out to individuals who have not turned their agreement in next week.

Commission Payments

NBE understands and acknowledges the frustration with some of the issues we are having receiving 3rd Party Commission payments and distributing them to Vendors. NBE promises that this is of importance and is working to try and resolve this issue with the contractors involved so that this delay does not continue to occur.

Policy Update

The policy updates that NBE is working on are in the hands of NCBVI Administration for review. After they have amended what changes need to be made they will be forwarded onto NBE Committee of Blind Vendors members for review – with discussion and voting to occur at the next NBE Committee Meeting, or at a specially called meeting if timing dictates the need.

Transition of NBE Employees

Dave Robinson's last day with the NCBVI was May 5th. Lizzie Heidenreich began her first full day out of training on May 9th. As you can imagine NBE is very busy as we train new staff and still work to complete the tasks previously completed by Dave. We are working hard to make sure everything gets completed

properly and in a timely manner. However, NBE does ask for some grace at this time as we figure out who will be completing what tasks and working through processes previously completed by Dave. Dave left us very well prepared with notes and information about how he did these tasks; but doing them the first few times will take some practice. If you feel like NBE has dropped the ball on something, please send us a gentle reminder as I promise you it is not intentional.

NCBVI will be hiring for the NBE program to replace Dave's position. However, the posting of state jobs is currently taking quite some time – therefore there is not current timeline for this position to be replaced. Once hired, the new position will be required to complete the full 600 hours of Center Training.

Profit and Loss Documents

Please continue to send P&L documents to the ncbvi.nbe@nebraska.gov email address. Both Eric and Lizzie have access to this email address and will be working on this data. If there are questions about submitted P&Ls you may be hearing from either Eric or Lizzie.

P&L Deduction Discussion

Sandy reminds us that deductions on our taxes are not the same on the P&L.

Currently we can deduct one club membership from our P&Ls.

After a discussion the vendors suggested three memberships as a deduction on the P&Ls and would accept two if the SLA determines three is unacceptable.

Sandy reminded us that the technology and app deduction is \$500.00 per year.

A discussion was held about Vistar and their \$1,500.00 requirement and the rebate program with RSA. Vistar is \$750 if you belong to the RSA rebate program but the RSA rebate program wants you to sign up for three years and the Vistar amount requirement is negotiated once a year.

Sandy will be investigating other group buying organizations.

Set Aside

The current rate is 8 percent.

Since it was not on the agenda we will call a special meeting to discuss the set aside amount.

Workers Compensation Insurance

This proposal expires the sooner of (30) days after the proposal date or the proposed inception date, coverage may not be bound retroactively. Coverage rate indications reflect currently approved and executed forms and factors and may be subject to change effective policy inception. Only AmTrust policy forms issued at inception provide coverage, terms and conditions.

Commercial Insurance Proposal

Maguire Insurance Agency, Inc.

One Bala Plaza

Bala Cynwyd, PA 19004

Coverage
Premium
Workers Compensation
\$5,532.00
Fees
\$0.00
Proposal Total
\$5,532.00

Issuing Carrier

Technology Insurance Company, Inc.

Since the insurance is paid from unassigned funds vendors don't have to directly pay for it.

The questions that the SLA and the vendors have concerning the Reader-Driver coverage was not answered by the insurance company and so the insurance decision and continuing discussion was tabled until the answers are received.

Question: Does it cover independent contractors?

If so, does the vendor need to be in the vehicle?

If the contractor is driving to a building alone, are they covered?

If a contractor is working a building alone, filling machines and managing stock, are they covered?

If the contractor uses their own car, are they covered?

A motion was made by Atty to table the discussion until more information is received

Seconded by Andrea

Sandy - Aye

Andrea - Aye

Atty - Aye

Ronnie - Aye

Motion Passed

Elections:

Six people were nominated.

The process is, five people are voted on to the committee. The positions on the committee are determined by these five elected members.

Eight ballots were received. Eric read out in alphabetical order:

The committee members to serve for the next two years are:

Sandy Alvarado

Andrea Chizek

Ronni Kellogg

Jeremy Richey

Atty Svendsen.

After a short discussion the position decisions are as follows:

Chairperson, Sandy Alvarado

Vice Chairperson, Andrea Chizek

Secretary Roni Kellogg

Acting Member Jeremy Richey

Acting Member Atty Svendsen

Next Training

Andrea made a motion the next training will be held during the retreat.

Ronnie seconded it.

Ronnie - Aye

Atty - Aye

Andrea - Aye

Sandy - Aye

Motion passed

The date of the next quarterly meeting will be determined later when the date and location for the retreat is finalized.

Ronnie made a motion to adjourn

Andrea seconded.

Andrea - Aye

Atty -Aye

Sandy - Aye

Ronnie - Aye

Motion passed

Adjournment Time: 11:22 A.M.

Vendors At Training

Atty, Sandy, Jeremy, Andrea, Jim, and Ronnie.

Andy Dobel, from Greater America, demonstrated how to use the promotional tools available on the machines.