Minutes of Meeting
Georgia Committee of Blind Vendors
October 6, 2022

Meeting was called to order by Chairperson Alicia Morris at 9:19 am.

Committee Members Present:
Alicia Morris, Chair
Michael Armstrong, Region 1
Zach Snow, Region 2
Carl Lee, Region 3
Zach Thomas, Region 5
Heather Lopez, Region 6
Tim Stephens, Region 7
Valerie Hester, Region 8
Sheldon Dixon, Region 4 Alternate

GVRA Staff Present:
Teresa Eggleston, BEP Director
Bobby Goodman, BEP Program Manager
Danny Murr, BEP Equipment Manager
Will Graham, BEP Trainer
Tara Woodford, BEP Contracts
Saundra Wiggins, BEP Warehouse Associate

Guests Present:
Jerry Bensman, Georgia Cooperative Services for the Blind
Keith Morris, Licensed Blind Vendor
Kathy Morris, CBV Secretary

Chair's Welcome
Chair Morris welcomed everyone to the meeting and asked Zach Thomas to present a motion from the Finance Committee.

Motion from the Finance Committee

Zach Thomas presented a motion to pay out vendors that are owed money from set-aside.

GVRA BEP Staff Reports

- **Director's Report, Teresa Eggleston**
    - FFRP money has been finalized and the remainder of $32,000 has been sent to the Coop. Money was not used as requested by the CBV because it was too late to do so.
        - Vendors are still having issues and are requesting help with FFRP money. Vendors are responsible for reporting how the FFRP money is used and a report will need to be completed
    - Third Party Agreements are now being vetted. Director Eggleston has concerns about BEP being protected
    - Teaming partner selection process needs to be regulated. Each state has a different process. There is no model.
    - Staffing Update
        - Will submit for a South Georgia Program Manager, training specialist, and consultant
    - Reviewing bid with Bob Matuszak for cafeteria at RWS
- **Program Manager's Report, Bobby Goodman**
    - A consultant for Warner Robins area, Dublin, Columbus as been hired. Still down 2 consultants
    - No facilities were affected by Hurricane Ian
    - Facility #303 will be bid out again
    - Working to get new telemetry installed
- **Contracts Report, Tara Woodford**
    - Working with legal to streamline policies and procedures,
    - Updating/revising permits for facilities
    - NSA extension for Pecan Pie's SOW
    - Contract was awarded for Robins Air Force Base
    - ECI has been selected as a third party for facility #165
    - Cheryl Hodge will be a temporary vendor for DOL downtown location
    - DOT is continuing installation of generators and roadsides will be closed periodically
- **Training Report, Will Graham**
    - September is the busiest month
    - 5 provisional vendors

    - Dwayne French received his license on September 6th.
    - Miranda Stewart received her license on September 22nd.
    - Michael Collins will receive his license at the conference.
    - Two trainees are working CDC facilities
    - Recruitment has been a challenge. Received 8 referrals from Georgio but many are not VR clients
    - New class with 3 candidates will start November 1st.
    - Need vendors to assist with USA Tech/Cantaloupe training.
- **Equipment Report, Danny Murr**
    - Federal Fiscal Year 22 repairs costs- $133,721 which was less than the prior year of $167,000. The three-year average of repair costs is $142,000.
    - Federal Fiscal Year 22 purchasing costs breakdown
        - New $251,094
        - Used $216,553
        - Refurbished $47,679

Discussion between GVRA BEP and CBV

- Process to install card readers and telemetry
    - Device is assigned to a counselor. The counselor goes out to install and writes down the serial number. Counselor gives serial number to Saundra and she will activate it to your facility. Vendor needs to check that it is activated. Vendor can send an email to Saundra to have it activated.
- Vendor body voting to change CBV composition
    - Vendors will break into 3 categories and choose 2 representatives and one alternate. Then all vendors would reconvene and choose the at-large representative and alternate.
    - When broke down vendors into categories, there are 23 in vending, 18 in snack bars and 8 contracts.
    - When voting, the highest vote will be a two-year term and next votes 1-year term. Alternate will be separate election.

Zach Thomas made a motion to adjourn and Zach Snow seconded the motion and it passed. Adjourned at 4:25

Reconvened to elect vendors to send to NAMA. Nominations were Carl Lee, Valerie Hester, Zach Snow and Dee Butler. Zach Thomas made the motion and was seconded by Valerie Hester to send Carl Lee, Zach Snow, and Dee Butler as representatives and Valerie Hester as alternate. Motion passed.