

OFFICE OF THE ILLINOIS ATTORNEY GENERAL

Procurement Policy Compliance and Monitoring Board

Special PPCMB Board Meeting Minutes

Thursday, May 12, 2022

**** Began Recording****

Karla Schreiber, Chairperson, called the meeting to order at 2:05 p.m.

Karla Schreiber made the following prefatory remarks to the board: Because the use of telephone or electronic conferencing for public body meeting attendance and voting is permissible as long as the meeting is conducted in accordance with applicable provisions of the Open Meetings Act, and because the Act has been amended to allow public bodies such as the PPCMB, that do not have authority to make binding recommendations and determinations, to permit members to attend meetings by means other than physical presence, as long as the public body adopts specific procedural rules for remote attendance by board members, this meeting is being conducted by telephone conference. Members of the public were provided with sufficient notice, as required by the Open Meetings Act, that this meeting would be conducted telephonically, and were provided with contact information allowing them to attend and participate fully in this meeting. Please note that this meeting is being recorded.

Roll Call

Board Members Springfield:

Tad Huskey- Present
Lisa Kaigh – Present

Board Members Chicago:

Karla Schreiber – Present
Jessica O’Leary – Present
Pam Blackorby – Present

Non-Board Members Chicago:

Kathy Tedesco-Present
Eileen Baumstark-Pratt-Present

A quorum of the PPCMB was in attendance.

Review of meeting minutes from April 26, 2022.

Karla Schreiber asked the Board if there were any comments, questions or concerns regarding the draft minutes of the Board's regular meeting, held on April 26, 2022. No comments, questions or concerns were received from the Board. Karla Schreiber asked that the minutes of this meeting be approved as presented. Pam Blackorby so moved and Jessica O'Leary seconded the motion. A roll call vote of the Board members was taken, and "yes" votes were received from Karla Schreiber, Lisa Kaigh, Pam Blackorby, Tad Huskey and Jessica O'Leary. The motion to approve the minutes passed unanimously.

Old Business

There was no Old Business to come before the Board.

New Business

Agenda item 1: FY2023 Renewal of TeamConnect Software MitraTech

Eileen Baumstark-Pratt, acting SPO, stated that a request had been made to renew TeamConnect software maintenance for FY2023. A Sole Notice was posted on the Illinois Procurement Bid Buy Bulletin.

Pending no objection to the sole source posting, a purchase order will be executed with Mitrtech in the amount of \$729,414.88.

Karla Schreiber asked if there were any comments or questions regarding the documentation for this purchase. No comments or questions were received from the Board.

Agenda item 2: FY2023 Renewal of Laserfishe Software Assurance Maintenance Coverage

Eileen Baumstark-Pratt, acting SPO stated that a request had been made to renew our annual software assurance/maintenance coverage for various software licenses for FY2023.

A Sole Notice was posted on the Illinois Procurement Bid Buy Bulletin.

A contact will be pursued with BusComm for a total cost of \$208,686.83.

Karla Schreiber asked if there were any comments or questions regarding the documentation for this purchase. No comments or questions were received from the Board.

Agenda item 3: FY2023 Copy Paper Purchase

Eileen Baumstark-Pratt, acting SPO stated that Office Services will need to purchase copy paper throughout FY2023 for 20# and 60# paper.

Two purchase orders will be executed with Midland Paper thru two separate contracts in the amount of \$169,420.00.

Karla Schreiber asked if there were any comments or questions regarding the documentation for this purchase. No comments or questions were received from the Board.

Public Comments

Karla Schreiber asked if any members of the public were present at the telephonic meeting and wished to make a public comment. No public comments were received.

Karla Schreiber called for a motion to adjourn the meeting. Pam Blackorby so moved and Tad Huskey seconded the motion.

A roll call vote of the Board was taken to adjourn the meeting, and “yes” votes were received from Karla Schreiber, Lisa Kaigh, Pam Blackorby, Tad Huskey and Jessica O’Leary. The motion to adjourn passed unanimously.

The meeting adjourned at 2:13 p.m.

*Recording ended**