



Arlyn Zuniga, President  
Town of Milton

Orazio DeLuca, Co-Secretary  
City of Woburn

Michael Richards, Vice President  
City of Somerville

Lorraine See, Co-Secretary  
Town of Braintree

Shab Khan, Treasurer  
City of Medford

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### **MEETING MINUTES**

Wednesday, November 18, 2020  
Virtual Meeting

#### **Officers Present:**

Arlyn Zuniga, President  
Michael Richards, Vice President  
Shab Khan, Treasurer  
Orazio DeLuca, Co-Treasurer

#### **Business Meeting:**

**Welcome:** President Arlyn Zuniga opened the meeting at 1:04 pm and thanked the attendees for logging into the meeting. Arlyn introduced the MAPPO officers and executive staff. Arlyn welcomed two new attendees: Chris Raymond from MHEC sitting in for Michael Deyeso and Kathy Reilly, new to municipal purchasing, working for the Town of Hingham. A motion to approve the meeting minutes for October was accepted and approved.

**Treasurer's Report:** Shab Khan presented the Treasurer's report for the month of September 2020. The ending balance for September was \$62,927.03. With fees and dues collected, bank interest added, minus expenses, there was an ending balance for the month of October of \$67,579.78. A motion to accept the treasurer report was approved. MAPPO now has a PO Box. Please send payments to MAPPO, P.O. Box 225, Sharon, MA 02067. Beginning next month, the meeting link will only be sent to dues paying members.

**Legislative Affairs Committee Report:** Dave Geneakakis reported that he had spoken to Neil Cohen and the 30B Tech Bill was refiled in the legislature, the bill is addressing the RFP threshold; possibly to lower it to \$10,000. A meeting will be held with Neil and members of MAPPO in the next few weeks to discuss the role of the IG's office issuing regulations. Michael Richards also took the opportunity to remind members of the DLS 'blast' regarding the emergency procurements and 30B guidelines regarding the exemptions.

**Website Committee Report:** President Zuniga advised members that over the last two months, much work and effort has gone into updating the ListServ and to address other website issues.

**Announcements:** The December 'holiday' Luncheon meeting will not be taking place this year due to COVID however; we discussed another virtual meeting for December 16, 2020. Our speaker for the January meeting will be Deb Anderson.

**New Business and Member's Agenda Items:** Jackie Abbott from the Operational Services Division gave an update on new contracts and vendors regarding:

- the OSD webpage dedicated to COVID 19 statewide contracts and services.
- Personal Protective Equipment (PPE)
- Homeland Security HLS06 Contract - also PPE items
- OSD has posted two (2) new job postings Deputy Assistant Secretary to OSD, Strategic Sourcing Manager

Marjorie Weinberger reported that MHEC has new updates to some of their existing contracts, as well new contracts focusing on a cleaning contract as well as a copier contract, and a technology contract. The MHEC website has a list of COVID-19 PPE resources. Announced a training at the IG's office for Emergency Procurement. MASSDOT announced another 10 million dollars of funds for the Shared winter streets program: focusing on small businesses and public areas with an expansion on services and purchasing opportunities for small business owners. OSD issued an RFI for a shared IT Services.

Vice President Michael Richards updated members on the CEU's and advised members to email him directly if they need their CEU totals for recertification. Michael also stated that the IG office is exploring the idea of removing the Associate Level MCPPO certification, this issue is still unclear and a work in progress.

**Speaker:**

**Presentation:** President Zuniga introduced our speaker at 1:35 pm. Christine O'Shaughnessy, founder of Mindful Presence in 2004, presented on Finding Balance and Peace During Times of Uncertainty.

Meeting adjourned at 2:30 PM

Respectfully submitted,

Orazio DeLuca  
MAPPO Co-Secretary