



Arlyn Zuniga, President
Town of Milton

Shab Khan, Treasurer
City of Medford

Michael Richards, Vice President
City of Somerville

Orazio DeLuca/Lorraine See, Co-Secretary
City of Woburn/Town of Braintree

Massachusetts Association of Public Purchasing Officials (MAPPO)

Meeting Minutes
MFAA Conference
Double Tree Hotel
50 Ferncroft Road
Danvers, MA 01923
Wednesday, October 16, 2019

Officers Present:

Michael Richards, Vice President
Shab Khan, Treasurer
Lorraine See, Co-Secretary
Orazio DeLuca, Co-Secretary

Business Meeting:

Vice President Michael Richards opened the meeting at 1:57 PM. He welcomed the group to the meeting and introduced officers & executive board members. He urged members to read the inaugural issue of the MAPPO newsletter, available on the website at <https://www.mappo.org/home/news/mappo-know-newsletter-issue-20-1> and reminded all that the next letter would soon be posted. The newsletter will be issued bi-monthly and members are welcome to submit their ideas and content.

Secretary Report:

The minutes from the September meeting were reviewed. The Vice President requested a motion to approve, motion was made, seconded and approved.

Treasurer's Report:

Shab Khan presented the Treasurer's report for the month of July and August 2019 again as a review and presented the September report. With expenses and fees for the month of September, Shab reported the ending balance for September was \$50,639.72. The Vice President requested a motion to approve; motion was made, seconded and approved.

Website Committee:

Tom Watkins talked about the future of the MAPPO website and the possibility of raising revenue through paid sponsors advertise on the website. Tom will keep members updated on New Policies, Fees and Guidelines associated with this new program. Members interested in joining the Website Committee are asked to reach out to Tom.

Legislative Affairs Committee:

Dave Geanakakis stated that there has been a bill introduced which would discuss Trench Safety. The bill discusses making a change from “Awarding Authority” to “Procurement Officer” as the deciding authority on what is or isn’t Trench Safety. needless to say, this would change and make the CPO’s position much more difficult. Dave will keep the membership updated. MAPPO will be drafting a position paper that will be circulated to the membership. Members are asked to share this with their local representatives.

Speaker Committee:

Vice President Michael Richards encouraged the membership to submit their ideas for speakers and topics. The next meeting’s speaker will be a representative from OMNIA Partners (a partnership of collaborative purchasing groups US Communities, NJPA, and others). The representative will be discussing how to use OMNIA’s collaborative contracts.

The next MAPPO meeting will be held on November 20, 2019 at the Delaney House, 3 Country Club Rd, Holyoke, MA 01040.

Outreach Committee:

The idea of having a MAPPO meeting in Plymouth next year for the City’s 400th birthday anniversary. The Outreach Committee has been recruiting new MAPPO members by speaking at the Office of the Inspector General Massachusetts Certified Public Purchasing Official (MCPPO) program classes in Boston and Huntington in September. Volunteers are encouraged to speak about MAPPO memberships at their upcoming MCPPO classes. Members should contact Michael Richards if they need a new or updated name badge and if they would like to know how many continuing education credits that they have. CEUs are awarded at a rate of one point per speaker hour and MAPPO membership provides CEUs as well.

New Business:

Jennifer Forsey, from OSD, told members that the contract user guide for FAC105 contract now includes local hardware stores. If members know of any such stores, they are encouraged to connect them to OSD. Having this option on contract will save public works departments time and money. FAC 111 is a new Uniforms contract.

Vice President Michael Richards advised the membership to review the job opportunities on the MAPPO website.

Meeting adjourned at 2:30 PM.

Respectfully submitted,
Orazio DeLuca
MAPPO Co-Secretary