



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
MHEC EXPO
DCU Center
50 Foster Street
Worcester, MA 01608
Thursday, September 26, 2019
Hosted by: Joan Miller

Officers Present:

Arlyn Zuniga, President
Michael Richards, Vice President
Shab Khan, Treasurer
Lorraine See, Co-Secretary

Business Meeting:

President Arlyn Zuniga opened the meeting at 11:33 AM. She welcomed the group to the first meeting of FY20 and introduced officers & executive board members. She 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>. The newsletter will be issued bi-monthly and members are welcome to submit their ideas and content.

Secretary Report:

The minutes from the June meeting were reviewed. The 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. The beginning July balance was \$32,515.12, with expenses for the month, the ending balance for July was \$32,182.93. The beginning August balance was \$32,182.93, with expenses for the month, the ending balance for August was \$46,905.66. The President requested a motion to approve; motion was made, seconded and approved.

Legislative Affairs Committee:

Dave Geanakakis stated that there have been no recorded changes to procurement laws to date and will keep the membership updated.

Speaker Committee:

President Arlyn Zuniga thanked Angela Allen for chairing the speaker committee and encouraged the membership to submit their ideas for speakers and topics.

Outreach Committee:

Vice President Michael Richards introduced new member Tatiana Swanson from the Town of Needham. 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.

The MAPPO conference will be held on October 16, 2019 at the DoubleTree Northshore Boston in Danvers, MA. This is being held through MAPPO's partnership with Massachusetts Facilities Administrators' Association (MFAA). There will be focused procurement learning tracks as well as facilities learning tracks.

New Business:

Jackie Abbott from OSD, told members that the contract user guide for OFF47 has been revised and Staples is a new vendor on the contract with very favorable pricing. The 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. FCA112 is a new equipment rental contract and has rental options by the day, week, or month. OSD will be hosting a conference on November 7, 2019 in Worcester at the DCU Center.

Margie Weinberger from MAPC shared details about an upcoming procurement on automatic vehicle locator equipment and interested members should contact her to be included in the bid.

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

Speaker:

Arlyn Zuniga introduced Julie Wolfe, OSD's Director of Environmental Purchasing, who gave an overview of the Commonwealth's Environmentally Preferable Products (EPP) Procurement Program.

Meeting adjourned at 12:58 PM.

Respectfully submitted,
Lorraine See
MAPPO Co-Secretary