

All State Business Meeting Agenda

DSB, 4565 7th Ave SE, Lacey, WA 98503

October 25, 2015 ■ 2:30 – 4:00 pm

Vendors Present:

Alan Madderra
Robert Miller
Carrie Arnold
Gloria Walling
Robert Martin
Stephanie Hilton
Kevin Heimbigner
James Janney
Teresa Lensegrav
Dennis Noyes

Licensees Present:

Brian Raymond
Jacob Kamauna

BEP Students Present:

Randy Tedrow

Staff Present:

Jeanne Gallo
Jim Sutherland
Liz Tunison

Guests Present:

Mary Helen Schreiber
Kevin Daniel

The business meeting was held at the end of the 2014 BEP Annual All-State Meeting which is included several informative speakers:

- Trooper Todd Thorburg, WSP.
- Kevin Daniel, Sr. Director of Strategic Recruiting, the Lighthouse for the Blind.

VENDORS' BUSINESS MEETING AGENDA

- 1. Financial Status of the BERF Fund.**
- 2. Voting for Vendors Benefit Package.**
- 3. Declaration by Vendors for Vendor Committee Representation**
Current Members at 2-year mark
 - **Vacancy (formerly Robert Ott) – NW Region**
 - **Carrie Arnold – NW Region**
 - **Robert Miller – SW Region**
 - **Gloria Walling – At Large**
- 4. Health Benefit Open Season – November 1-30th**
- 5. State of the Program – Jeanne Gallo**
- 6. BEP Food Service Training Program**
- 7. Vendors time for share and compare**

Meeting Minutes

1. Financial status of the BERF fund for October 1, 2013 through August 31, 2014:

- Total revenue received thus far is \$802,124. BEP has operating revenue of \$666,749. Federal vending revenue was \$174,368 and State vending revenue was \$398,888. Rest areas have declined as well as state locations. Federal revenue has increased with addition of a few Post Offices.
- Total expenditures are \$1,030,865. \$561,897 was spent on Facilities & Operators, \$32,350 was spent by Vendor Committee and \$465,733 was management expenditures. There were expenses incurred with opening FAA and in preparation of opening EPA. (EPA has been placed on hold several times.)

2. Voting for Vendors Benefit Package

- Benefit package will be approximately same as prior year.
- It was asked if some of the funds were returned to BEP, could the state use it for “match”. The answer is no as there are restrictions on what BEP can use federal funds for.
- The amounts of 100% and 50% to be paid out to vendors were nominated and seconded by the members present.
- Ballots shall be mailed out soon to BEP Vendors.

3. Declaration by Vendors for Vendor Committee Representation

- Gloria Walling was nominated to fill the NW Region that was left vacant by Robert Ott’s shift to SW region.
- Carrie Arnold was nominated for the NW Region. A position she currently holds.
- Robert Ott and Robert Martin were nominated for the SW Region currently held by Robert Miller.
- Robert Miller was nominated for the At-Large position currently held by Gloria Walling.
- Ballots will be mailed out soon.

4. Health Benefit Open Season- November 1st – 30th

- Contact Jeanne if interested in finding out more information and/or to sign up for health insurance. This is for medical only and not dental or vision.
- Will cost roughly \$600 for individual. Prices vary depending on county and number of dependents.

5. State of the Program

- Discussed Healthy Nutrition Guidelines for State cafeterias and vending machines based on the Executive Order 13-06 “IMPROVING THE HEALTH AND PRODUCTIVITY OF STATE EMPLOYEES AND ACCESS TO HEALTHY FOODS IN STATE FACILITIES.” BEP has been working with the Dept of Health on the rollout of these requirements. Many of our cafes are already providing many healthy options. Vending machines in State buildings will need to be 50% healthy by end of 2016. Jeanne shared how the process was going.
- Jeanne attended a meeting last week concerning the closure of some WSDOT rest areas. We may seek to add machines at other sites, but there is concern on the cost of building out a structure to house the machines. Must weight cost benefits.
- No new opportunities at this time and BEP isn’t seeking any due to the amount of vendors already doubled up on sites.
- Lengthy dialogue about the 2 sites at the Bremerton Navy Shipyard. Current operator will retire in June 2015. Both locations will go out to bid separately. Sales, food costs, security, health code requirements, vending, storage, hours and equipment were discussed.

6. BEP Food Service Training Program

- 1 individual currently in training and on schedule to graduate mid-December. Been doing OJE at FAA and it’s going well.
- Another BEP class will start late January/early February. Despite several clients voicing interest, there has been no firm commitment by anyone at this time.

7. Share and Compare

- This was done on Saturday. Vendors shared daily specials that did well.