

ALL-STATE BUSINESS MEETING AGENDA

NATURAL RESOURCES BUILDING
1111 WASHINGTON ST, OLYMPIA, WA
OCTOBER 29, 2016 ■ 2:30 – 4:00 PM

OPENING

Vendors Present

- Carrie Arnold
- James Janney
- Jacob Kamaunu
- Teresa Lensegrav
- Joaquin Luna
- Robert Miller
- Valerie Morioka
- Robert Ott
- Randy Tedrow

Licensees Present

- John Bechtel

Guests Present

- Mary Helen Schreiber
- Lee Lensegrav
- Richard Ah-Sui

Staff Present

- Bobby McCalden
- Jim Sutherland
- Liz Tunison
- Elvis Pruett

The business meeting was held at the end of the 2016 BEP Annual All-State Meeting which is included two informative speakers and group discussions over vital topics:

- Betsy Be Miller, Workplace Resolutions, LLC discussed prevention of workplace discrimination and harassment. <http://www.workplace-resolutions.com/>
- Russ Alman, Digital Media Northwest, shared ideas on online marketing for food service businesses. <http://www.digitalmedianorthwest.com/>
- There were group discussions concerning minimum wage, salaried managers, paid sick leave, and hiring, recruiting and retaining staff. Ideas generated will be compiled and shared among vendors and licensees.

Vendors' Business Meeting Agenda

1. Financial Status of the BERF Fund.
2. State of the Program – Bobby McCalden
3. Nominating Vendors Benefit Package Distribution Parameters
4. Declaration by Vendors for Vendor Committee Representation
 - Current Committee Members at 2-year mark:
 - Robert Miller – At Large
 - Carrie Arnold – NW Region
 - Robert Ott – SW Region
5. Health Benefit Open Season – November 1-30th
6. BEP Food Service Training Program.
7. Other Business

Meeting Minutes

1. Financial Status of the BERF Fund as of September 2016
 - a. Rents: \$4148 total. Of that amount, \$3595 have a set arrangement with BEP on getting caught up. The following \$553 haven't discussed payback plan with BEP.
 - b. Matchable Funds: \$600,446. This is down \$122, 016 from last year as there were no new locations opened.
 - c. State/Local Revenue: \$580, 951. This is a 2.25% increase from prior year. Not an indication of an upward swing.

- d. Federal Revenue: \$295,000. This is up from last year thus the benefit check payout will be nearly \$40K higher, but will be split between 1.25 more vendors.

2. State of the Program

- a. Although numbers are positive, there is no indication that revenue is returning to the former health of prior years. Overall, revenue is remaining about level with last year, but at least there isn't the huge decline seen as with past couple of years.
- b. It was asked if BEP was pursuing any new locations. Bobby has examined the feasibility of a few sites and the one with potential opted to have no food service. So, while there is are available licensees to take on facilities, nothing has come up. There is also concern with having adequate funds to go into a new location if one became available. A federal location would be ideal.
- c. BEP have to seek other sources of revenue.

3. Nominating Vendors Benefit Package Distribution Parameters

- a. Three options were nominated and discussed before a formal vote to narrow down to two alternatives for the ballots.
 - i. 40%: This amount was nominated with the hope that by allowing 60% to come back to program, there would be more opportunities for future vendors. It would help provide updated equipment for current facilities. And would assist with the longevity of the program.
 - ii. 75%: This amount was nominated as it felt like a win-win for both sides with vendors get 75% and program getting 25%. There was discussion at prior meetings about ensuring the facilities don't become outdated and slide back into stereotypical "cafeteria" settings. Want to ensure the commitment to updates and improvements that Jeanne Gallo put in motion years ago could continue. Was discussion in replacing menus with electronic menus but it would likely be a pricey investment.

- iii. 100%: Business has been tough and many challenges like ahead with minimum wage, sick leave, etc. Everyone has their struggles and may depend on the full benefit check. Also noted that vendor's have the personal option and making donations back to the program.
 - b. A vote was taken by vendors to eliminate on the 3 options. Six voted to eliminate 40%, 2 voted for 75% and 1 for 100%. Therefore the benefit package ballots will show the option of 75% and 100%. They will be mailed out in November.
- 4. Declaration by Vendors for Vendor Committee Representation
 - a. Current Committee Members at 2-year mark:
 - i. Robert Miller – At Large
 - ii. Carrie Arnold – NW Region
 - iii. Robert Ott – SW Region
 - b. Nominations were taken, seconded and closed.
 - i. For At-Large Position, Robert Miller was nominated
 - ii. For NW Region Position, Carrie Arnold was nominated.
 - iii. For SW Region Position, Robert Ott was nominated.
 - c. Ballots will be mailed out in November. Vendors will have option to vote for appropriate nominees in their region or fill in the blank with other potential candidates.
- 5. Health Benefit Open Season – November 1-30th
 - a. Explained that vendors and immediate family were allowed to participate in Washington State health care plan. Vendors are responsible for paying monthly fees.
 - b. Rates were emailed out. They start at approximately \$600+ per month.
 - c. Open Season is November 1-30th.
 - d. Insurance would kick in on January 1, 2017.
- 6. BEP Food Service Training Program.

- a. Will be some adjustments moving forward. Prior contractor instructor opted not to renew contract. Will be refocusing some topics such as daily business math, cashiering and customer service.
 - b. Hope to start next class in February or March 2017 with 2 students if possible.
 - c. VRC approved internships have been very beneficial. For some prospective students, it provides clarity on the demands of food service management. For those through the BEP training, it provides extra hands-on experience.
 - d. Vendor in Vancouver shared rewarding experience with providing internships for School for the Blind students.
7. Other Business:
- a. Many heart-felt thanks you to Jim Sutherland as he readies himself for retirement at the end of this year. His commitment, knowledge and compassion will be greatly missed.
8. Meeting concluded just prior to 4:00 pm.