

Meeting Minutes - Elected Committee of Managers January 20, 2018

Marriott Northwest
3233 NW Loop 410
San Antonio, TX 78213

Meeting was called to order at 8:30 A.M.

Roll call of E C M and Guests

All E C M Representatives present. Guests included spouses of E C M Representatives; B E T Manager's, Tom Chepey and Tamara Nowell; there are other managers in attendance however unable to identify their voices as their name announcements are inaudible.

B E T Staff Attending

Michael Hooks, B E T Director

Approval of minutes of last meeting

E C M Chairperson Clayton Hell called for approval of the minutes from the prior E C M Meeting. Zach Davis moved to approve the previous minutes and Manny Sifuentes seconded; the motion carried and the minutes were approved.

Director's Report

Mike Hooks welcomed everyone, provided historical San Antonio facts. Mr. Hooks proceeded to report on the following program status:

Facilities Information

There are currently 114 facilities in B E T. There are zero pending new facilities and no facilities closed this quarter. There were twenty-one facilities that had operational areas of business upgraded this year. There are currently 100 assigned managers. There are two unassigned licensed managers, Steve Saltzman and Ralph Thornell. Three managers left the program so far this year, Mark Russell, Bill Pearce and J D Stewart. Gesilar Joseph and Ruben Aguilar graduated in November 2017 and are pre-assigned to facilities 818 and 892. The new class begins on February 5, 2018 with an expected graduation date of November 16, 2018.

There are currently ten facilities with temporary management:

John Watson Sr. – Dallas Main Post Office

Dwayne Zuppardo – I R S Snack Bar

Mario Valles – Hardeman County Rest Area Vending

Mario Valles – Donley County Vending

Tommy Crawford – Abilene Vending

Randy Clutter – Orange County Vending

Gay Nimitz – Federal Building Vending

Bobby Allen – T W C Vending

Aloha Cook – Winters C-Store

Robert Jones – L B J Vending

There are two facilities with outsourced management:

VA Waco – Rene Hearn

NASA – Shemika Fills

Service Delivery – Business Visitations Completed

1st Quarter: 787

2nd Quarter:

3rd Quarter:

4th Quarter:

Year to date total visitations: 787

Value of equipment ordered and or delivered in support of businesses: \$99,953.00

Number of Blind Employees in B E T Businesses:

1st Quarter: 14

2nd Quarter:

3rd Quarter:

4th Quarter:

Number of Employees with Other Disabilities in B E T Businesses:

1st Quarter: 165

2nd Quarter:

3rd Quarter:

4th Quarter:

Current Events

Fort Bliss: The manager selection process for the advertised Fort Bliss Contracts facility is underway and progressing. Applicant interviews will be conducted on January 29th and 30th. There are 13 applicants scheduled for interviews.

Fort Bliss and Fort Sam Houston Litigation

Fort Bliss: B E T filed an appeal against the arbitration decision and Fort Bliss filed for dismissal of our appeal. We filed our response to Fort Bliss's request for dismissal and summary judgment. No date has been set for hearing.

Fort Sam Houston: We filed against Fort Sam for re-opening the competitive range in violation of the Randolph Sheppard Act. No date has been set for the hearing at this time.

Database Improvement Project:

We have renewed efforts regarding the B E T database improvement project. This technological enhancement will improve the user interface for monthly facility reporting and modernize our equipment inventory process.

Financial Status:

The financial status of the program was reviewed.

Rules Revision:

The rules revision effort continues. Meetings slowed during the holidays with the last occurring on December 15th. Meetings will begin again in February.

RSA-15: Review RSA-15 report submitted to the Rehabilitation Services Administration on December 29th.

Capitol Complex improvement project and potential new facilities: There have been no meetings on this project with T F C during the holidays. We anticipate meetings will begin again in February.

Mr. Hooks announced the conclusion of his Director's Report and opened the floor to questions.

District 6 E C M, Aloha Cook, asked about any prospective plans to remodel the cafeteria at the Winters building?

Mr. Hooks' response was that there is no pending plan at this time.

E C M Martinez discussed her concerns towards electrical issues within her Brown Heatly kitchen that are producing loud noises along with sporadic electrical malfunctions.

Mr. Hooks advised E C M Martinez to send him an email so he may work on a strategy directed towards T F C taking action.

E C M Sifuentes requested confirmation on total amount of contracted facilities and Mr. Hooks confirmed the numbers.

Chairman's Report:

E C M Chair, Mr. Clayton Hell, began his report by highlighting a few historical facts about the missions throughout San Antonio. He noted San Antonio's World Heritage site designation along with the grand milestone of the city's three hundredth year anniversary celebration. E C M Chair suggested the idea of reflecting upon San Antonio's history within the upcoming BLAST conference theme.

E C M Chair announced an upcoming D.C. seminar that's a week away on roadside commercialization; E C M Chair apologized for the short notice however also announced another opportunity, a D.C. "fly-in" scheduled during the month of May.

E C M Chair expressed the importance of political awareness and participation towards the plight against roadside commercialization.

Looking forward to BLAST in Texas this September.

End of Chairman's Report

District Reports

District 1 Food Service – Manny Sifuentes

E C M Sifuentes exclaimed that not much is going on in district 1; he noted Manager Harvey Stavinoha's status as to experiencing lower sales than ever before which may be attributed to paper reduction within the I. R. S.; the recent graduate, Ruben Aguilar, has taken over the Secretary of State building facility and reports doing well. E C M Sifuentes concluded his report as to having no contact with any of the other managers within his district.

District 1 Vending – Calvin Shepherd

E C M Shepherd reported on various activities in his district

District 2 Food Service – Zachary Davis

E C M Davis noted his managers doing well and reported about each of their status prior to the Federal government shutdown.

District 2 Vending – Dwayne Zuppardo

E C M Zuppardo reported on various activities in his district.

District 3 Food Service – Arnold Sanchez

E C M Sanchez begins his report by citing the status of all three managers within his district including himself, affirming that every manager along with the city of Houston, are still reeling from hurricane Harvey while making every effort towards rebuilding and getting back to normalcy.

District 3 Vending – Cecilia Wilson

E C M Wilson states that things seem to be going well in the Houston area; also gave a status report as to those affected by the hurricane remarking upon everyone's efforts for rebuilding and maintaining a positive outlook towards getting back to normal.

District 4 Food Service – Kristen McNabb

E C M McNabb's commentary reflects her reaching out to all managers within her district however only spoke directly with Rebecca Chambers who noted limitations for selling food that requires preparation at her facility. E C M McNabb discussed her endeavors with installing a water filter at her coffee shop and noted that all is well.

District 4 Vending – Clayton Hell

E C M Chair declares a few minor areas to report on and begins his commentary with manager, Jenna Norwood's situation concerning vending machines at the new G S A building within the Coast Guard location in Corpus and her successful resolution. E C

M Chair continues his report and cites all other managers being in good shape with some managers reporting better sales.

General commentary ensues towards appreciation for opportunity to pay online as Director Hooks comments that T W C Financial Operations is responsible for helping to provide this resource.

District 5 Food Service - Harvey Johnson

E C M Johnson is not in attendance therefore no report is available at this meeting.

District 5 Vending – Paul Parker

E C M Parker reported on various activities in his district

District 6 Food Service – Karla Martinez

E C M Martinez reports that all within her district are doing alright; she mentions Aloha Cook's temporary management of the convenience store at the Winters building which was awarded to Tim Dawson; Maria Bosch who has recently taken over D P S along with the newest manager, Gesilar Joseph's takeover at the end of the month. E C M Martinez concludes her report by confirming managers including herself that will be vying for Fort Bliss.

District 6 Vending – Aloha Cook

E C M Cook begins her report by apologizing for one of her manager's recent behavior. Cook goes on report that all other managers within her district are doing well and are simply asking about pricing.

Break taken at 10:20 am; meeting resumed shortly after 10:35 am.

Sub Committees Report

Rules and By-Laws Sub Committee

E C M Chair Clayton Hell discloses that the E C M have already had discussion concerning the rules changes and proposed that Zachary Davis' share a short synopsis from the last vote which was done telephonically over a conference call that took place 6 to 8 months prior. Mr. Davis accepted and proceeded to discuss the verbiage that was in place and what it was changed to. General discussion resulted. Motion was made as to procedure in votes during committee meetings being roll call while Director Hooks stated the importance of each member declaring their name clearly for recording each vote and for the accurate transcription of meeting minutes.

Finance and Budget Sub Committee – Zachary Davis

Before Mr. Davis reports, E C M Chair conveyed his thoughts as to commending Zachary Davis with researching the E C M committee status of a 501C4 non-profit organization and the filing for sales tax exemptions. Applause resulted. Mr. Davis began his financial report with figures and correlating status.

General discussion took place which revolved upon the T W C travel reimbursement policy and how it corresponds to the E C M.

Elections Sub Committee – Kristen McNabb

Reporting Cecilia Wilson is the vending E C M for District 3 which was the only contested vote; congratulatory applause ensued.

Training Conference Sub Committee – Zachary Davis

E C M Chair Hell noted that a Committee chair will be voted on after this meeting. Zachary Davis shared his thoughts as to chairing last year's conference.

Training of Potential Managers Sub Committee – Manny Sifuentes

Mr. Sifuentes reports as to the previous two trainees that are currently assigned, Ruben and Gesilar, and the current trainee named Nathan Young. E C M Martinez assisted Mr. Sifuentes with reporting Nathan's training status which took place at her facility.

Vending Sub Committee:

E C M Chair stressed the importance of a concentrated effort on vending pricing due to the Coca-Cola 6% pricing increase.

E C M Chair took the lead in discussion of ways to inform our Legislators about the looming effort to commercialize highway rest areas and its efforts as related to the future of B E T. E C M Chair confirms giving all information that is currently available and reiterated pertinent information. General discussion about this topic took place.

E C M Chair reports, as a courtesy, rearranging the agenda to assist E C M member, Mr. Paul Parker, with voting in the Executive Committee election, thus allowing Mr. Parker to make his departure flight before the meeting adjourns.

The election of the Executive Committee took place by a roll call and the following nominations were cited:

For Committee Chair:

E C M McNabb nominates Clayton Hell and E C M Sifuentes seconded the motion.

E C M Cecilia Wilson nominates herself as Chair; both members accepted their nominations. Mr. Hell offered for Cecilia Wilson to take the floor to support her case in favor of her candidacy; Ms. Wilson took the stage to showcase her qualifications and gave examples as to why she is the right person to lead this committee.

E C M Chair, Clayton Hell, took his turn and gave several examples of his strong advocacy in representation of all BET managers and E C M members; Mr. Hell cited his experience to support his candidacy.

A roll call vote took place and each district voted as follow:

District 1 Food Service, Manny Sifuentes, votes for Clayton Hell

District 1 Vending, Calvin Shepherd, votes for Clayton Hell

District 2 Food Service, Zach Davis, votes for Clayton Hell

District 2 Vending, Dwayne Zuppardo, votes for Clayton Hell

District 3 Food Service, Arnold Sanchez, votes for Clayton Hell

District 3 Vending, Cecilia Wilson, votes for herself as Chair

District 4 Food Service, Kristin McNabb, votes for Clayton Hell

District 4 Vending, Clayton Hell, votes for himself

District 5 Food Service, position is vacant

District 5 Vending, Paul Parker, votes for Clayton Hell

District 6 Food Service, Karla Martinez, votes for Clayton Hell

District 6 Vending, Aloha Cook, votes for Clayton Hell

Votes were counted and Clayton Hell declares that he is again the chairperson.

Vice-Chair nominations proceeded with the following:

E C M Sifuentes nominates Calvin Shepherd for Vice-Chair and E C M Zachary Davis seconded that nomination.

E C M Chairman Clayton Hell confirms the nomination presented for Vice-Chair goes to Calvin Shepherd; Mr. Shepherd accepts the nomination.

Mr. Hell announces if there are any other nominations and Cecilia Wilson declares that she is nominating herself as Vice-Chair; Ms. Wilson seconded her Vice-Chair nomination.

E C M Arnold Sanchez declares his nomination for Karla Martinez as Vice-Chair; Ms. Martinez's nomination was seconded. Ms. Martinez accepted the nomination for Vice-Chair.

Nominations were confirmed towards three candidates, Calvin Shepherd, Karla Martinez and Cecilia Wilson; nominations were closed and each district proceeded to vote for Vice-Chair as follows:

District 1 Food Service, Manny Sifuentes, votes for Calvin Shepherd

District 1 Vending, Calvin Shepherd, votes for himself

District 2 Food Service, Zach Davis, votes for Calvin Shepherd

District 2 Vending, Dwayne Zuppardo, votes for Karla Martinez

District 3 Food Service, Arnold Sanchez, votes for Karla Martinez

District 3 Vending, Cecilia Wilson, votes for herself as Vice-Chair

District 4 Food Service, Kristin McNabb, votes for Karla Martinez

District 4 Vending, Clayton Hell, votes for Calvin Shepherd

District 5 Food Service, position is vacant

District 5 Vending, Paul Parker, votes for Calvin Shepherd

District 6 Food Service, Karla Martinez, votes for herself

District 6 Vending, Aloha Cook, declares that she will abstain from voting for Vice-Chair.

Votes were counted and confirmed in favor of Calvin Shepherd's victory as Vice-Chair.

Treasurer nominations proceed as follows:

E C M McNabb nominates Zach Davis and E C M Martinez seconded his nomination; Mr. Davis accepted.

No other nominations for Treasurer were endorsed and Chairman Hell confirms only one candidate as Mr. Zach Davis; voice vote took place by simultaneous acclamation; all in favor of Mr. Zach Davis for Treasurer.

Treasurer is confirmed as Mr. Zach Davis.

Chairperson Hell announced the conclusion of the election and expressed his best wishes for a safe departure flight to E C M Paul Parker.

After a group farewell to Mr. Parker, E C M Chairperson and other Committee members stressed the importance of getting back on track with the agenda item of potential future B E T facility

opportunities within the private sector. Mr. Hell asked Director Hooks if any additional contact has been made with the LA Fitness group concerning vending opportunities? Mr. Hooks responded that there was going to be a conference call with the LA Fitness contact however that did not occur as LA Fitness never canceled or called in; Mr. Hooks detailed doing some research and noted that having a conference call soon would be advantageous. Chairman Hell also referred to another company that's out of Illinois called Rainmaker. General discussion about this topic occurred.

E C M Davis asked a question about other states that are encouraging their managers to seek out "add-ons" onto their facilities. Director Hooks suggested including this issue as an agenda item on the next E C M conference call. Chairperson Hell suggested that the timing is ripe for implementing this resource and adding it to the Rules considering the current timeframe of presenting changes to B E T Rules.

A lengthy discussion emerged about AAFES (Army and Air Force Exchange Service) and how the military is supposed to allow B E T in providing vending services.

Final Agenda Item:

Set Date and Location for Next Meeting or Workshop

Suggested date of next E C M Meeting was Saturday April 21, 2018 in Corpus Christi, Texas.

Motion made by Zachary Davis for the location to hold the next meeting be Corpus Christi, Texas; unidentified person seconded and all were in favor for Corpus.

Motion for adjournment made by Chairman Hell and seconded by E C M Sifuentes; all in favor to adjourn.