

**General Membership
Meeting Minutes**



TEXAS ASSOCIATION OF PUBLIC PURCHASERS

OUR MISSION

To provide the central Texas public purchasing profession with educational and networking opportunities in a professional, effective, and ethical manner while promoting member support, information resources, and professional certification.

Date: Thursday, September 4, 2008

Location: DSHS Building

Scheduled Time		Actual Time	
Start	Stop	Start	Stop
11:30 AM	12:30 PM	11:37 AM	12:43 PM

Convening: The TAPP general membership convened at 11:37 a.m. on 09/04/08 at the DSHS building and a quorum was present.

President Jo Woten, in her opening remarks, asked if anyone had new professional certifications or re-certifications, or job vacancies to announce.

New certifications: Misti Schumee Texas Board of Professional Engineers - CTCM; Michael Withrow of Texas Dept. of Licensing and Regulation - CTP

Re-certifications: Ben Delameter, Texas Dept. of Licensing and Regulation - CTPM

Job announcements: job vacancies were announced at Sr. Contract Manager, Contract Manager, and IT specialist at CPA.

President's Announcements:

Jo Woten mentioned the AustinOnTAPP website is being updated. The seminar schedule and current registration forms are posted. We hope to enable people to register via radio button or email in the near future. Newsletters for July and August are also available. Introduced Lise Brown as the new webmaster. Requested members send any comments or suggestions regarding the website to Jo and she'll pass it on.

If any guests are contemplating membership in TAPP, there are blank applications at the entrance desk. Also, if current members have not picked up their membership certificates, please check the folder with current membership certificates. For new members, please pick up a TAPP mugs and chapter pin at the entrance desk.

The members were provided several handouts such as the agenda for today, last month's minutes, and the treasurer's report.

Officer's Reports:

Vice President's Report: Ernie Lee - Vice President: Absent

Treasurer's Report: Lou Britt – Treasurer: presented the Treasurer's report for August 2008. Weaver moved to accept the report, Carol seconded; motion carried.

Secretary's Report: Sandra Radosavljevic – Secretary: presented the general meeting minutes from August 2008. Art moved to accept the report, Glenn seconded; motion carried.

Committee Reports

Professional Development: Ann Tillman – Chair. We have 19 registrants for Sourcing In the Public Sector seminar, 10 registrants for Contract Administration in October, 3 for Fundamentals of Leadership in November; and 6 registrants thus far for Developing RFPs in December. Ann is preparing for the 2009 seminars, 15 different courses will be offered thru TAPP and there are flyers with information on classes at the back of the room.

Membership: Regina Adams - Chair. Absent

Newsletter and Communications: John Dobrich – Editor – Absent

Facilities: Mike Long– Chair: reminded members that all meeting for the remainder of the year (except the holiday luncheon) will be held at DSHS. The December winter holiday event will again be at the City of Austin facility on Barton Springs Road.

Programs: Art Huck – Chair: In Octobers the speaker will be Janice Mullinex of TxDOT speaking on negotiating contracts.

National Board of Directors Report:

Carol Debish reminded members to pick up your TAPP membership certificates. NIGP Board Meeting will be in Virginia in October.

Reminded members to volunteer for hosting the August, 2010 National Forum in San Antonio. See the NIGP.org site for details. Participants will receive many points toward national recertification. Hope to have 2010 delegates.

Requested volunteers to participate in committees to set up and host the Forum.

Old Business: None

New Business: None

Program: Our speaker today was Lara Coffey speaking on Team for Texas contract.

Lara has worked strictly on data center consolidations for her three years at DIR. TFT has been implemented for only 2 of the projected 7 years, so is at the beginning stages.

Data center consolidation was mandated during the 2005 legislative session. Prior to this, there was a data center consolidation project but was optional for agencies. HB 1516 made data center consolidation mandatory for 27 agencies. Contract signed November 2006 to implement March 2007.

Provided facts and statistics on history of data centers, work processed, and time line for establishing the contract. Contract places a high focus on standardized security and disaster recovery.

Servers, mainframes, and bulk print and mailing are in-scope. Managing networks, desktop PCs, and agency help desks are out of scope.

Discussed past configurations and process, accomplishments to-date, and future plans and goals.

Print and mail center is a custom site with state of the art equipment in Austin. Three agencies (HHSC, TxDOT and TWC) consume 90% of the capacity and all other agencies' jobs constitute the remaining ten percent. Due to processes implemented, all mail sent from the central center receives the lowest postal rates.

Contract is pay-for-use so agencies don't pay for all the equipment, only for how much use / service they need monthly.

TFT and DIR have identified numerous challenges –

Found that many systems weren't being backed up. TFT is buying more equipment to support the additional backups.

Customer satisfaction is 2.5 on a 5 point scale and they're working to improve that.

Procurement of equipment is taking too long, and there have been many agency complaints. They have hired a consultant to identify bottlenecks and identify process improvements to speed up the overall process.

It's taking 4 to 6 weeks to verify requirements from requests for equipment from agency technology liaisons. Requires extensive checking and verification that the equipment needed will be fully compatible with all existing data center units.

Most IT equipment is being used by TFT but remains the property of each agency due to original purchase parameters, funding requirements, etc.

When new replacement equipment is bought by TFT, the State won't pay for the equipment when it's bought; will only pay TFT for servicing agencies.

TFT is operated by IBM. IBM is allowed to use DIR contracts to obtain new equipment, unless they can obtain the same unit for less than the DIR contract price.

Discussed details of communications used to coordinate operations with / to TRF. Mentioned that there are 32 service levels and when TFT fails to meet any of these DIR assesses penalties which are credited on invoices to agencies that were impacted.

DIR has hired an independent firm to review and validate the costs and savings from the consolidation project. The report will be published soon.

At the conclusion, the speaker was presented a plaque (Certificate of Appreciation) and TAPP coffee mug. A door prize drawing immediately followed.

Adjournment: Mike Pope moved to adjourn, John Altman seconded; motion carried and the meeting adjourned at 12:43 p.m.

Other: The next general membership meeting will be at 11:30 a.m. October 2, 2008.