



**CRO Set Aside
Committee Meeting**

Tuesday, November 20, 2018
1:00 pm MARO
417 Seymour
Suite 5
Lansing MI
48933

**Meeting
Minutes**

Committee Chairman Todd Culver called the meeting to order at 1:00 pm

Committee Members Present: Todd Culver, Butch Ellis, Genevieve Hayes

Guests Present: Bill Mullens - Navigations,

Recording Secretary: Laurie Morse-Dell, MARO

Introductions and Welcome

Todd Culver called the meeting to order, with a welcome to the November CRO Set Aside Committee Meeting.

Review of May September 11, 2018 minutes

Meeting minutes were distributed with the agenda.

MOTION: To approve the September 11, 2018 minutes as presented.

Carried

Procurement Update: Genevieve

DTMB has consolidated Commodities and Services divisions, no changes to relationships with buyers.

Set Aside Requests:

No New Requests



Public Comments:

- Discussion on fair market value determinations
 - Bill encouraged review of fair market determination review based on new laws that appear to favor for profit businesses
 - Bill was asked if Navigations would like to bring recommendations to the February 2019 meeting for committee review, agreed
 - Todd noted he would look into other states to see how they handle fair market value
- Will be included as discussion item on February 2019 meeting

Old Business:

• Annual Report Review

- Narrative, copy of bill and spreadsheet of CRO contracts was included, columns for expiration dates and option years were added to spreadsheet
- Genevieve will arrange for appropriate signature from the department

MOTION: To approve the Annual Report of the Committee on the Purchase of Goods and Services from Community Rehabilitation Organizations for Fiscal Year 2018.

Carried

• Set Aside Status Renewal

- Condensed renewal form was presented, supported by Committee
- Will revise manual to reflect the new form and include for February 2019 meeting

New Business:

- 2019 Committee Schedule will be proposed via email to all committee members to finalize

Adjourned.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Laurie Morse-Dell', written in a cursive style.

Laurie Morse-Dell
Recording Secretary