**State of California**

**Health and Human Services Agency**

**Department of Rehabilitation (DOR)**

## California Vendor Policy Committee (CVPC) Meeting

## Wednesday, May 3, Day 1 of 2

1:00 p.m. – 5:00 p.m.

Hybrid meeting held at Department of Rehabilitation Central Office, 721

Capitol Mall, Room 301, Sacramento, CA 95814, with virtual participation available via Zoom

**In attendance**:

CVPC members (in-person): Paul Patche II (District 1), Joni Patche (District 3), Michael Hatch (District 4), Sandy Balani (District 5), Max Duarte (District 7)

CVPC members (by Zoom): Harry Begian (District 6), Julie Wakamoto (District 8)

DOR staff (in person): Michael Thomas, Assistant Deputy Director, SSD, Susanna Bishop, BEP Operations Manager, Matt Buller, Location Development Officer, Jennifer Wilbon, Advisory Committee Analyst

DOR staff (by Zoom): Kelly Snow, BEP Manager, Emma Godinez, BEP Los Angeles

Members of the public (in-person): Denise Hudson-Mendoza

Members of the public (by Zoom): Willie Shoemaker, Rocio Fonseca, Joe Murphy

**Day 1 of 2, Wednesday, May 3, 2023**

## Item 1: CVPC Roll Call and Introduction of DOR Staff and the Public

Max Duarte, CVPC Chair, welcomed attendees, conducted a roll call, and introduced DOR staff and members of the public.

**Item 2: Executive Committee Reports Chair’s Report**

Committee members comments and questions

* Inquired about what the department is doing about broken vending machines. Discussed repairs and contractors.
* Suggested taking “small parts” of the W&I code, 19625, and reading it during each meeting.
* Discussed the meaning of the Randolph Sheppard Act.
* Vending machine repairs were discussed. Reviewed W&I code 19625 where it states how to expedite the repair process.
* Discussed exploring a nominee agency.
* Inquires as to what a nominee agency does.
* Vendors brought up repairs that were called in but not repaired.
* Some vendors currently have broken vending machines.
* Some shared potential earnings when a vendor has a good working vending machine.
* Questions were asked about how to streamline the process with DGS.

Public comment and questions

* Discussed issues with contractors and getting parts.
* Asked how long vending machines are usually down.

DOR comment and questions

* The department responded to comments and questions regarding broken vending machines.
* The department went over the process vendors should follow when their machine is down; contact the manager and the BEC.
* Equipment costs and purchases were discussed. Some equipment purchases require DGS approval.
* A certain dollar amount can be spent before DGS becomes involved.
* Mentioned to make sure to document both “good” and “bad” when it comes to repairs and replacements.

**Secretary – Treasure’s Report**

District 5, Sandy Balani, Secretary Treasurer: Balance in the account is $53.01.

Committee members comments and questions

* Reviewed funds in the account.
* A taskforce was put together to plan for the annual vendor training.
* National vending day coming up in Sacramento.
* Discussed a new Assembly Bill on the horizon that will discuss the quality of food.
* Discussed the beverage tax.
* Expiration dates are not regulated by the government/FDA, the manufacturer regulates their own dates. FDA directly involved with expiration date of milk and fish only.

Public member comments and questions

* Discussed product expiration dates.

**Motion:** District 5 moved a motion to approve the February 1st and 2nd 2023 CVPC meeting minutes. District 4 seconded the motion.

**Vote:** District 1, yes. District 3, yes. District 4, yes. District 5, yes. District 6, yes. District 7, yes. District 8, yes. The Motion passed.

**Department and Business Enterprises Program (BEP) Reports**

Department comments and questions

* The department will look into the need for repairs and asked vendors to make sure they are documenting.
* Joni Hatch is now a delegate in District 3 and was welcomed.
* Discussed items reviewed in the last PFST meeting.
* Marketing the BEP program is being looked at/how to make the program better in the future.
* Central office is now fully staffed and there are no vacancies.
* Provided an update for the NABM meeting coming up in May.
* Information shared regarding public housing in three different state buildings.
* The department would like to renegotiate with the Navy base in Ventura County.
* Matt Buller, the new Location Development Officer, introduced himself and shared his background and experience.

**Item 3:** **Guest speaker Terry Smith, NABM**

Terry gave a brief national update about the BLAST conference. Discussed upcoming conferences and meetings, for more information, go to the blind merchants.org website. There are five pilot projects on five military bases going on. Discussed opening up fast food locations on military bases, discussed the Biden Administration/healthy items/healthy vending. Terry can gather speakers to attend the vendor training conference that is planned for November.

Committee member comments and questions

* Discussed the Exchange (similar to a smaller Walmart) on military bases. It is a retail establishment to serve uniformed personnel. Discussed other franchises.
* Informed that the vendor training conference will occur the first week of November 2023.

Public member comments and questions

* Asked questions about franchises.
* Discussed the cost of equipment.
* Asked if NABM was officially working in California.

**Item 4: Challenges Facing BEP Vendors**

Committee members comments and questions

* Questions were raised about vending at the prisons.
* Members discussed catering.
* Members discussed the selection process.
* Members discussed CDCR and Caltrans.
* Members talked about challenges vendors face.

Public members comments and questions

* Public members discussed, participated in the above conversation of topics, and shared their experiences.

Department comments and questions

* Discussed roadside rests.
* The department responded and answered questions to challenges and concerns brought forward by vendors.

The meeting adjourned at 4:09 PM.

The meeting will resume tomorrow at 9:00 AM.