**State of California**

**Health and Human Services Agency**

**Department of Rehabilitation (DOR)**

**Quality Location Development Committee (QLDC)**

**Monday, 02/03/25, 9:00am – 10:****00am**

**QLDC Meeting Minutes**

In attendance:

QLDC members (by Zoom): Michael Hatch, Jerry Gann, Steve Alford, Daniel Salinas

DOR staff (by Zoom): Kelly Snow, Luis Rodriguez, Emma Godinez, Carlene Guzman, Oscar Chavez, Brandon Birchell, Joshua Pitts, Jennifer Wilbon

Members of the public (by Zoom): Maria Trovato, Naresh Balani, Sandy Balani

Item 1: Welcome and roll call

The Chair welcomed attendees, conducted a roll call, and reviewed the rules.

Item 2: Waivers

Members and BEP staff discussed upcoming waivers.

Department comments and questions

* One waiver: Compton Courthouse, Cafeteria space. There is a vendor at this location, but the vendor is only interested in operating the vending machine; not interested in operating the cafeteria. 450-500 staff per day, 1,500 visitors per day, cafeteria hours of operation are from 7:30am to 2:00pm, $22,500 per month net sales from July 2023 through December 2023, cost of goods $12,200, 54%; payroll $8,300, 37%; operating expenses $3,045, 14%; profit from operations; $2,300, 10%, net income $2,300
* Compton Courthouse has requested a waiver for this facility. Court would like to provide contractor service if the current vendor is not interested in operating the cafeteria. Has cafeteria equipment. This is a Primary location
* This location was previously announced but was rescinded due to an error

Committee members comments and questions

* Would like to know if the Compton Courthouse is a primary location
* Would like to know if there is a wet stand on the first floor at the Compton Courthouse
* There is no coffee cart at the Compton Courthouse
* Requested clarification and asked why this location was being waived

Public members comments and questions

* Would like to know bottom line at the Compton Courthouse

Motion: Steve Alford moved a motion to not waive the Compton Courthouse, snack bar. The motion was seconded by Daniel Salinas.

Vote: Daniel, yes; Steve, yes: Jerry, yes. The motion passed.

Item 3: Update on interim locations

Department comments and questions

* Location 844, Long Beach vending route, 6-month averages from 06/2024 – 11/2024, net sales $3,200, operating expenses $309, cost of goods $1,100, 34%; payroll $499, 15%; profit from ops $1,300, bottom line/net sales $1,300, 40%, will eventually become a satellite
* Location 876, California Men’s Colony, vending machine location, 6-month from May 2024 – October 2024, net sales $18,900, operating expenses $500, 3%; cost of goods $10,632, 56%; total payroll $3,500, 18%; net income $3,700, 19%; not eligible to be a primary location
* Location 863, Sacramento and Folsom State Prisons, vending machine route location, 6-month average, June 2024 – November 2024, net sales $58,200, operating expenses $503, less than 1%; cost of goods $31,482, 54%; total payroll $7,215, 12%; net income $15,900, 27%
* Location 1059, May Lee State Office Complex, wet vending stand and vending machine location, averages range from 07/2024 – 09/2024, net sales $17,819, operating expenses $1,400, 8%; cost of goods $9,700, 54%; payroll $10,900, 61%; profit from operations $3,023, 16%
* Location 844 can be considered to going to VMU
* Location 1059, sales and payroll both went up around the same percent
* Location 1059, experienced delays getting vending machines in this location

Committee members comments and questions

* Should location 844 go to VMU
* California Men’s Colony closed 1 yard
* Location 1059, would like to know if both sales and payroll went up

Item 4: Current Pending Announcements and Upcoming Interviews

Members received an update from staff and discussed pending facility announcements and interviews.

Department comments and questions

* Explained how and when announcements go out, vendor recommendations are kept in mind when it comes to announcements
* Provided Bateson Building updates and will be a satellite location
* Vendors without locations do not affect how the department announces locations
* No current update for Location 304, Hall of Records
* There are 2 licensed vendors without locations
* The postal location in Los Angeles, Location 256, has been vacant since November 2024 and will be announced soon

Committee members comments and questions

* What are the issues that delay announcements
* Asked if anything will be released this month
* Questions regarding Bateson Building
* Would like an update on Location 304, Hall of Records
* How many licensed vendors without a location
* Question regarding a postal location, Location 256 in Los Angeles that has not been operated in more than a year
* Suggesting putting postal location in Los Angeles out as an interim

**Item 5: Prospective New Locations and Opportunities**

Department comments and questions

* Bateson Building in Sacramento, projected satellite location. Equipment purchased, 3 vending machines and some miscellaneous equipment. Construction pushed out until March, tenants to occupy building by April or May, will be a wet vending stand
* New Sacramento Courthouse will be an interim location, still under construction, construction ends around end of August 2025. Wet vending stand location with prep area in the back, have put in purchase orders for the equipment
* New Resources Building where EDD will be moving into, going to have a micro-market on the 2nd floor, may possibly be announced as a satellite location, will announce probably middle of this year, opening date not until November 2025
* No update at this time for the I-10 rest stop
* Old Sacramento Courthouse will eventually be closed down

Committee members comments and questions

* Asked what is going to happen to the old Sacramento Courthouse
* Would like the department to look into the Santa Monica Courthouse and post office and the Look Out Center by the Golden Gate Bridge
* Would like to know if any progress on contacting JPL
* Whitewater Rest Stop has street vendors there and would like the department to look into this

Department comments and questions

* The Look Out Center was ruled out as the BEP program does not have priority, but the department will revisit
* Have not yet been able to contact JPL

Meeting adjourned at 10:00