**State of California**

**Health and Human Services Agency**

**Department of Rehabilitation (DOR)**

**Quality Location Development Committee (QLDC)**

**Monday, 08/04/25, 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): Luis Rodriguez, Carlene Guzman, Ryne Meyers, Oscar Chavez, Raj Basi, Brandon Birchell, Joshua Pitts, Jennifer Wilbon

Members of the public (by Zoom): Maria Trovato

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

Two waivers to present: Ironwood State Prison and East County Regional Center. Both are for cafeterias.

1. Ironwood State Prison, request for an employee cafeteria. The recommendation is for a 10-year waiver for the cafeteria, based

on a combination of factors, including: financial analysis, vendor input, and other operational factors that show the site is not viable. Provided background information and history on this location.

Financial analysis projects $4,233 per month of net income, which is below the minimum threshold. Sales estimates were reviewed. There is a low and declining population at the site. Limited access/employee cafeteria only, narrow peak of service, only an employee cafeteria, not open to public or visitors. The vendor at the site reported many employees are bringing their own meals which is further reducing sales potential. Current BEP vendor is not interested in operating the cafeteria at this location.

* Recommend 10-year waiver, department confirmed with current vendor and current vendor is not interested in operating cafeteria
* Waiver can be revoked and a request can be made to reevaluate
* This waiver does not affect the vending operation
* Because of the location, it is difficult for CDCR to get a contractor
* Explained reasons for a 10-year waiver request

Committee members comments and questions

* Suggested a 5-year waiver instead of a 10-year waiver
* Shared reasons for suggesting a 5-year waiver instead of a 10-year waiver
* Asked if the department can come back at any time and revisit this waiver
* Would like to know if this waiver affects the vending operation

Motion: Steve Alford moved a motion to waive the Ironwood State Prison Cafeteria for 5 years. The motion was seconded by Daniel Salinas.

Vote: Daniel, yes. Steve, yes. Motion passed.

Department comments and questions

1. East County Regional Center Courthouse in the San Diego area. Provided background information and history for this location. This location has low visibility/low accessibility of the cafeteria, located out of view from the main corridor, low foot traffic. History confirms that this location is not sustainable. Reviewed the feasibility reports and gross sales per month.

Motion: Steve Alford moved a motion to waive the East County Regional Center Courthouse cafeteria for 5 years. The motion was seconded by Daniel Salinas.

Vote: Steve, yes. Daniel, yes. Michael, yes. The motion passed.

Committee members comments and questions

* Question about the smaller courthouses/departments merging into the downtown San Diego Courthouse
* Explained the different divisions of the courthouse

Item 3: Update on interim locations

Department comments and questions

Review of 18 active interim locations:

* Location 304, LA County Hall of Records
* Location 425, Orange County Courthouse
* Location 1030, Valley State Prison
* Location 864, California Institute for men and Institute for women
* Location 428, Metropolitan State Hospital
* Location 828, DOJ Headquarters
* Location 844, USPS Long Beach vending route
* Location 863, Folsom State Prison
* Location 1025, Valley Wells Roadside Rest
* Location 813, Enoch Christoffersen, Westley Roadside Rest
* Location 1059, May Lee state office complex
* Location 1035, California Healthcare Facility in Stockton Training Center
* Location 106,1 US Coast Guard, San Diego
* Location 760, USPS, West Sacramento Mail Processing Center
* Location 256, USPS, Los Angeles Mail Processing Center
* Location 817, Erreca Roadside Rest
* Location 1039, San Diego Central Superior Courthouse
* Location 1039 is a cafeteria
* Locations are oldest to youngest

Committee members comments and questions

* Asked if Location 1039 is vending
* Would like to know if the order of locations will be put out oldest to the youngest
* Asked when the construction would be finished for Location 425
* Violations need to be corrected at location 425 before construction

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

* Read the progress report for the past quarter, regarding location announcements, awards, and selections, reporting period: 05/01/25 – 07/31/25
* Awarded 3 locations this past quarter: 1060, 1029, 817
* 3 pending selections: 864, 1006, 1039
* Chino has not been awarded yet/have not confirmed the selection process
* Location awards went out to 3 BEP vendors
* 1 applicant each for Location 1039 and 1006
* Chino Prison interviews were last week but have not yet confirmed the selection
* In the process of the New Sacramento Courthouse. Processing procurement purchases, coordinating delivery dates, a vendor has been selected. Should be opened by 01/01/26.
* Underway for procurement for the new micromarket that’s opening in downtown Sacramento. Soft opening December 2025, full operation March 2026
* Addressed DOR building population question
* Updates provided regarding State Capitol and suggested adding vending commissions question on next agenda
* After the training program is in place, the department can start coming up with new ideas for the future

Committee members comments and questions

* Would like to know the current applicant count for Locations 1039 and 1006
* Asked if Chino Prison has been awarded yet
* Would like to know what DOR’s thoughts are about looking at the State Capitol
* Question regarding State Capitol vending machine commissions
* Asked what the staff population is like at the DOR office
* Brought up the idea of putting in a micromarket in the DOR office

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

Discussion did not take place.

**Item 6: Open forum**

Committee members comments and questions

* There is no vendor North of Sacramento, along I-5. Several rest stops north of Westley, hopefully that will change once new students graduate

The meeting adjourned at 9:57am