

# MEETING MINUTES

Thursday, March 4, 2021 • 10:00 AM – 12:00 PM

## WASHINGTON ASSOCIATION OF CONTRACTS SPECIALISTS

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**Facilitator:** Jim Webster, WACS Chair

Meeting started at 10 am via zoom with welcome and introductions. There were 85 attendees.

**Opening** Jim Webster – welcome and introductions

- Vice Chair and Secretary Nominations. Jim shared the roles and responsibilities for the organization board and asked for people to send nominations to either Maddie or Shannon.
- Survey Results. WACS conducted a survey of the membership to find out which topics members were most interested in having presentations on. There were 52 responses to the survey. The top rated subjects were “best practices” and “lessons learned,” followed by common issues faced, legislative and policy updates. There were a number of highly rated topics- ECMS, WEBS updates and data sharing agreements – that have workgroups that meet outside of WACS. If any of you are needing information to get involved in those groups, please let us know. We also had some suggestions for topics that were not on the list: prevailing wage contracts, best practices for negotiating, bargaining with unions, and complex IT projects. We will add these to the list of potential topics and will continue to survey the group to make sure we are meeting members’ needs and covering their preferred topics.
- Greg Tolbert, DES, Legislative Update. Greg’s presentation covered what has happened in the recent past and the bills that are currently before the legislature. Please refer to the legislative update PowerPoint which is posted on the website. The presentation includes hyperlinks to the bills.
- Elena McGrew, DES Website Master Contract Portal,
  - Alex Kenesson, Procurement Supervisor: DES Portal Page Q&A, NASPO and other cooperatives, detailed searches, planned procurement (upcoming master contracts).
  - Kim Kirkland, Procurement Supervisor: How to search Master Contracts
- Blessing Guillermo, Grant Management
- Jim asked for additional facilitators for 2021, need 3

Please see the PowerPoint presentations that were used at the meeting for more information.

Meeting was adjourned by Jim Webster at approximately 11:55 am