

Nebraska Blind Licensees Committee Meeting

Nebraska Commission for the Blind and Visually Impaired

4600 Valley Rd. Suite 100

Lincoln, NE 68510

June 15, 2018

Meeting called to order by Chair Ross Pollpeter at 12:00 p.m.

Board members in attendance:

Chair Ross Pollpeter, Secretary Andrea Chizek and Jason Thompson.

Blind Licensees in attendance:

Miguel Rocha, Dave Johnson, Ronnie Kellogg, Hardy Holm, Sandy Alvarado and Atty Svendsen.

NCBVI Staff in attendance: Carrie DeFreece and Don Ward

Prospective Vendors: Shannon Clark

Guests: Jody Clark and Blake Svendsen

Guest Speakers: Nancy Coffman and Jennifer DeFreece

Guest Exhibitors: Pepsi, Cantaloupe, and Deb's Sandwiches.

Open Meeting Act:

A copy of the Nebraska Open Meeting Act was available. The Notice of the Meeting was published in the Omaha World Herald, NCBVI Website, and NFB Newslines®. The Notice was also sent to the NCBVI List Serve.

Approval of Minutes:

Motion was made by Jason Thompson to approve the minutes from the meeting on March 3, 2018 as distributed. Andrea Chizek seconded it. Motion passed.

Chair report presented by Ross Pollpeter:

First, I encourage NBE licensees to develop a line of communication with the management overseeing the facilities in which their vending is located. Nothing is more frustrating than to be surprised by a renovation project. For example, at my location, the U.S. Postal Service and the Omaha Public Power District had planned a day over Memorial Day weekend to inspect and possibly repair some electrical systems in my facility, causing a planned power outage that could last twelve hours. Unfortunately, I only learned about it five days in advance. Plus I only learned about it after noticing some signs taped to my breakroom doors. Only after I had asked an employee what the sign said. So I had five days to figure out what to do with my refrigerated and frozen food. The USPS had known about the planned power outage two weeks in advance, but no one had informed me. Second, I encourage NBE licensees to use each other as a resource. If a licensee is struggling with the business, the SLA, and/or the paperwork, we can use each other for assistance and guidance. We're not competing with each other; we are a team trying to be the most successful. Third, I plan to be more involved with the SLA and become a better NBE chair person.

SLA report presented by Carrie DeFreece:

We fought very hard to get the Corrections locations and were even ready to sign an agreement when they came back with legal counsel saying that we needed to bid and the current contract had to run its full course. We are going to submit a competitive bid when the RFP comes out this fall. We are also trying to find a senator to carry a bill with some changes to the Nebraska law removing the bid requirement. The SLA received approval for the contract for the State buildings, which would include the State Office Building, State Capitol and several other smaller locations in Lincoln. These sites will begin operating in July.

Dan Knuter turned in his 30 day notice on June 1st. Sandy Alvarado stepped down in February but recently began operating a few sites again. Tracy Bradley in Norfolk will be expanding her business and adding machines to an apartment complex. Jeremy Cash in Nebraska City is stepping down with his business to pursue more time with his other career.

Update on Profit and Loss reports presented by Carrie DeFreece: Last month there were three licensees late and four licensees late who were excused. Discussion was held on having a penalty for late paperwork. Motion was presented by Jason Thompson for a \$25.00 penalty for being late. Andrea Chizek seconded it. Motion passed.

Update on Licensees, introduce new trainee(s):

Atty Svendsen completed her training and is now a licensee. Shannon Clark has started her training in Western Nebraska.

Set Aside: Discussion was held on whether to decrease, increase, or leave the set aside the same. Motion was presented by Jason Thompson to leave the set aside at 11%. Andrea Chizek seconded the motion. Motion passed.

Umbrella Policy: NCBVI was paying for both the liability insurance and the umbrella for the first year. The agency talked to risk management about this issue and determined that sites with catering will have to pay the umbrella portion and everyone else will just pay the liability insurance.

Training for next quarterly committee meeting: Discussion was held about various topics.

Set date for next meeting: Andrea Chizek made a motion to have the next meeting on September 22, 2018. Jason Thompson seconded it. Motion passed.

Date: September 22, 2018

Time: 10:00 a.m.

Location: Omaha, Nebraska

The meeting adjourned at 1:09 p.m., to be followed by training: Nancy did a presentation on technology. She showed us some tips on how to name our rows and columns on Excel and also showed us some ways to keep our receipts organized. Jenifer did a presentation on marketing. She had great information to help us market our products. Cantaloupe presented a web conference about their program. Pepsi talked to us about their services and products they have to offer. Bob from Deb's Sandwiches presented us with information and tips on how to run our business more successfully.

Attendance for Training: Ross Pollpeter, Jason Thompson, Andrea Chizek, Miguel Rocha, Dave Johnson, Shannon Clark, Ronnie Kellogg, Hardy Holm, Sandy Alvarado, and Atty Svendsen.