

FINANCIAL MANAGEMENT ADVISORY COMMITTEE MINUTES

November 2, 2016

The Financial Management Advisory Committee met on November 2, 2016. The following attended:

| <u>NAME</u> | <u>DEPARTMENT/DIVISION</u> |
|---------------------|-----------------------------------|
| Michael Hancock | OSCA |
| Brian Dowden | OSCA |
| Lori Hughes | SOS |
| Kyle Lootens | DIFP |
| Amy Blankenship | MoDot |
| Nancy Holtschneider | DOR |
| Pam Sandbothe | DESE - VR |
| Libbie Farrell | OA - Acct |
| Karen Boeger | OA - Purchasing |
| Christina Freeman | OA - ITSD |
| Anna Duncan | DIFP |
| Cindy Dixon | OA - GS |
| Tom Veasman | MoDot |
| Charity Hall | DFS |
| Julie Miler | MVC |
| Kim Sandbothe | DIFP - Finance |
| Stacey Hirst | DED |
| Felicia Hubble | OA - Acct |
| Robin Burkhart | DESE |
| Melisa Rohrbach | DOC |
| Susan Wood | DOC |
| Cindy Luebbering | DNR |
| Jennifer Wilbers | MGC |
| Theresa McDonald | DSS |
| Mike Clark | DMH |
| Alan Clement | MDA |
| Nicole Hackmann | STO |
| Dee Cook | MDC |
| Dwayne Rasmussen | OA - Acct |
| Vickie Akin | OA - FMDC |
| Traci Hadley | OA - FMDC |
| Barb Lewis | DOLIR |
| Brent Miler | DPS - Hwy Patrol |
| Chris Laughlin | DPS - Hwy Patrol |
| Renee Godsey | DHSS |
| Carol Willhite | DPS |
| Kerry Branch | DHE |

Carol Newgaard
Robyn Vogt
Kim Spraggs

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SAO

MISSOURI FINANCIAL MANAGEMENT ADVISORY COMMITTEE

8:30 A.M.

November 2, 2016

Room 500, HST Building

MINUTES

Presentations:

- **Buying Recycled – Rob Didriksen**
 - Discussed the savings when using recycling
 - Use Purchasing ListServ if looking for recycled products
 - Some savings which can be utilized
 - Rechargeable batteries
 - Hand dryers vs. paper towels
 - Remanufactured printer cartridges
 - OA vehicle maintenance is using re-refined oil which is 18 cents lower than virgin oil.
 - Retread tires cost 30-50% less
 - State recycling is working to implement composting service in Jefferson City
 - Reviewed how to find recycled products on websites such as Office Depot.
 - www.missourirecycledproducts.com is a website to find recycled products vendors.

- **MissouriBUYS Update – Stacy Neal**
 - MissouriBUYS Trivia reviewing Icons, Transaction, Tips/Policies, Timeframes
 - More information is on the SAMII Website page

Status Reports

- STO
 - Unclaimed Property Lists have been distributed. Agencies should ensure they claim their unclaimed property.

- OA Purchasing
 - 200-300 contracts have been migrated. Working on getting vendors to approve to migrate more.
 - Working on getting catalogs established
 - The disparity study forced rule changes

- State Auditor's Office
 - SWFSA and Single Audits underway.

- SWFSA – hope to be completed by the end of the month. Some survey responses still needed.
- Single Audit to be done by December or January.

Next Meeting: January 4, 2017, 2016, 8:30 – 10:00, Room 500 HST Building