

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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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