



Suzanne Sewell
President & CEO

Troy Strawder
Board Chair

Ramsay Sims
Chair, RESPECT Business Development Committee

Suzanne Sewell
Interim Executive Director



RESPECT Business Development Committee Meeting
March 12, 2014
10:00 a.m. – 12:00 p.m.

RBDC Members:

Ramsay Sims
Shirley Balogh
Casey Cook
Tom Derzypolski
Mickey Crowe
Sylvia Perez

Capital City Bank
Alliance for Independence/Chair, ROC
Florida League of Cities
BowStern Marketing Communications
NISH
Lighthouse for the Visually Impaired & Blind

Present:

YES
YES-via phone
NO-Legislative Session
YES
NO-travel/training conflict
YES-via phone

FARF/RESPECT:

Suzanne Sewell

John McBride
Lisa Felder
Jesse Covell

FARF President & CEO, RESPECT Interim
Executive Director
Service Contracts Director
Programs Coordinator
Commodities & Procurement Director

Present:

NO

YES
YES
YES

Key Points Discussed		
No.	Topic	Highlights
I.	Call to Order	Chair Sims called the meeting to order at 10:06 a.m.
II.	Roll Call	Roll call was conducted by Felder.
III.	Approval of Minutes	Sims asked for approval of the minutes from the November 13, 2013 meeting. A motion to approve was made by Derzypolski and seconded by Sims.
IV.	Old Business/Action Items	<p>Chair Sims called for any discussion of old business and inquired about two areas. For the first question, Sims asked for an update regarding an idea discussed during the last meeting regarding ID badges. McPherson reported having attended a training and had received an inquiry about Police badges. RESPECT staff looked into the viability of adding badges to the list of commodities produced by RESPECT Employment Centers. RESPECT staff felt that there was not enough business opportunity to pursue production of badges at this time considering the specs and requirements that would have to be met compared to the anticipated sales volume.</p> <p>Chair Sims also inquired how the new “punch out” system on the RESPECT website has been going. Covell reported the new punch out system was going well. Covell stated that approximately 90% of State customers use the My Florida Marketplace (MFMP) punch out, and RESPECT is one of approximately fifteen MFMP vendors to offer a punch out system.</p> <p>Felder reviewed the action item from the November 13, 2013 meeting regarding bid resources, and reported RESPECT signed a contract with Florida Bid Reporting on January 21, 2014. Further discussion about this would follow in agenda item VI.</p>
V.	Additions to Agenda	Sims called for additions to the agenda. There were no additional agenda items requested.
VI.	<p>Update on Bid Resources / Ideas For Utilization of Resources</p> <p>-Florida Bid Reporting -ACT Customer Relationship Management</p>	<p>McBride informed that RESPECT signed a contract with Florida Bid Reporting on Jan. 21, 2014.</p> <p>RESPECT looked into Demand Star but decided to not utilize the service because Demand Star would only allow for RESPECT to receive bid bulletins from seven governmental agencies.</p> <p>With Florida Bid Reporting, for an additional \$200, RESPECT would be allowed to share the bid bulletins with all of our non-profit partners, the employment centers, which RESPECT has implemented.</p>

Key Points Discussed		
		McBride reported on RESPECT's use of ACT Customer Relationship Management. McBride discussed some of the features of ACT and how RESPECT is using them. Discussion followed between BDC members and staff on their experiences with ACT. Several members and staff agreed the software works best when people input data on a regular basis.
VII.	Links to RESPECT Annual Reports	Felder reported the RESPECT 2012-2013 Annual Report was completed and had been submitted to DMS. Also, the updates to the RESPECT Policies & Procedures were completed and submitted to DMS. Both documents can be viewed on the RESPECT web site. (Web addresses for the RESPECT Annual Reports and the RESPECT Policies & Procedures are listed on the handout for agenda item VII.)
VIII.	Update on Services	McBride reviewed the handout on Services Updates, highlighting that RESPECT has been contacted by customers in the preceding months regarding interest to explore several service contracts.
IX.	Update on Commodities	Covell reviewed the handout on Commodities Updates, highlighting new commodities added, discontinued commodities, and active or recent Proposal for Assignment commodities.
X.	Loss of BDC Members	<p>McBride reported member Jack Sams of Florida State University had to withdraw from the BDC due to health reasons. Dudley Bates of Lighthouse for the Visually Impaired & Blind withdrew from the BDC due to loss of grant funding. Sylvia Perez, Executive Director for Lighthouse for the Visually Impaired & Blind has taken over the BDC membership for Bates. Steve Packard of WORC also withdrew from the BDC.</p> <p>McBride encouraged current BDC members to suggest persons they feel would be beneficial to the committee.</p>
XI.	Schedule Next Meeting	<p>Sims, members and RESPECT staff discussed possible dates for the next BDC meeting and scheduled the next meeting for:</p> <p>Wednesday, June 18, 2014 10:00am-12:00pm RESPECT office in Tallahassee, Fl.</p>
IX.	Adjournment	Chair Sims adjourned the meeting at 11:22am.