

**Minutes of the West Virginia Governor's Committee for the Purchase of Commodities and Services from the Handicapped**

**March 16, 2016  
Goodwill Prosperity Center  
Charleston, West Virginia**

The West Virginia Governor's Committee for the Purchase of Commodities and Services from the Handicapped met on Wednesday, March 16, 2016 in the Regents Room at 11:00 a.m. Chairperson, Kim Nuckles called the meeting to order and welcomed everyone. Jan Smith and Becky Howard attended by telephone.

Present at the Meeting: Chairperson Kim Nuckles; Committee members; Jan Smith, Douglas Auten, Becky Howard by phone, Everett Sullivan and Executive Secretary, Mark Totten.

Jonathan Jones, Gary Wolfe, Mark Jackson, and Roy Woodard, were representing the Central Nonprofit Agency (WVARF).

Guests present: Megan Cobb, Department of Administration; Joyce Birley and Cheri Bever, Goodwill.

**APPROVAL OF MINUTES**

Approval of Minutes from the January 20, 2016 meeting.

**ITEMS FOR DISCUSSION**  
(Agenda attached to minutes)

1. Motion for several printed labels for 16.9 oz. water bottles as listed on agenda through the Sheltered Workshop of Nicholas County Inc. DBA Bright Horizons. Item voted on and approved by Committee.
2. Motion for Empowerment through Employment, 38 Fair Market Price forms for various clothing items. The fair-market price was voted on and approved by Committee.
3. Roy Woodard of WVARF requested a second signature line on price-modification form, which was added by Committee Chairwoman Kim Nuckles. The form was voted on and approved by Committee.
4. Roy Woodard of WVARF described conversations between WVARF and West Virginia state agencies regarding Purchasing Card convenience fees to WVARF-related invoices. A handout was provided to the Committee.

## OLD BUSINESS

There is no old business to discuss.

## NEW BUSINESS

It is noted that Governor Earl Ray Tomblin wants to feature bottled water with the custom label into a promotion for the State of West Virginia.

Committee Member Becky Howard discusses the possibility of an invitation extended to committee members for gubernatorial addresses.

Committee Member Everett Sullivan inquires of Roy Woodard of WVARF as to the current status of invoice payments to WVARF from West Virginia state agencies. Mr. Woodard states that WV DHHR is behind on collections. Executive Secretary Mark Totten asks Mr. Woodard for any insight as to the reason from DHHR's perspective. The issue is briefly discussed.

Meeting adjourned