State of Maryland
Procurement Improvement Council (PIC)
November 9, 2022
1:30 PM – 3:30 PM

Virtual Meeting – Join Google Meet

If dialing in use Phone Number:
(US)+1 314-833-0597
PIN: 131 293 841#

Agenda

1. Welcome and Introductions of the PIC Members and Attendees — 1:30
   Mike Zimmerman, Chief Procurement Officer (CPO), PIC Chair, and
   Jamie Tomaszewski, Chief Administrative Officer, DGS OSP

2. Topics for Discussion

   A. Maryland Procurement Academy – eMMA Training, Certified Maryland Procurement Officer (CMPO) and Certified Maryland Procurement Associate (CMPA) Training Program Updates – Victoria Steeger, Chief Learning Officer, DGS OSP — 1:40

   B. Terms & Conditions Work Group Update/Next Steps – Judy Urban (Work Group Chair) — 2:00

   C. Better Vendor Communication Work Group Update/Recommendations – Valerie Radomsky (Work Group Chair) — 2:20
   (Business/Vendor Volunteers contact Jamie.Tomaszewski@maryland.gov)

   D. eMMA User Entities Work Group Update/Recommendations for the CY2022 PIC Responsibilities – Jamie Tomaszewski (Work Group Chair) — 2:40
   1. Guidelines on how to identify entities that are required to publish notices of procurement and awards of procurement on eMaryland Marketplace under SFP § 17–502(a);
   2. Guidelines on how to identify entities that do not comply with the requirement to publish notices of procurement and awards of procurement on eMaryland Marketplace and the reasons why the entities do not publish the required notices and awards; and
   3. Recommendations on strategies and enforcement mechanisms to improve compliance by entities required to publish notices of procurement and awards of procurement on eMaryland Marketplace, including any necessary legislation to authorize or implement the strategies and enforcement mechanisms.

   E. Approved Recommendations to reduce the number of Procurement Reports — 3:00
   - *The SBR Strategic Plan and the MBE Strategic Plan reports to GOSBA have been combined into one report.*

- *The Report on Green Purchasing Activities & Progress will be combined with the Green Purchasing Annual Report.*
- *Pending - Seek legislation to delete SF&P 15-111(a). On the chart this is listed as #7-#11. The rationale is that with the new eMMA system, this information is publicly available, as well as on BPW agendas for emergency and expedited procurements. See link to chart from 2020 CPO Report: https://procurement.maryland.gov/wp-content/uploads/sites/12/2020/10/2020CPOReport_HB1021_Chapter_590_2017.pdf*

F. Open Discussion 3:20

3. Closing Remarks 3:25

4. Adjournment 3:30

Maryland Efficient Grant Application (MEGA) Council **LINK** – **For your Review:** Nonprofit Organizations that are PIC members should provide updates of any grant issues that may also effect procurements for these entities.

PIC Members

PIC Member / Title	Organization or Agency	Name of Member or Designee
Chief Procurement Officer (CPO), Chair	Department of General Services (DGS) Office of State Procurement (OSP)	Mike Zimmerman
State Treasurer or Designee	State Treasurer's Office	Jon Martin
Chancellor of USM, Designee	University System of Maryland (USM)	Thomas Hickey
Secretary of DoIT, Designee	Dept. of Information Technology (DoIT)	Susan Howells
Secretary of Transportation or Designee	Maryland Dept. of Transportation (MDOT)	Valerie Radomsky
Procurement Advisor of the Board	Board of Public Works (BPW)	Gabe Gnall
Special Secretary for GOSBA	Governor's Office of Small, Minority, and Women Business Affairs (GOSBA)	Secretary Jimmy Rhee
Special Secretary for GOSBA, Designee	GOSBA	Alison Tavik
Secretary of Juvenile Services, Designee	Dept. of Juvenile Services (DJS)	Kara Aanenson

Secretary of Human Services, Designee – Deputy Secretary	Dept. of Human Services (DHS)	Gregory James
Secretary of Health, Designee – Director of Procurement	Dept. of Health (MDH)	Jim Beauchamp
State Superintendent of Schools, Designee	Maryland State Dept. of Education (MSDE)	Jenna Meinl
Senate Member	Maryland General Assembly	Senator Melany Griffith
House of Delegates Member	Maryland General Assembly	Delegate Nicholas Charles
Local Government Member with Expertise in Local Procurement Matters *	Anne Arundel County Public Schools, Supervisor of Purchasing	Mary Jo Childs Appt. Confirmed 8/14/2020 *(New term 5/6/2021 - 5/5/2023)*
Social Services Member #1 *	501(C) Solutions, Owner	Nancy Hall Appt. Confirmed *(Term 7/1/2021 - 6/30/2025)*
Social Services Member #2 *	The National Center for Children and Families	Sheryl Brissett Chapman, Ed.D. Appt. Confirmed *(Term 7/1/2021 - 6/30/2025)*
Veteran-Owned Business Member *	Project Opportunity, Founder	Joseph Giordano Appt. Confirmed *(Term 7/1/2021 - 6/30/2025)*
1. General Public Member with Expertise in State Procurement Matters **	Dashiell Law Office	Robert Fulton Dashiell
2. Minority-, Women- or Veteran-Owned Business Member **	U.S. Small Business Administration, Office of Government Contracting, Acting Director	Wallace Sermons
3. Minority-, Women- or Veteran-Owned Business Member **	Alaco Consulting	Ed Tay

*Note: * Appointed by Governor with advice and consent of Senate;*
*** Appointed by the Presiding Officers of the General Assembly.*

PIC Statutory Responsibilities

(1) Ensure that the State's procurement system is utilizing the most advanced procurement methods and management techniques, including policies, procedures, and forms for all procurement activity and contract management;

(2) Effect and enhance communication between State units on procurement matters, with an emphasis on disseminating information on current developments and advances in procurement methods and management;

(3) Provide a forum for the discussion of specific procurement issues and problems that arise, including:
   i. Procurement officer training;
   ii. Risk analysis and insurance requirements;
   iii. Management of *eMaryland Marketplace* and other Internet procurement resources;
   iv. Use of *eMaryland Marketplace* and compliance with State Finance and Procurement Article (SFP) §17–502;
   v. Use of intergovernmental cooperative purchasing agreements; and
   vi. Any other issues or problems identified by the Council;

(4) Advise the Board on problems in the procurement process and make recommendations for improvement of the process;

(5) Review existing procurement regulations to:
   i. determine whether they fulfill the intent and purpose of the law, especially as it relates to fostering broad–based competition; and
   ii. make recommendations on the regulations, if revising and restructuring them will result in easier understanding and use; and

(6) Advise the General Assembly on proposed legislation in order to enhance the efficiency and transparency of State procurement.