



PROCUREMENT IMPROVEMENT COUNCIL (PIC)

April 20, 2021



Start Time: 11:03am

End Time: 1:31pm

Location: Virtual

Members Present:

Chair/CPO	Robert Gleason	BPW Procurement Advisor	Gabe Gnall
State Treasurer	Bernadette Benik	GOSBA Special Secretary	Jimmy Rhee
UMS Chancellor	Thomas Hickey	GOPI Director	Allison Cordell
DBM Secretary	Joan Peacock	Local Govt. Rep (w/Proc. Exp.)	Mary Jo Childs
DoIT Secretary	Susan Howells	Public Member (w/Proc. Exp.)	Patrick Vizzard
MDOT Secretary	Mike Zimmerman		

Guests/Attendees:

Alison Tavik	Catherine Meyers	Dave Hartman	Debbie Groat
Ellen Robertson	Emily Soontornsaratool	Gregory James	Howard Barr
Jen Colton	Keith Gagnon	Justin Jung	Karen Myers
Sen. Melonie Griffith	Del. Nicholas Charles	Sandy Johnson	Steve Edwards
Valerie Green	Valerie Radomsky		

DGS Office of State Procurement (OSP) Staff:

Jamie Tomaszewski	Leslie Shoenhard	Mark Riesett	Mike Haifley
Robert London	Sachin Bhatt	Victoria Steeger	

Statutory responsibilities - Powers and duties. -- The Council shall:

1. *Ensure use of most advanced methods, techniques, policies, procedures and forms for procurement and contract management*
2. *Communicate between State units on procurement matters, emphasizing current developments and advances in procurement methods and management*
3. *Discuss specific emerging procurement issues and problems, including...*
 - a. *Procurement officer training*
 - b. *Risk analysis and insurance requirements*
 - c. *Management of eMMA and other online procurement resources*
 - d. *Use of eMMA and compliance*
 - e. *Intergovernmental cooperative purchasing agreements and use*
 - f. *Other identified issues or problems*
4. *Advise BPW on problems in the procurement process and recommend improvements*
5. *Review existing procurement regulations to:*
 - a. *Determine if they meet purpose and intent of law, especially fostering of broad-based competition*
 - b. *Make recommendations on regulations, if revising and restructuring results in easier understanding and use*
6. *Advise General Assembly on legislation to enhance efficiency and transparency of state procurement.*

ITEM #	AGENDA
1	Welcome
2	Member Attendance
3	Topics for Discussion
4	Open Discussion
5	Closing Remarks
6	Adjournment

Meeting Notes, Decisions, Issues:

Jamie Tomaszewski, DGS OSP Chief Administrative Officer, welcomed the members and guest to the PIC meeting and acknowledged and thanked Senator Griffith and Delegate Charles for their assistance in creating and passing the legislation to combine the PIC with the Council for the Procurement of Health, Educational and Social Services (CPHESS) that goes into effect on July 1, 2021.

Bob Gleason, Chair, briefed the Council on OSP and the strides made since the last PIC meeting and continue to make during COVID. He also reminded all the next meeting is July 13th from 1:00 to 3:00 pm. Member attendance was taken. **(NOTE: The PIC meeting is being rescheduled to the following Tuesday, July 20th, from 1:00 to 3:00 pm.)**

Item A: eMMA Business Solution Overview

Robert London, eMMA Project Manager, presented a high level overview on the eMMA progress.

- Release 1.0, Bid Board, and 1.1, Contract Management, are completed.
- Release 1.1.x, Data Migration, is just finishing up transforming our data.
- September 2021 release 1.2, Vendor Management, should be completed on schedule. This affects work transformation for the Vendor; lifecycle management, validation policy workflows, documentation collection, public portal interface to FMIS RSTARS, etc.
- May 2022 release 2.0 requisition workflow to PO transmission, integrate RSTARS and ADPICS, integrate into FMIS, payment portal is going as planned and looks to be on schedule.
- Also looking into expanding value by discovering other services such as integration and collaboration with Amazon for purchase power.

Bob invited anyone to get in touch offline for questions.

Item B: Training Overview

Victoria Steeger, OSP Chief Learning Officer, stated the Maryland Procurement Academy (MDPA) will be adding a Certified Maryland Procurement Associate (CMPA) class beginning in the fall. Continuing eMMA Training for buyers and vendors is ongoing with over 1,800 individuals taking training programs in March 2021 alone. eMMA Release 1.2 is in the fall of 2021 and additional training is being created and will be conducted beginning in the summer this year.

The Certified Maryland Procurement Officer (CMPO) program has completed its first Section of 2021 with four additional sections scheduled throughout the year. Virtual graduation ceremonies were held on March 17th for our Alpha/Beta pilot program participants with guest speakers Lt. Governor Boyd Rutherford and Secretary Ellington Churchill, and on April 19th for 2021 Section 1 students with guest speakers Secretary Ellington Churchill and Elizabeth Dooley, Chair of the Board of Examiners, Universal Public Procurement Certification Council. Victoria also mentioned State Treasurer Nancy Kopp joined our Green Purchasing and Procurement Considerations course, staying for 2 of the 3 hours of the course as well as participating in the breakout groups! Treasurer Kopp has committed to attend the other offerings of this class in 2021 to speak and participate.

Item C: Mandatory Terms and Conditions Recommendations

Sachin Bhatt, DGS Director of the OSP eCommerce Management Bureau, discussed the work group's goal of providing recommendations to the PIC on how we can improve a number of the terms and conditions (T&C) that make their way into IT contracts. He then presented and walked everyone through the final recommendations. The document was shared with the members of the PIC for review. Comments, concerns, suggested edits or approval is to be submitted to Jamie.Tomaszewski@Maryland.gov two weeks prior to the July PIC meeting by July 9, 2021.

Item D: Procurement Cooperation Council

Bob Gleason, Chief Procurement Officer, reported on the Subnational Agreement between the Province of Ontario and the State of Maryland and asked for the members for a review of the document. This agreement was signed by Governor Hogan and recognizes the need to strengthen the Parties' relations in their respective attempts to foster economic growth and development in Ontario and Maryland. Bob requested edits or modifications be submitted to Robert.Gleason@Maryland.gov, Jamie.Tomaszewski@Maryland.gov, and Leslie.Shoenhard@Maryland.gov by May 3rd.

Question: "How do we include the inclusion and diversion suppliers?"

Item E: Innovation Work Group Follow Up

Bob Gleason discussed three separate work groups/committees within the PIC:

1. **Supply** and how we improve to do business with the state
2. **Demand** and how we improve through education, people, process, and technology the procurement workforce
3. **Process/Tools** - what can we do differently, how can we reimagine doing business from a new perspective to interact together looking at best practices in the world that appropriately matches demand and supply through the specific processes the public body provides us

He would like the PIC members, and any active attending guests, to participate in one of three work groups. These groups would meet outside of the PIC to come up with suggestions on how we improve our business from the particular perspective, finding ways where we can improve and grow the State of Maryland. Bob will put together a more detailed plan for each group and Jamie will forward it out to the membership for response.

Item F: 2021 Goals

Bob Gleason, Chief Procurement Officer and Chair, thanked everyone for their hard work, the quantity and quality shows, pointing out we've completed all the "steps" of what was wanted of this Council in regard to HB1021. Now we need to improve, make progress, and continue improvements through change.

From this effort we would like to develop specific options/recommendations we can discuss and put forward for changes, whether legislative, regulatory or by policy. We want to look at the world differently, coming at any issue from many different directions. The PIC needs to continue and lead Maryland's improvement and modernization transformation.

Meeting adjourned at 1:31pm