Randolph Sheppard Meeting

9/20/2019

FRANK GAFFNEY: Call to order. First thing in the agenda is a prayer, moment of silence, Shelly. You said you wanted to do it.

SHELLY LEJEUNE: Before we say a prayer I want to bring up one of my new managers and his wife is not well at all. Bob Brown at the post office. Want to thank everyone for coming over here for this board meeting, committee meeting, and hope everyone had a safe trip. Also prayer for everyone to have a successful weekend and God bless everyone.

FRANK GAFFNEY: It's a large room so everybody try to speak up. Roll call.

EMMA PALMER: Emma Palmer, Shreveport.

EARL HEBERT: Earl Hebert, Lafayette.

SHELLY LEJEUNE: Shelly LeJeune, Baton Rouge.

PINKIE HARRIS: Pinkie Harris, New Orleans.

CANDICE LINVILLE: Candice Linville, New Orleans.

FRANK GAFFNEY: Welcome everyone. Steve, opening remarks.

STEVE DEBRUHL: Once again, we would like to welcome you. Nice hotel. You all traveled here so if you want to be reimbursed get your mileage here and back. Also because it's an early morning meeting, if you stayed here last night we can reimburse you for your hotel room. Not tonight, not tomorrow night. I have the travel forms. Get your signature on that. We will need your receipt when you check out if you want to send in the receipt, circle Thursday night. Plus a mileage log. That's about it for right now. Also have Kevin here, and Melissa, our fearless leader.

MELISSA BAYHAM: Good morning everyone. I have two things I wanted to share with you. We are closing our Cedarcrest office. The lease expires mid March. We will actually be physically moving in January. December will be the last meeting that we will be able to have at that office. If we do need meeting space there is some at LWC. We can discuss that. And the other big news I have for you is that we just recently received 120,000 from the army and those funds will be placed into the blind vendors trust fund.

FRANK GAFFNEY: Is Cedarcrest going to be moving over by the warehouse?

MELISSA BAYHAM: Yes. It is on the LWC campus.

FRANK GAFFNEY: Introduction of guests.

LYNN BLANCHARD: Lynn Blanchard, Affiliated Blind.

BYRON ANTOINE: Byron Antoine, Baton Rouge.

PAM GAFFNEY: Pam Gaffney, Shreveport.

PINKIE HARRIS: Rocky is not in the room.

FRANK GAFFNEY: Review of agenda. The minutes go out to anybody who wants it. Shelly and myself have been through them and everything is right because it's all recorded. It's there. Anybody wants it can get a copy and email it to them. Next thing is old business. Permits.

STEVE DEBRUHL: The original permit everybody got didn't include the insurance. We are going to try to reissue everyone a new permit regardless whether they have one now or not. Sent it off for Jessie at RSA. Sent him an email two weeks ago. He wasn't responded to that email. Everyone should have a permit to operate their location. If they don't we can reissue them another one. The original permits and agreements that's when risk management was paying the insurance. Wanted to add that verbiage to the report that you get. Everyone is paying their insurance. Not an issue. Just never was documented. Waited for RSA to sign off on that.

FRANK GAFFNEY: As of right now everyone is on the same insurance group at the present time.

STEVE DEBRUHL: Don't have anybody on their own?

FRANK GAFFNEY: No. Started out with different ones. But back to all of us on the same policy. Next thing is the specialist position.

KEVIN MONK: Reported at the last meeting the specialist position we formally had actually does not exist anymore. If we are to get a specialist for the Randolph Sheppard program to work as maybe a fill in RSMA and to maybe handle some of this unassigned vending revenue it would have to be a new position that would be created for the program. Melissa might have a better idea than me about the possibility of that, creating a new position at this point since the old one is gone.

MELISSA BAYHAM: We are filling some positions right now. With anything Kevin you have to send in a request with some justification and we send it to the powers that be and see how it goes. Obviously you have to give your, show that you have the budget for it.

KEVIN MONK: I can work on that for the next meeting and see what happens.

SHELLY LEJEUNE: Does that mean since it's a new request for a new position it would not be called a specialist anymore, change the name?

MELISSA BAYHAM: You wouldn't have to change the name. I have a vacancy report that has all of my positions that I have that are still vacant. In other words, we still have what they call in state government the TO. Table of organization. Each department is issued a certain number of positions they're required to fill. Basically at this point since that position for whatever reason was never filled when it was vacant and on the TO list you, basically I would have to take a VR position to fill it as a specialist position. We would have to see, we made a whole bunch of VR requests. See if we have a vacant position that we don't need that we could turn into a Randolph Sheppard position. We only have a certain number. But we can change them if we don't need it for whatever the original intended purpose was for that position.

FRANK GAFFNEY: Kevin, has the other RSMA position been eliminated too?

MELISSA BAYHAM: Correct. If you don't fill them, I don't know the exact time period, if you don't fill within a specific period of time Division of administration swipes them.

STEVE DEBRUHL: Do have that 500 million‑dollar surplus John Bel is talking about.

FRANK GAFFNEY: That is in the BEP we're supposed to have it. Any discussion? Next position Melissa took care of, Fort Polk money. Should be that money they owed us from when there was no manager.

STEVE DEBRUHL: Is that part of Cantu?

FRANK GAFFNEY: It was separate as far as I knew. Money the army was supposed to pay and we had no assigned manager so the money was supposed to come to the trust fund. My understanding.

PINKIE HARRIS: What about Blackstone, are we squared up with them.

KEVIN MONK: As far as I know we are.

STEVE DEBRUHL: Last six months over there they really didn't generate much. They weren't feeding troops. Very minimum.

FRANK GAFFNEY: Any discussion on that.

EMMA PALMER: Military cut all ties now or still just on hold?

FRANK GAFFNEY: Next thing is Fort Polk.

KEVIN MONK: Had several conversations about Fort Polk and it was our understanding the army could come back at anytime because it was a one year contract with four one year extensions. That they could essentially come back at any time and within that five year period and flip a switch and we would we back over at Fort Polk. However, after some further conversation with the army it's their position if they don't exercise one year of the contract then essentially the contract is null and void. So if we are ever to go back to Fort Polk it would have to be re competed, the whole contract would have to be a new contract. That is the army's position.

STEVE DEBRUHL: As far as food service right now supposedly feeding themselves.

KEVIN MONK: Yes.

STEVE DEBRUHL: Not like somebody else got in there.

EMMA PALMER: What about the machines?

KEVIN MONK: The other piece of the puzzle is that LWC really wanted this 120,000‑dollar, or whatever the amount is, that issue to be settled with the army before we go out and try to secure the vending machines. Now that we have the money we should take a look at the vending machines.

FRANK GAFFNEY: We are waiting for this money to come in so they couldn't hold the money longer. Anything else on Fort Polk. Anyone? Moving on, the lawyers should be working on shortly about getting a lease out to Fort Polk to start discussing and doing the paperwork. Next thing on the agenda is the bus station update.

STEVE DEBRUHL: The bus station in Baton Rouge closed down I guess about three weeks ago now. All the meetings we have with them it came time to remove the cabinets decided they didn't want to do that. Did it ourselves. Everything is out of there completely. They were a lot of insects remaining. At this point capitol area transit they put their fumigation guy in there, spent about a week battling and they want to do that before they put the floor down. Work on the flooring right now. They want to give it a coat of paint. Working with coke to wrap the outside of it so you don't really see into it. See coke logo, the bus station logo. Also give it more shade in there. The windows are really nasty looking. Kind of covering them up. A working in progress. All on them right now. They are working on it. Vanessa from the bus station, talked to her three days ago. Told me they were working on the floor.

SHELLY LEJEUNE: Is anyone going to work on the ceiling?

STEVE DEBRUHL: We addressed that to them. Said they were going to clean everything and paint over everything as well. That includes the walls and put down a new floor. They said new floor, but we will see what happens. The floor I think is the original floor, been in there for 25 odd years. They want to get it looking better than what it was. They don't want to be closed. Maybe two to three weeks away should be able to move the equipment in. Have a lot of the equipment ordered. Either in stock or on the way. We can go back and fill it back in. Coke is giving us a new merchandiser. Coke has been very supportive because they want the business.

FRANK GAFFNEY: Any discussion? Moving on. Next thing is update on capitol annex.

STEVE DEBRUHL: Michelle spoke to Malcom at office of state buildings last week. They said they got the money. I think they still have to remove a sink in there.

BYRON ANTOINE: It's gone.

STEVE DEBRUHL: It's on the agenda. He said that a month ago. Suppose he's going to have everything done soon. Move the vending machines in there at that point in time. Down to Hale Boggs. I can tell you about Hale Boggs. We had a snack bar there that never really made it. Vending machines in the hallway. Try to find another way to get some food in there. What we ended up doing move the vending machines. They redid the snack bar. All the vending machines in there and added a machine with sandwiches and other food items like that. As well as a coffee maker. The general service administration, they are never happy about anything, but are happy with this. Sales probably doubled on the machines since we moved them all. Hopefully a similar experience like that at capitol annex. A microwave they paid for. The coffee, he has a vending machine, a 12‑ounce cup, sugar, creamer and the pod. You pay for the coffee out of the vending machine and take the pod and put it in the machine and brews right up there. Problem we had people steal your cups. Only way if they pay at the vending machine. Selling a lot more coffee than they did before. Another opportunity to look at.

CANDICE LINVILLE: Hale Boggs is still ours. Is that going straight into the fund or actually a manager?

STEVE DEBRUHL: Right now a third party location. Refreshment Solutions has it. What happened when I bid it originally Long Leaf bid on it. Very aggressive rates. 35 percent on the drinks. They bought Long Leaf, but kept the same commission structure. Producing between those three locations. And an ATM machine. Probably 100 bucks a month. Something people don't have ATM machines. We have two of them on third party now. I know other managers have them. Typically make a buck per transaction.

CANDICE LINVILLE: Delgado gets 3‑dollars. The whole campus they are allotted so many between all their campuses so they wouldn't let us add another one to the actual campus. They get three bucks every pop.

STEVE DEBRUHL: I think they charge 3‑dollars a transaction and pay us 1.50. Getting 50 percent of the commission at the Harvey building. The Hale Boggs 50 percent as well. Sandra has the Harvey building. There was a time and place they didn't take credit cards at the DMV. He used to get literally 5, 600 bucks off of that machine. It would only give you 250 dollars at a time. If you had to pay 700 at the DMV, three transactions. Doing more than the snack bar. But then the DMV started taking credit cards. Free money. Plus it helps somebody get the money they can put it in the machine or the snack bar. If you have the opportunity to get a ATM machine let us know. There is a company that we can hook you up statewide.

FRANK GAFFNEY: Any discussion? Next thing is Ochsner Shreveport and Monroe. On that we discussing it just about every meeting. Going to be requesting a written response from Melissa and the state attorney on what they are going to do to help us get in there and when. Because we are getting no answer on it.

SHELLY LEJEUNE: Like to go ahead and make a motion that we get a written response from Melissa and the attorneys to get the agency back in Shreveport and also in Monroe.

EMMA PALMER: Second it.

FRANK GAFFNEY: All in favor. Opposed? So passed. Melissa what that is Ochsner used to be LSU exemption because it was a school, education and with the splitting it's no longer, the school is separate. We don't feel they have the exemption to keep us out of it anymore. It's a state property. And it's not under education. So we need an answer on that.

MELISSA BAYHAM: I will get Kevin to work with the attorney.

FRANK GAFFNEY: Appreciate it. Any discussion? Moving on. Federal prisons. Basically the same thing. We know what we're going to do, just haven't done it yet. On the Ochsner we just want to get an answer what they are going to do at all. We know on federal prison we have to apply for the permit.

STEVE DEBRUHL: We did put together the permit and send it up through legal. I think it's awaiting the signature of the director. Not exactly sure. Know it hasn't been sent out yet. We did what we had to do to request the location. I took a look at all, there are a lot of machines in that prison. The way the law is set up for federal prison is different. They can charge us rent and electricity. And they pay one commission if it's used by the inmates. One commission if it's used just by employees. And third commission by the visitors. At Pollock just be employees and visitors. Inmates don't have direct access to the vending machines. Based on what our bottom line is after all the sales. I don't think we would lose much from the trust fund prospective if we were able to get that in there. I don't see it being a friendly takeover. Kevin and I have gone over there a couple times. They don't want to give it up. Have to be forced through with the support of the legal community over here. I will check on the status of that permit and see where it is. The plan is to do it in Pollock. The other one Oakdale. Again, same with the commission structure. Actually getting a little more from Oakdale because they have more employee machines, I mean have more visitors. Neither one is paying a lot of money. We get more from Hale Boggs. Definitely enough to support a manager at Pollock if we were to get that. The issue of storage and things of that nature. They have to give us since it's a federal location.

KEVIN MONK: We have been warned by folks that have been there and done this before probably what is going to happen once we are granted a permit to go into the federal prison they are going to require the manager to hire a guard to go with them into the location. And so don't be surprised if that comes up. We have been told that is happening in other areas.

STEVE DEBRUHL: Talking to a third party guy now especially at Pollock, a maximum security, and medium and minimum. Three prisons there. It's not uncommon to put the maximum on lock down. Won't have any visitors. Sometimes they let the guy get the stuff out of his machines. The last time was for five weeks. He didn't have access to his vending machines for five weeks. That is a challenge you would have at a place like that you wouldn't have anywhere else. I still think we would be better off with it than without it.

FRANK GAFFNEY: The other states at federal prison the managers are loaded. They can go to everything. Any discussion? Moving on down the line. LWC update.

KEVIN MONK: LWC update, we have Tony obviously is there he has had some challenges with the kiosk in the past Since your last meeting there was a couple days, at least one day where the whole network they tried to push out an update and then the whole thing crashed. There was an issue there. It's not been totally without issues. He's trying to work, he spent probably three days trying to work through that after the couple hours it was down one day. And so it's not been without issues. It's coming along. It's doing better than it was. He's starting to rotate more hot food choices through there. For example, yesterday he put out some chicken wings. He started putting some french fries out there. He has to keep an eye on them. Don't want them to stay out there too long. He told me soon he is going to start doing kind of a grab and go plate lunch. He is going to make the plate lunches, this is what it is and take it and go type thing. It's doing well. It hasn't been without its challenges.

STEVE DEBRUHL: Earl, you spoke to him.

EARL HEBERT: He said he really likes it over there. Said he's doing 350 to 400 a day.

EMMA PALMER: Do he have a back up cash register.

STEVE DEBRUHL: Before Herb was doing that and trying a lot of times the place was empty. Theoretically is the concept. He has been going over there every day. Now we have a manager at the post office. His father is working with him as well. He's on premise a lot during regular business hours. One thing helping to cut down any kind of pilfering going on. Gives people a chance to see somebody down there. Waiting for him to make lunch. I think it's going good. He's had some challenges. Pepsi dragged their feet as far as setting him up. Just got his first big Vistar order in this week. Machines were looking sketchy and then the director brought that to our attention. Which we don't want. Kevin talked to him and simultaneously the truck came in. The machines are full now.

KEVIN MONK: The day the kiosk went down, and he's kind of had it on site ever since, has a square that he hooks up to his phone. He's able to still continue to do business. Of course with the kiosk most of the business in the kiosk is credit card anyway. It does accept cash, but it's only minimum amount he takes in every day for cash. He ran square for a period of time one of the days it went down.

STEVE DEBRUHL: He's got a good attitude. Working with Herb about a week. Get over there at 5:00 o'clock in the morning to learn everything. We didn't get a whole lot of love from the kiosk people. If we decide to do another location I think probably entertain, get some other providers. There was another issue. They did an update to the software, people swiped their card, wasn't showing up. Swiping again, swiping again. One person swiped like eight times. We had to get reimbursements from that. That took a little while. Everybody got paid back. It caused a lot of grief.

SHELLY LEJEUNE: Was he able to get his tax exempt from Vistar?

KEVIN MONK: That was part of the problem he was trying to get that through and one of the machines was looking bad. Talking to this one apparently he finally got it taken care of with Vistar.

CANDICE LINVILLE: Their tax exempt I think only last three years. If you are not watching their invoice all of a sudden you will start seeing tax on them again. It throws it back in the system. You have to reapply. That happened to me and I was like what. And she goes it only last three years. Might have been when Richard was there. He ended up taking care of it. It went on for a while before I noticed it.

FRANK GAFFNEY: Because PFG took them over that comes out of another state. Vistar doesn't even get a notice. Next thing is Hale Boggs, Steve took care of. Next thing is credit card readers.

STEVE DEBRUHL: Still pushing. Just got some for Rubicon. I don't know exactly what our penetration is. We're over 50 percent. I think something everyone should take advantage of. Cost you 5‑dollars a month for the program, for the service. What is it, 5 cents for transaction, but you charge 10 cents more.

FRANK GAFFNEY: That automatic update covers all the fees. That two tier system. You charge a dime. At Delgado Long Leaf was charging 25 cents a transaction fee. I charge a dime, automatic up charge of 10 cents which covers.

SHELLY LEJEUNE: It shows up on your report.

KEVIN MONK: Only one instance I heard of the credit card reader didn't pay for itself in the state, probably a very low volume machine. Only heard one person say it wasn't worth it and that was only one machine.

FRANK GAFFNEY: I talked to Shirley M and she has hers now and her business had gone way down and after she got the credit card readers in her business came back up and she saw where she was getting a lot of credit card people she hadn't seen before.

EARL HEBERT: The one I have at my stand at first wasn't using at all.

PINKIE HARRIS: I made 400 bucks on two machines last week. Just credit card sales.

KEVIN MONK: I just know what the research says. The younger folks don't carry cash. My two boys either one of them don't have a dollar. If somebody wants money from them they better put credit card readers in a machine.

CANDICE LINVILLE: My sales doubled when I put the readers. At Einstein I love that square y'all. I get a report every day and it tells me I can sit here and tell you everything I sold yesterday, how much coffees, how many bagels. It will give me a chart of where the spikes in my business were. Tell me my ratio of cash to credit card. New customers. It is phenomenal. I love it.

PINKIE HARRIS: We put our loyalty program on square. For my coffee program it's a two tiered system. For standard drip coffee one tier and specialty coffees is another tier. Each time you buy ten of one thing you get a free one. We have double punches on Friday. Last weekend we put it all in the square and now they get instant a text. We input all the coffee transactions into the square punching the loyalty points. It's all electronic. It has my logo. And you get, the customer gets a text. Thank you for your purchase you now have seven points to earn you next. We collected everybody's phone numbers. We have 300 people on our loyalty system. It's working out good. Fifty bucks a month to do it. For me it's well worth it. We were doing it manually, but it got so, disintegrating in like a month.

CANDICE LINVILLE: Why do you have to pay them to give away something free.

PINKIE HARRIS: It's so easy for us to track it. Instead of digging through 300 cards to find them.

STEVE DEBRUHL: I used to own a cell phone store and people come in when I first started I would keep track of all the phone numbers. Send a text out, thanks for your loyalty, come in get half off a car charger. Sometimes people don't pay the bill and get a new phone number. I sent one batch out, why are you spamming my phone and I got put on a list of being a spammer. May not be their phone number. End up crashing my thing.

PINKIE HARRIS: The guy that used to have my cell had a vape shop.

STEVE DEBRUHL: If you go through the whole process you can see exactly what spiral sold what. If you take it the next step further you can sit at your computer and say we sold six snicker bars, six MMs.

FRANK GAFFNEY: If you get a route that's the only way to go. Moving on. Lake Charles. Are we under water.

STEVE DEBRUHL: I10 is closed again miles out of Houston because barges came lose. That might help us over there. I think we have five weeks of uninterrupted service. Did about 2500 in gross sales for the locations. Fully expect it to grow more. M and M sales has it on third party. Seems like now once they open it up they on for a week and they realize the water system they had an in ground pump and the well. The well went dry about eight days so shut it down for another couple weeks and drill a new well. I think they were open five, six weeks uninterrupted. Now with this storm I don't know what is going to happen. About a thousand dollars worth of commission so far in the last two months. M and M sales out of Lake Charles is servicing the machines and coke services the coke machines. One Mr. Hebert was there before. Two days before we were supposed to open up he decided to retire. Kind of scramble. Paul did a good job getting vendors on it. We're going to run it probably another couple months and maybe put it out to bid at that point in time. The storage area is very minimum. When it does go out it's going to be as is and might have to get your own storage or own vehicle. Switch it up on Paul. Again, it's a state location and they really not, even though most people do, not legally obligated to give us a storage area. They pointed that out to us. It's a high volume location. Take a look at it probably two months.

KEVIN MONK: If a manager gets over and get climate controlled storage area somewhere to have stuff delivered off site or able to get a vehicle where they can have stuff delivered and keep stuff at appropriate temperatures it probably could be a pretty good location.

FRANK GAFFNEY: Depending on the federal prison a person who wants to move there now. Which is Donald Araby. One he asked me to find out about it. I told him you would be lucky if you have room to keep your candy.

KEVIN MONK: Maybe 12 by12 with other equipment in the room. Probably candy.

STEVE DEBRUHL: A lot of electrical panels. Kind of cuts the room in half. Moved the hot water heating and put that in the ceiling so that opened the wall. Probably enough for candy. The problem is it's over there on the Texas border. Probably 35 minutes outside of Lake Charles. Venton is the town closest to it. Probably still about eight, nine miles away. Not a whole lot going on. Probably self storage. A lot of people drive out there every day. A beautiful place too. Two months give you an update what we are doing. Started to finally get some revenue.

FRANK GAFFNEY: Any discussion. Moving on, Shirley B update. Michelle is not here. I don't know if Kevin or Steve.

KEVIN MONK: Not sure what that is.

FRANK GAFFNEY: The deal is they won't let state employees in so she can't sale to anybody. Unless you work in that building. Just going by that one.

STEVE DEBRUHL: The thing about these buildings they do set the policy for their establishment. The few times Kevin and I go we have to go through security and sign in and sign out. They let us up because we are there on strictly business. I think what happened was social services in there and some guy got in and confronted the counselor about taking the kid away. It could have been tragic. That's why they cracked down.

EMMA PALMER: Still wouldn't hurt to have a meeting and let them know about her hardship.

FRANK GAFFNEY: They have had lots of meetings. Michelle is still working on it.

KEVIN MONK: Office of state buildings OSB facility there and they are kind of in charge of the building and security. It's not necessarily anybody at the Iberville Building we can meet with. It's folks at OSB.

FRANK GAFFNEY: I think Michelle has been having several meetings at several times talking with different people. Put it on there to find out if she found out anything.

STEVE DEBRUHL: I sent a letter to OSB asking if there is any way around this or any suggestions they can make. I will explain to them. Put it in writing, what I will do.

FRANK GAFFNEY: Any discussion. Being none, next thing is the auction. What that is again, when I was putting this up figuring Baton Rouge areas for the meeting. That was Michelle was going to go out to the auction just to see how things were going once a month so I don't know if we can bypass that till the next meeting in Baton Rouge. Unless y'all have something on it.

STEVE DEBRUHL: Laronica we have the auction second Saturday of the month. She has been going over there doing hot dogs, water, drinks. She says she is doing okay. I don't know exactly have a dollar number. I can give you a better update next time we do it.

FRANK GAFFNEY: Any discussion? Moving on to new business. NASA update.

STEVE DEBRUHL: Eric and I went out there. They had the tornado out there and wrecked that big building where we had a lot of machines. Ended up losing a couple machines. Those people got dispersed to other offices. Since then they put a big wall of portable buildings. Almost parallel to the size of the other building. It's like in a field. They want us to put more vending machines out there. Running the power. Probably a drink and a snack and food machine. Close to Bobbie's storage room. Be able to take that and hopefully get some more business out of it. Probably end up knocking down that building. It's full of asbestos. Fenced off and gated off. The people are back on the grounds which is good. Business has been doing well since they brought them back in there. Should be next month he will have those three new machines in there.

FRANK GAFFNEY: Any discussion? Sounds good. Next thing is Chabert which was John. He's not here. So we'll move on. Mandatory training.

STEVE DEBRUHL: Something we really need to do. Probably do another regional training. My goal is to try to do it in August. Didn't get it done because we were doing other things. I think we have to do the regional training like we did before. I want to work with RSMAs and probably mid October before November.

KEVIN MONK: And topics, if there is topics you can think of that will be helpful. Not only to you but to other people in your area, whether you need it or not, something you think would be helpful to others throw it out.

SHELLY LEJEUNE: I have a question on training. Do y'all prefer doing regional or statewide where we can probably get Terry to come down.

STEVE DEBRUHL: The issue with that paying for travel and everything else. Kind of got away from that because of the expense.

KEVIN MONK: Let me find out Shelly if that's a prior approval thing for all managers to travel. I know like for you guys to travel here is prior approval. Let me find out if an all managers, like mega whatever meeting in Baton Rouge, or whenever y'all want to have it, is a prior approval. I am not certain about that. I am thinking it might be.

MELISSA BAYHAM: That's not a terribly big deal. It's just paperwork. Unless it's something out of the ordinary RSA typically approves those.

KEVIN MONK: We just have to come up with a dollar amount we think.

MELISSA BAYHAM: Once you pick a dollar amount you have to stay within that.

KEVIN MONK: If we pick 30,000 and it comes in at 40. Probably pick high and hopefully it comes in under that.

STEVE DEBRUHL: One way we get everybody together is teleconferencing.

MELISSA BAYHAM: Zoom.

STEVE DEBRUHL: Set up in every regional office. We have had those statewide for LWC. Everybody goes to their own conference room and communicates. Might be an opportunity for Terry. Terry is a good speaker. He knows everything. Would be good to have him. Maybe we can do it that way.

KEVIN MONK: One of the things I noticed whenever we did the everybody trainings is I found there was so much conversation, so much else going on in the room, people getting together that hadn't seen each other and so much conversation going on it was almost hard to hear the speaker. And I have heard that's not as much of an issue with the regional training and so that is to me one of the benefits of doing the regional. But if you guys want to try another one we would be open to it. Let me investigate and figure out if it's prior approval.

FRANK GAFFNEY: That conference call, I am on a conference call every month with Terry Smith. They have a system that we would have to use. Everybody is muted and then you have to, when the speaker is not going they will ask for questions and you have to push star nine and the operator come on as an opening comes open and then your line is open where you can speak. You don't have that everybody talking at one time and you can't hear what they are doing. Somebody, especially with our managers, have their phones on, people behind them talking then you can't hear it. That system works real well.

SHELLY LEJEUNE: Only in a conference call.

STEVE DEBRUHL: Video call you can see who is talking.

FRANK GAFFNEY: They just started using that system not too long ago. Any discussion? Moving on down the line. The stickers for the credit card readers.

STEVE DEBRUHL: I sent everyone an email to provide you with stickers. When it takes credit cards a legal disclaimer. Typically they came in the box with the readers. We printed some up as well. If you don't have them talk to your RSMA about them. Says the price reflects the cash price. If it's 1.25. If you're going to charge 1.35 you have to put a disclaimer on there. You are looking at the cash price, it's an additional fee. Typically they come in the box.

FRANK GAFFNEY: They don't.

STEVE DEBRUHL: I found some that do.

FRANK GAFFNEY: Some will have it. And some what's on there is confusing and such small print that people can't read it. They choose not to.

CANDICE LINVILLE: The big one I find that confused people who put a debit card it is going to authorize for a larger amount just because they want to make sure you have the money and then they are sitting there, they took this money out. No, they are just authorizing. It will fall off.

FRANK GAFFNEY: That's the other sticker that you can get.

CANDICE LINVILLE: But they don't read the stickers.

PINKIE HARRIS: The other thing I have if they swipe it and don't get the product then they think you took the money from them. You have to go through the whole thing and it depends on what bank they have how long it's going to take for the transaction to fall off. Can I please have a set.

CANDICE LINVILLE: The coke machine, the glass front, if you put a credit card in, if that drink does not dispense, they are not charged.

PINKIE HARRIS: But it will show up as pending for one to three days depending on your bank. Some people are new to technology.

FRANK GAFFNEY: Any discussion? Update on River City.

STEVE DEBRUHL: Delgado's new campus out there. They have more students out there. Sandra is doing the machines. Two machines there. Two snacks. Coke has a deal with Delgado. They have the coke machines. I talked to Sandra the other day. Things are picking up, but still not much. They had 25 staff and about 40 students last semester. They should be up 150 plus this semester. Want us to open up a snack bar. Until they start hitting the vending machines. It's a beautiful campus. Spent about 20 million bucks on it. Transferring the beauty college out that way. Still very low volume location. We're poised, got the space, storage there. Whenever it gets to be the point you can make money on the snack bar. Not in a hurry to open it up.

FRANK GAFFNEY: Any discussion? Next thing on the list, healthy vending. Any updates from you?

SHELLY LEJEUNE: No, not really. That could be a topic to be brought up at some type of training. I am sure not everyone is doing it.

EMMA PALMER: Weren't we supposed to get a list of stuff.

CANDICE LINVILLE: We got a list. Two meetings ago I think it was.

STEVE DEBRUHL: Vistar has stuff they sell in schools.

SHELLY LEJEUNE: One time sent a list of 25 best sellers.

EMMA PALMER: You have managers that don't shop at Vistar.

SHELLY LEJEUNE: Personally I found a lot of items not on the list that do better. Like the Quaker, two or three different things. Quaker cheddar and Quaker breakfast cookie, that sort of thing.

STEVE DEBRUHL: We haven't heard anything from Division of Administration about the healthy vending. I think that has died a natural death.

FRANK GAFFNEY: I believe it's died nationally. These meetings I am having it's not being brought up at all.

SHELLY LEJEUNE: Probably because I put fit pick signs. Seventh floor I have all the stuff healthy vending and stuff. Probably think everybody is doing it now.

KEVIN MONK: Keep trying to offer things.

FRANK GAFFNEY: Any discussion. Next thing is sage brush pre approval for registration.

KEVIN MONK: I will be doing that within probably the next week or so for the pre approvals for next year. It seems we had enough money for this past year so I will probably be asking for the same amount. I believe registration for up to ten people to attend and this year we put in for I think sage brush and/or blast. Probably be asking for the same thing.

FRANK GAFFNEY: Falls under upward mobility training. Any discussion? Baton Rouge post office update.

STEVE DEBRUHL: Baton Rouge post office came open. The only person applied was Zora Brown who was a recent graduate from our friends at able over there. He lives in New Orleans. He's actually from Baton Rouge. In the process of trying to find a place to live in Baton Rouge. LRS has helped him with his transportation. Actually commuting from New Orleans to Baton Rouge five days a week. Not really sustainable. Trying to find a house. As of yesterday he doesn't have a location in Baton Rouge. That location is not a very good location. Got a very good attitude and wants to make a go. Got to try to find ways to help increase sales in that area.

SHELLY LEJEUNE: I had a message from him yesterday. I spoke to him he said yeah, it is slow, but he wants to thank everyone in the program for giving him the opportunity to work.

STEVE DEBRUHL: He's a hard worker. His wife is in the hospital as well with some issues. Spending the night in the hospital, waking up and driving to Baton Rouge. Like to see if we can come up with some ways.

SHELLY LEJEUNE: He has a great attitude.

CANDICE LINVILLE: What is in that area to give him more opportunity.

STEVE DEBRUHL: A couple federal buildings across the street at the court house. Brian had one a while back. Serve breakfast, come over from the court house from outside the post office. He has been putting out fliers. He's only been in place day after Labor Day. Only been a couple weeks.

SHELLY LEJEUNE: When Patrick Babin was there he had reached out to several buildings.

STEVE DEBRUHL: Not a whole lot at the end of the street as far as food service locations. Going to try to focus on coffee too. Working with community to get some better coffee.

PINKIE HARRIS: PJs had that machine I was looking at. Not the greatest quality, super automatic. We were working with this chick named Gabby who was very sketchy. I don't know in that area it might be better. That is a good program if you don't want the initial investment.

STEVE DEBRUHL: A lot of money in coffee at that table over there.

FRANK GAFFNEY: Any discussion on the post office?

CANDICE LINVILLE: Is this in the lobby. Can he serve to anybody.

STEVE DEBRUHL: It's open to anybody.

SHELLY LEJEUNE: When you walk in sort of to the right. Actually you can't see it when you walk in.

STEVE DEBRUHL: Always been a plumbing issue over there too. As long as you leave the hot water dripping overnight tends to do it. Post office is never going to do anything as far as that goes. Just have to make sure don't put too much grease in the drain. Tony did that and we never had any plumbing issues. We did change the grease trap. The reason we had to change the grease trap because the previous manager didn't do it.

FRANK GAFFNEY: Next discussion, military base vending. Which we discussed Fort Polk. The rest of them being included which is the other bases. Which will be, works under the same permit system, right.

KEVIN MONK: Yeah. If you go for the vending you do the site survey and request the permit and go from there.

SHELLY LEJEUNE: Kevin since we received the money from Fort Polk can you begin the process.

STEVE DEBRUHL: Yes. We just got that money yesterday.

FRANK GAFFNEY: Third party locations.

STEVE DEBRUHL: As far as any new ones coming up, got a few requests from GSA. One has like 13 employees, one has 20 employees. Do you think 20 employees is enough.

CANDICE LINVILLE: No.

STEVE DEBRUHL: As far as that third party location been working with the City of New Orleans administration and actually been pretty good with us. There was a VA hospital adjacent to city hall. Move people from city hall into that building. Right now there's a 500 space parking garage. They want us to put two machines in there. Attach to Tony's location. Also have a homeless shelter around the corner talk about us putting locations over there. Before you dismiss it. Through that conversation the parks and parkway commission contacted us. They have a location in Gentilly and they want a snack and drink machine. 65 people over there. A lot of guys cut the grass. That's one we had to put out for third party. In Gentilly we don't really have anybody close to that. They were also buying their stuff at Sams. She wanted to make sure the cokes didn't go for 50 cents. Showed her Tony is charging 2‑dollars and 1.25. We can extend this price to them. Kind of cooled off a little bit when I told them the price. Last thing we want to do is undercut Tony at city hall. Waiting to hear back from them. The other thing Syngenta that chemical company in Geismar. Michelle and I met with them. Currently have a food truck. Pitched them the idea of Randolph Sheppard. They did reach out last week. The woman said they are still thinking about it and trying to get some consensus at the plant. That is still active. That wouldn't be a third party. That would be a new location. A huge place at the end of the road in Geismar. 1600 people on campus. Between employees and contractors and add them all together. They have vending machines out there being served by Ten M. Can't have the food truck parked in front of the place. It's a couple miles. Some guys in the back of the place take them an hour to walk to the snack bar anyway. I will find out about that hopefully by the next time of the next meeting. One thing Eric and I have been doing is all the addresses of the coke machines, the physical locations. Now we're going to start reviewing that. Now that we know where we are, we know where we are not. Not enough for a manager, but we should have a vending machine.

KEVIN MONK: While we are on that topic of vending third party and all that, I think Frank and Shelly y'all might have some information on maybe some coke pricing or some conversations y'all been having about coke pricing.

CANDICE LINVILLE: Too high.

SHELLY LEJEUNE: Right now waiting for Pepsi to come back to us and waiting for coke to come back. Pretty much made the initial start.

STEVE DEBRUHL: I talked to Pepsi. You would think Pepsi would be cheaper. But in the case of Pepsi cola like 24‑dollars a case, 22 in New Orleans. They have a big rebate program through RSA. This month might be two dollars a case. But you only get that through Pepsi or Vistar. A lot of our people don't buy through Vistar.

PINKIE HARRIS: Only based on your growth too.

STEVE DEBRUHL: I sat down with Pepsi. Their tea was more expensive. Only thing was cheaper was water. Pepsi came back to me. He is going to be out of town this week. He says they'll talk about it. They want to get a lower case price to start with. Makes no since to jump to these hoops just to get to what coke is charging us now. We only have nine to ten managers buy Pepsi as it stands. They want us to increase participation. The reason we went to Pepsi the first time try to leverage them to get better prices from coke. But coke already has better prices.

KEVIN MONK: If Pepsi really wants to come to the table and be a player here they have to step up to the table and do better in what they are doing if they want participation. Because Tony in our building he placed a 500‑dollar Pepsi order and still waiting on it as of yesterday.

STEVE DEBRUHL: When I was at this meeting with David from Pepsi that was two weeks ago. We're finishing it up today.

FRANK GAFFNEY: Pepsi is bad statewide.

STEVE DEBRUHL: Come to find out as far as third party thought about putting a Pepsi machine next to the coke machine some of these third party locations. Only place they have their own machine is Frank's neck of the woods. If I want to put out a bid to Pepsi they are going to turn around and go through Refreshment Solutions or Ten M vending. Only where it could be really competitive is North Louisiana.

PINKIE HARRIS: I think in our neck of the woods the only person I know that does any kind of business with Pepsi is federal city.

STEVE DEBRUHL: Right. And they are one of the biggest distributors.

FRANK GAFFNEY: Not with the Pepsi vending machine.

STEVE DEBRUHL: One thing I talked to them about. They provided four, five single coolers. I called coke, Pepsi is making us look bad. Coke is going to give us the same amount of coolers. We removed the shelving at federal city. Been using it for storage. The colonel doesn't like the way it looked. Instead of just storing it on the shelf let's store it in the cooler. Federal city is dropping electricity for us. Might be done today. Coke is going to deliver a cooler. Coke did give us a new monster cooler. Everything is standard size now.

FRANK GAFFNEY: That machine they brought him 2‑foot wide maybe 5‑foot tall, it's Dr. Pepper. Not monster.

STEVE DEBRUHL: I haven't seen that one.

FRANK GAFFNEY: They just brought it the other day.

STEVE DEBRUHL: Federal city is an issue too with the fact we have had conversations with them. They were looking for more variety. That's why it's important you take care of your business. They went out and got a food truck. Talked to them about the food truck coming one day a week. Brought it up to them. Their complaint was not enough variety, this that and another. Told them we don't approve it, don't get permission to have that food truck. I don't understand the rationale. Make improvements in the snack shop. Made a lot of improvements over the last month or so. Physical, look at it. Working with Mike on a menu. Business has been picking up for him. The food truck is still out there. Now coming two days a week. An issue we're addressing with them.

CANDICE LINVILLE: There is no reason not to have good food nowadays. It doesn't take a chef. You can get anything and everything precooked from Sysco, PFG, whoever that is a good quality. I am talking taste good and going to be across the board the same every time.

STEVE DEBRUHL: Plan the menu out.

PINKIE HARRIS: You can't mess with taco Wednesday there.

STEVE DEBRUHL: About that base they say there is 1800 people. At least a thousand. People are from all over the country. They don't know anything about red beans on Monday. Got to be open to who your market is. Working on getting feedback from the place. Things have been picking up.

FRANK GAFFNEY: Any discussion? On all the subjects. Outside catering, legal opinion. I believe that is we were talking about things we had, several different things, one of them was in our catering we take food to a location and not paying us to serve it. They just drop it off and leave it. And if somebody comes up getting sick who is the responsibility on.

STEVE DEBRUHL: Just so I am clear, talking about somebody outside of Randolph Sheppard manager catering a facility.

FRANK GAFFNEY: The other way around. I will use Herbert. Herbert cooking the food and delivers it. They want it delivered four or five hours before the event.

SHELLY LEJEUNE: Isn't he delivering it to another Delgado site.

FRANK GAFFNEY: Yeah. But Herbert is not serving the food. It's just left there.

STEVE DEBRUHL: Is he going to be libel if someone gets sick.

KEVIN MONK: I am no attorney, I don't know. I would think if he took it and dropped it off and he is not serving it to the people if they wait 30 minutes or five hours that's on them. But I am not an attorney.

STEVE DEBRUHL: Might be good to have some kind of disclaimer. Like the nursing school they have a kitchen with refrigeration, microwaves. If it sits on the counter. Dominos delivered me a pizza and I let it sit on my counter two days and I eat it, which I have done before. That's going to be on me. Might be something addressed on the front end.

FRANK GAFFNEY: Another thing they had the food and wanted us to serve, be there to serve it, but we didn't prepare it. Somebody else brings the food, but they want us to serve the food, be servers. Then who is responsible.

STEVE DEBRUHL: That goes back to John doing the baseball fundraiser.

FRANK GAFFNEY: These are just questions that came up.

KEVIN MONK: I don't know I as I manager I would want to touch something someone brought to me.

SHELLY LEJEUNE: I wouldn't touch it.

STEVE DEBRUHL: That's what happened at Delgado.

SHELLY LEJEUNE: If they want to hire those workers it would be their responsibility. Can't just tell them to go serve it. If they want to go on an outside job let them do it on their own.

STEVE DEBRUHL: In that case for the baseball team and fundraiser. We don't want to have any liability.

SHELLY LEJEUNE: You can be nice to an extent.

FRANK GAFFNEY: Any other discussion on that.

PINKIE HARRIS: If you are the manager at Delgado don't you have some latitude to negotiate the contact with said caters.

STEVE DEBRUHL: You are the catering.

PINKIE HARRIS: Wouldn't you negotiate the liability.

FRANK GAFFNEY: That is why this question is coming up.

KEVIN MONK: It would have a bigger implication because if it's a general liability it can affect anybody in the program.

STEVE DEBRUHL: City park campus and sidney collier. Typically go through city park campus to cater these other campuses. When you transport, whatever else. If you get it there hot and it sits there on their end.

PINKIE HARRIS: If it's a drop off job your responsibility ends there. I worked for a catering company a long time ago and that's how it worked if you drop it off and you are not staying there serving it, when you drop it off it's within the right holding temperatures you are set.

FRANK GAFFNEY: We had one episode they ordered something. And then the delivery time was like four hours before the event. It was left there. And then they got upset, say they got upset, because there was no warmers on it. Now you are in a catch 22 again. You put warmers under there and you are not there to sit there and watch it and you are going to leave the warmer on there for four hours. Then what happens.

STEVE DEBRUHL: Mike actually found a set of the flame you put under the pan like a heating pad. It's supposed to stay warm for two hours. We brought some of those for Herb as well. But you are right, if they want it at noon and not serve it till four that's on them. As long as they have refrigerator to keep it at the proper temperature. That all needs to be set up when they place an order. Same with utensils. If you want somebody to serve it, don't serve it. Should all be on the contract. Then you have the student government association. A lot of what it is. SGA sidney collier school wants this.

FRANK GAFFNEY: I think Herbert has some meetings next week.

CANDICE LINVILLE: And we just got a new temporary dean. Now your contact, your vice chancellor for city park. She likes us, an advocate for our program. Tameka Duplessis is her name.

STEVE DEBRUHL: Delgado did go out to bid. Tuesday we have a tour. Three people showed up. Herbert, Reado, interim manager, Hasan, the new manager, and Alex George. The deadline for those applications is next Friday. That is a level four or high facility. Tag manual, according to the tag manual we need to do interviews. Once a time, the lady at Delgado, she wanted to be involved with the interview process. But since she is not there anymore I think we will handle it like we always do.

FRANK GAFFNEY: Any other discussion? Moving on down the line. Next thing is open discussion.

STEVE DEBRUHL: Who buys Pepsi in here.

EMMA PALMER: I do. Twenty‑four‑dollars. They just went up to that.

STEVE DEBRUHL: How much of your sales, what percentage is that.

EMMA PALMER: Doesn't sale fast because I probably order from Pepsi every two weeks. Most of what I sale is the mountain dew in the can.

STEVE DEBRUHL: Who wants to sell Pepsi? I don't know if there is much to be done with Pepsi. They want more share. Cause right now we have nine people. Talk about getting a lower case price. It doesn't sell as well as coke does.

FRANK GAFFNEY: Pepsi burnt themselves throughout the state with the service they have given. Any other open discussion?

STEVE DEBRUHL: I will get back with Pepsi and see what he has to say. I don't think it's worth the effort.

FRANK GAFFNEY: I don't see them really committing to do it.

STEVE DEBRUHL: He was going to send me Monday a case price. Meet with the finance department. They want to work with us. But they don't want to lower the price. I don't know what that means. Not much really. We had a manager removed from Baton Rouge this week for a culmination of a bunch of issues. Poydrus location. OSV finally a series of incidents and they requested he be removed from the location and removed from all state buildings. Again, if you look in the standards of operations 28 if the host requests you be removed with cause we have to adhere to that. There was cause. We did adhere to it. Right now that happened Wednesday afternoon. In the process of cleaning the place up. Ricky P is going to help us out to get it back open again. But that is probably going to be going out to bid here in the not to say distant future. I will just say we have priority to be in these locations, but they don't have to have us here. Don't have to have a specific manager there. There was an incident that almost came to fruition there. Prior to his removal had to peal something else off of that location. If you have a vending machine, fill your vending machine, take care of your customers and go home and be happy. Doesn't ever pay to be confrontational with the legislative auditor's office. Just leave it at that. Another issue we have had is children in locations. School is back, which is good. Again, it's in the tag manual, standards of operation if you have an underage child they are not to be in the snack bar. If you have a 16 year old son, legal working age, more power to you. Children can't be brought to the location and stay in the kitchen. That's part of the deal. Anything Kevin?

KEVIN MONK: I think that covers it.

FRANK GAFFNEY: Any other open discussion? Moving on. Subcommittees. Really there is nothing going on in the subcommittees right now. Move on to district concerns.

CANDICE LINVILLE: The only concern that came out in my area was from Mike over at federal city. He would like to know if the committee could do anything to help the Saints out since Drew is out.

PINKIE HARRIS: Yeah, I guess John is the only thing in my district. But I guess we will deal with that later.

STEVE DEBRUHL: I will say this about John, I know he is not here. He is back at Chabert. There was a lady Donna who was our contact there for the longest time, been there forever, knows John. She wasn't really greeting him with open arms on his return. She decided to take her talent somewhere else so she left a couple Fridays ago. John's disposition has improved tremendously since then. Called Mica, one of his complaints were they were selling chips in the little gift shop there. According to John selling off brand stuff you buy at the dollar store. They decided to do away with the chips. John is happy now. I don't know how long that will last. My understanding was he was doing okay.

PINKIE HARRIS: He is over his all trying to close his place and go all vending.

STEVE DEBRUHL: He did give us a check for his inventory from Delgado. He owes a little money and he's paying that back. Business has been picking up for him. He seems to be doing okay.

CANDICE LINVILLE: Didn't he have six months.

STEVE DEBRUHL: Not just him. If you leave you have six months to pay it or work out a payment plan. If you still owe money after six months you go on probation until you satisfy that debit. He did make a nice payment today. That's about it. The predecessor was there having major issues. John has turned it around. He seems to be doing okay. I plan on stopping there on my way out. I thought he would be here today since he lived in town. Duty calls.

FRANK GAFFNEY: He was coming then he called me back said he had personal business to take care of. Ricky and Shelly and neither one are here. Anybody know of anything in those two areas? Anybody heard anything?

STEVE DEBRUHL: District three what I talked about just a second ago. One other thing over there is Department of Corrections. That falls in one of those. Michelle and I have a meeting with them again on Monday. Trying to do a redevelopment of the location. We did install, we bought a hood and they paid for the installation and things of that nature. Ever leave we take a hood with us. Ordered equipment. They are saying they want us to bring the equipment, put it in place before they run electricity to it. We don't typically do that. Nobody does that. When they build a Wendy's they don't put a stove and then build around it. We're at the point going to meet with them on Monday. Janice's location. Capacity to have a grill. Been cooking in there with no vent and the whole place smells like hamburgers. They want us to enhance it and we're enhancing it. They are running all the electricity. Any kind of infrastructure we can't pay for by law. They are going to do all the electricity and plumbing and things of that nature. Hopefully that is going to help her increase her sales over there too. Hopefully by the end of the year we have all that in place. The equipment has been ordered. We don't have anywhere to put it and plug it in at this point. Set it over there for a week, I guess that's what we are going to do. It doesn't make sense to pay 12,000‑dollars for an auto fryer to sit on a shelf waiting for the power. I will give you an update on that next week if I have anything. Also another meeting on Monday with Brian from LWC. All these locations we have they are under, for our equipment, under office of risk management. Every year we try to update all the locations, not just us, but like Melissa's regional office, things of that nature. One thing we have to keep track of too, and meet with him when we do move stuff out of a location, adjust the inventory. Working on a scheme, a plan for that. Everything is covered. There are some locations when we add locations we need to make sure it gets put on the insurance. As it stands now we're in good shape with that. Hey Shelly, any district concerns.

SHELLY LEJEUNE: I have two of them. One of them I think I already said it, Zora Brown that was already mentioned. The other one is Shirley B wants to thank y'all because she is really enjoying her machine.

FRANK GAFFNEY: At the warehouse while I was there I got three more vending machines working and got six more sent for repair. Has been working out pretty good so far. I got one tested, come back from Michelle. I got six of them tagged to go out. And I think three of those are refrigerated.

STEVE DEBRUHL: Frank has a machine for her. George is going to Shreveport to go see Frank I guess Monday and Tuesday. I think Wednesday or Thursday he is set up to deliver that machine so she can get more enjoyment. Frank, what do you think about the machines in the warehouse. Talk about the door.

FRANK GAFFNEY: And Shelly will know what I'm talking about. Something new just come out. New, but it's old. On the AP machines a while back the vendors exchange came up with a replacement door for the AP machines which has all new glass, all new equipment, all new boards. If you look at it from the front it looks like a brand new machine. They didn't make it for a 130 series which is what we have. Now they have. Matter of fact, the person that repairs our machines in Alexandria he is a test subject on it. He is doing testing for the 130 series. It's all updated. All the newest. Even the stuff comes out compliant with ADA. And one of our main problems was the tub. We couldn't buy tubs anymore. In this new door it comes with a steel tub. It's more securely built. An option we can look into.

STEVE DEBRUHL: Does it have LED.

FRANK GAFFNEY: LED lighting.

SHELLY LEJEUNE: The ones I saw multi colored.

FRANK GAFFNEY: If you wanted they have different wrappings like on the top decals they make might say Louisiana Blind Vendors or something like that put on the machine. Just different things.

STEVE DEBRUHL: Door and also the computer board. Everything you will need.

PINKIE HARRIS: I will be a guinea pig.

FRANK GAFFNEY: Like 1,200‑dollars. I just found out about this yesterday. Haven't had time to call the vendors exchange because they are the ones that do it. Find out what it cost. Exactly what comes with it. Get that information and get it to Steve just to keep it on hand.

STEVE DEBRUHL: They are all 4,000 plus. We got a lot of vending machines. A lot of them do look old.

CANDICE LINVILLE: The doors we have now it's all plastic. All they have to do is barely push the glass and it strips the screw.

FRANK GAFFNEY: I checked on it about four years ago when it came out. They didn't make it for 130 series. Now they are. It's Js vending in Alexandria. What it is we dropped the machines it cost us less because we drop the machine at his warehouse and he works on them in his spare time and so it's not a rush, not a big charge on it. When the six are done he calls and we go pick them up.

CANDICE LINVILLE: How long does it take them to get one done.

FRANK GAFFNEY: Depends if we want to push it or not.

STEVE DEBRUHL: He brought two of the ones last time the doors were not hung right. He's going to fix them. Yeah, maybe we start doing that with those doors and swap them out.

FRANK GAFFNEY: Plus we just got rid of how many pallet loads of paperwork. It was all in the warehouse. It made it impossible for me to even find stuff. Now that all that stuff is out I found more vending machines.

SHELLY LEJEUNE: One thing that is so good about the new doors, especially the AP machine, not that they look so good, the older doors are heavy. I am sure a lot of people had trouble closing and opening.

CANDICE LINVILLE: Three weeks ago I couldn't close my machine. The door or the legs somebody shifted it. I couldn't figure it out. I was afraid top open it because I was afraid I wouldn't be able to close it. I called Mica and he sat there trying to figure out what it was. The way when they hooked up the credit card reader they taped the line with the plug up through the door and the plug is black, the inside the machine is black, I didn't see it. The plug was hitting and stopping the door from shutting. It just took patience and sitting there and vision. He was like I have never seen this before.

FRANK GAFFNEY: One of the machines I was working on when I plugged it in there was a credit card reader on it, the credit card was flashing. I had my wife Pam use her credit card and scan it. It accepted it. Somebody is paying the service fee for that credit card reader. That's when people don't look at their reports. Now I got the number off of it and try to track down whose credit card reader it is.

CANDICE LINVILLE: Herb told me John was supposed to, or both of them, and he said everything in the beginning was going straight to John. I said well did you tell him you want your money back and he goes no, I am not even going to worry about that.

STEVE DEBRUHL: Whenever we do a switch like that we had lag time at LWC with Tony. In a case like that Herb really needs to make the request. We have a form letter, have Herb sign, we process it in. We can't tell them. Herb has to say I want it transferred.

CANDICE LINVILLE: I got a machine out the warehouse whenever we put the one upstairs and I plugged it in it had been in the warehouse for over a year and it was going to John. John never had disconnected it. He had been paying the service fee. But also was getting my sales cause we didn't know it was still attached to a manager. Nor did John.

STEVE DEBRUHL: Maybe take them off might be a way to solve that. Seems like John is the only one to have this problem.

FRANK GAFFNEY: Taking them off is easy. Another concern in Baton Rouge area is Shirley M wants to know if Michelle has gotten any of that cleaner yet for the shelves.

STEVE DEBRUHL: Yeah, I will make sure she gets a can.

SHELLY LEJEUNE: Michelle tells me it's in the trunk of your car.

STEVE DEBRUHL: It was. Afraid my car was going to blow up. It's highly flammable. I will check on that. We bought it and also the blood vomit kits. I will follow back up on that one.

FRANK GAFFNEY: Next on the list is Earl.

EARL HEBERT: I called everybody. Nobody had any concerns at this time. Everybody said it's going good.

FRANK GAFFNEY: Next one is Herb. The only thing on that the one is of course we already discussed Lake Charles and the other one is his location cause they keep closing it down. I don't know how much machines is left now. I know four machines they just picked up sitting in the warehouse. Talking about Donald Araby. I said the wrong name. Apparently they closed his best location. From the way I understand it it was outside workers in a state building and so they moved. So they moved to a non state building, not state employees, so we couldn't move with them. He is down to about nothing. David was supposed to go going down there to check on something. I asked Donald and Donald said he didn't come. I don't know what that was. That is why he was asking about if we had anything on Lake Charles yet. Just down to nothing. I have asked David to find out about a location, and nobody knows, a location in Shreveport, a mental hospital and we just happen to be talking about it and we said is that a state hospital. It's Brentwood and David is going to check on that. That's right, he doesn't know if it's state or not. If it's state facility whether we have any vending machines in there or not.

KEVIN MONK: If it is there is some exclusion in the law and I would have to go back and read it. Has to do with state hospitals with 24 hour care. Something is in the back of my mind that says there is something in there about that.

STEVE DEBRUHL: An exemption Department of Health and Hospitals. Sort of like Mandeville used to be.

FRANK GAFFNEY: Did that affect vending machines or the cafeteria.

KEVIN MONK: Have to go back and reread it. Something in there about it.

EMMA PALMER: I spoke with Willie. Said he got his check and waiting on the next one. Craig wanted me to bring up to everyone since there is a lot of festivals in town he want to know if we could get a food truck, something like a chuck wagon that the vendors can use and also about the insurance on doing something like that. Just him trying to increase his business somewhat.

FRANK GAFFNEY: If you are going to do any of those festivals you have to have million dollar insurance policy.

STEVE DEBRUHL: We went down the food truck before.

EMMA PALMER: I told him they had do the food truck and they weren't going to do it. I wouldn't know the cost of a chuck wagon like ABL have. That was it.

STEVE DEBRUHL: State law provision of this section, which is priority section, shall not apply to any 24 hour residential healthcare facility within the Louisiana Department of Health.

ROCKY MARCELL: Is that the new one. I remember when we passed that it was for residential facilities, not full service.

STEVE DEBRUHL: Shall not apply to any 24 hour residential healthcare facility within Louisiana Department of Health.

ROCKY MARCELL: That language was specific for the Hankel Home in New Orleans. I think one other one in Pineville that fell under that. They were supposed to be residential hospitals.

PINKIE HARRIS: That Brentwood place would probably be residential.

STEVE DEBRUHL: We're in other mental health locations too.

KEVIN MONK: Don't hurt to ask.

EMMA PALMER: Brentwood only stay a certain amount of days.

FRANK GAFFNEY: It's a rehab. Next thing is date of the next meeting. That will be December and we have the 6th, the 13th, the 20th and the 27th. The 13th has been nominated.

KEVIN MONK: Make sure it's going to be available and let you know Frank.

FRANK GAFFNEY: Before I adjourn this meeting I want to thank Melissa for coming down. I appreciate that. Do I hear a nomination.

SHELLY LEJEUNE: Wait. Also we want to thank ABL for letting us come here today. It's their convention. Travon wanted to make sure everyone was welcome to stay for the whole weekend. And have fun.

FRANK GAFFNEY: Do I hear a motion.

EMMA PALMER: Make a motion.

SHELLY LEJEUNE: Second it.

FRANK GAFFNEY: All in favor. Opposed. Take five minutes.

Call to order. The trust fund. Call to order roll call of committee.

EMMA PALMER: Emma Palmer, Shreveport.

EARL HEBERT: Earl Hebert, Lafayette.

SHELLY LEJEUNE: Shelly LeJeune, Baton Rouge.

CANDICE LINVILLE: Candice Linville New Orleans.

PINKIE HARRIS: Pinkie Harris, New Orleans.

FRANK GAFFNEY: Review of agenda. Nobody has it. I say it's here. Approval of minutes. Me and Shelly both read those. Next thing I got on there, new business is trust fund monthly income and distribution and trust fund balance.

STEVE DEBRUHL: Currently the balance 666,114.85.

KEVIN MONK: There is another 120 out there somewhere we are waiting for.

STEVE DEBRUHL: Expenditures 177,486. I thought we were doing great on our stipends, but we have hit a few snags. I think Pinkie we had to put a stop payment for hers. I think we only got a couple people still waiting to get paid.

KEVIN MONK: We approved three or four this week.

FRANK GAFFNEY: A lot of it when I got my call and reported mine not there cause I waited a week after Emma got hers. Then when I finally got it a post mark on it only took me 14 days to get it.

PINKIE HARRIS: I have a feeling mine has to do with mail delivery.

SHELLY LEJEUNE: Somebody else went several places before they got it.

KEVIN MONK: I had several calls I look in the system and I see where it was cut, the last entry was like August 19th, 20th, it's early September and they still hadn't gotten it. We can go through the stop payment process, but if you get it tomorrow that check is no good. I encourage them to wait a couple more days and see. Invariably it generally shows up.

FRANK GAFFNEY: We just have a great mail system.

SHELLY LEJEUNE: A lot of the cases people are not checking their mail and they are not sending their waiver as soon as they say they are.

PINKIE HARRIS: I actually did.

STEVE DEBRUHL: When you have to put a stop payment that is a pain. I know like Robert S I remember signing his, but it never made it back to Chauntey. I scan everything so we always have back up. That was the only one. I think two people total. Sam and Robert.

FRANK GAFFNEY: And Paul Hebert.

KEVIN MONK: He's in there.

FRANK GAFFNEY: Monthly income and disbursement. If we're sitting 600 something thousand and paid most of the stipends we're not looking too bad.

EMMA PALMER: Does that include the 120.

STEVE DEBRUHL: No. Plus I am chasing some dead beats. I got some more money coming in. Eric has been keeping good track of everything. We have 320,000 total commission last year. Of which 236,000 on state property and 77,000 on federal property. That number closer to like 380 when we are all said and done. One thing I did want to bring up the fiscal year is over at the end of September. The annual report is due by December of this year. More people looking at it this year than last year. To make sure we have enough time, submit it in a timely fashion try to finish it earlier this year. The only way we can do that if we have everybody's numbers. The clock starts at midnight. Make sure you do your inventory. The sooner we get it the sooner we can complete our report. The federal fiscal year. End of September. A new year will start October.

FRANK GAFFNEY: Two fiscal years state and federal.

KEVIN MONK: And the calendar year you do your taxes on.

STEVE DEBRUHL: The federal fiscal year is what the report is based upon. Most everybody is up to date on the paper work. We need that inventory. Make sure everybody has their forms.

FRANK GAFFNEY: Have we got a location, are we still working where the vending machines are.

STEVE DEBRUHL: Sure. Eric he sent me an email. Apparently he has it hooked up with google maps so we can pull it up. I will send you an email. He has been working hard on that. Try to fill in what we don't have.

FRANK GAFFNEY: Unfinished business we just took care of blind vendors trust fund source of revenue. That's it. Open discussion. Any questions?

STEVE DEBRUHL: We have to put in again for prior approval. I think we asked for 150 this year and we didn't spend near that. I think we're still going to ask for that for equipment purposes. That's above and beyond the training and sage brush. We had pretty good luck. I think it depends on your RSA rep.

KEVIN MONK: We just try to sit down and project as best we can. Double auto fryer 12 grand, obviously that requires prior approval. We try to sit down and figure out a number and go a little higher than that. Anyway, we have been very lucky to not have to go back and ask for more.

STEVE DEBRUHL: The only thing we need prior approval on is anything in excess of 5,000 bucks. 3,500‑dollar cooler or freezer we don't need prior approval on that. Still have to bid it out. In the states prospective. Don't have to get RSA involved. The only time are items over 5,000. Most of the vending machines were below that. Now most of them are knocking on the door. Last year I put ten outsiders. I think we bought one or two. Still ask for that. We have that in our pocket if we need it.

FRANK GAFFNEY: Have to start buying without coin mecs.

KEVIN MONK: You have to include everything that is attached to the machine is part of the machine. There is no way around it. If you attach it to the machine and together it's over 5,000‑dollars it does count.

FRANK GAFFNEY: Any other open discussion? Being none, do I hear a motion for adjournment.

SHELLY LEJEUNE: I make a motion the trust fund be adjourned.

PINKIE HARRIS: Second.

FRANK GAFFNEY: Opposed? Being none, adjourned. Temporary December the 13th.