Randolph Sheppard Quarterly Meeting

December 14th, 2018

FRANK GAFFNEY: Call to order. I have added one thing into the agenda.

STEVE DEBRUHL: I'm going to pass around a sign in sheet.

FRANK GAFFNEY: Want to do a little prayer each time for all our members. Most of us getting old so it don't hurt nobody.

HERBERT READO: Eternal God our father we come just to say thank you. Thank you lord God for this day. We pray that you would just guide us and direct us in this meeting as only you can do lord God. Thank you for all that is in attendance. Continue to bless us and guide us. We ask it all in the name of Jesus. Amen.

FRANK GAFFNEY: Next thing is roll call. Committee members.

SHELLY LEJEUNE: Shelly LeJeune, Baton Rouge.

HERBERT READO: Herbert Reado, Alexandria.

EMMA PALMER: Emma Palmer, Shreveport.

CANDICE LINVILLE: Candice Linville, New Orleans.

FRANK GAFFNEY: And Pinkie is here. Want to welcome everybody to the meeting. Anybody has a question that doesn't pertain to the program we will have open discussion. Anything can be brought up. Earl Hebert. We already added you to the minutes Earl. Next is opening remarks by Steve.

STEVE DEBRUHL: Welcome everyone. I'm Steven DeBruhl, Randolph Sheppard program manager. We have Kevin Monk the director. And Melissa Bayham, director of LRS. Michelle is here, our RSMA. Chauntay is not feeling well. For you guys to get reimbursement for your travel and hotel stay we need to do a travel request form and Michelle has copies. Let's try to do that before you leave.

FRANK GAFFNEY: Is that the same for the reimbursement?

STEVE DEBRUHL: For Blast? It's going to be a separate form. The more stuff you put on a form the more complicated. We can work on that today too.

FRANK GAFFNEY: The same one for stage brush when we do it.

STEVE DEBRUHL: Seasons greetings for all. That's about it for right now.

FRANK GAFFNEY: Next thing is review of agenda. I'm going to add Pinkie to my list to email it to her. I failed to do it last time.

STEVE DEBRUHL: You kind of jumped ahead. You had remarks from Melissa. Introduction of guests.

FRANK GAFFNEY: Introduction of guests.

BYRON ANTOINE: Byron Antoine, Baton Rouge.

SHIRLEY B: Shirley B, Thibodaux.

LYNN BLANCHARD: Looking for guests? I'm here. Lynn Blanchard, Affiliated Blind. I got one of my trainees here.

ZORA BROWN: Zora Brown, Affiliated Blind.

STEVE DEBRUHL: I will make another remark. We have Lynsey, a stenographer. When you speak try to identify yourself before. Everything you say will be taken down and possibly used at a letter date. Just identify yourself. I think that's it.

FRANK GAFFNEY: Review of agenda. Anyone who wants a copy of the minutes they just have to notify me or Steve. When Lynsey sends it out we will get it emailed to you. Anybody want to request it? I have Pinkie on my list now. Make a motion to accept the minutes as read.

SHELLY LEJEUNE: I make a motion the minutes be accepted.

PINKIE HARRIS: Second.

FRANK GAFFNEY: All in favor. Any opposed? We're at old business. The first thing on old business is not old business, but that's where I put it. Is there anything you want an answer for, ask for a written response. Permits, Steve. I don't think they did the permits.

STEVE DEBRUHL: We have certain managers who got a location, even though they're permitted to be at that location, they don't actually have the form. Working with RSMAs. Pinkie is on that list. Want to make sure we get an accurate date. That's something we want to catch up with by the end of the year.

HERBERT READO: Talking about the overall permit?

STEVE DEBRUHL: No license. Pinkie's permit for the courthouse. That one was my fault. No Mike.

PINKIE HARRIS: It was lost in transition there.

FRANK GAFFNEY: Apparently for a while it wasn't being done before hand so it wasn't passed on.

SHELLY LEJEUNE: Steve, does the managers that are being trained are you up to date with their license?

STEVE DEBRUHL: Yeah. I just signed a license for Tracey Jackson.

SHELLY LEJEUNE: I talked to her the other day and she didn't have it.

STEVE DEBRUHL: She just completed her training. I checked with Krista and she completed everything she needs to do with her. Right now Ricky Pettis's location. Ricky has resigned from the program and Michelle is showing that location today. Specifically let Tracey know. I wanted to make sure she got a license prior to that so she will be available.

FRANK GAFFNEY: Was that advertised?

HERBERT READO: Came in the mail yesterday.

STEVE DEBRUHL: Little snafu at the LWC mail room. But it did go out Monday.

FRANK GAFFNEY: I didn't get it.

STEVE DEBRUHL: You were on the road yesterday, might be in the mailbox. Michelle has a tour today. Someone receives a letter and wants to bid on it we can schedule a tour. The place is about as big as that desk. The bid is going to be due by the end of this month. Ricky originally he wanted to leave right away. After we passed that thing about 30 days notice and he has agreed to do that and agreed to stay a little longer. He wants to be out by the first of January.

EARL HEBERT: What location is that?

STEVE DEBRUHL: The bus station here. It's on Florida Boulevard and North 22nd street.

EMMA PALMER: What level?

STEVE DEBRUHL: One, maybe two. Doesn't have a lot of equipment. Counter serves hot dogs and nachos.

EARL HEBERT: What are the hours?

MICHELLE DUNCAN: Six to three.

CANDICE LINVILLE: Any vending machines?

MICHELLE DUNCAN: One coke.

HERBERT READO: Did he resign or retire?

MICHELLE DUNCAN: He is wanting to retire from the location.

STEVE DEBRUHL: Someone retires and they say they want to un retire. What is the difference? Still get a stipend.

FRANK GAFFNEY: Well no. If you're retired you get your stipend. If you're just resigned. You can't get the stipend until you retire. Or else you have to be a permitted manager.

PINKIE HARRIS: If you're in retirement status and you're retired for over five years do you still retain your license and you can come back. Is that the difference?

FRANK GAFFNEY: Up till five years.

STEVE DEBRUHL: You can still bet on locations four years down the line.

FRANK GAFFNEY: Yeah. You have to have your 20 years. It's just paperwork basically. You can retire one year later come back with another location.

MICHELLE DUNCAN: To be honest, he just wanted to walk away and I told him if you ever want to come back. It's due to because the family issues he has had in the last month or so. I encouraged him to give the time just in case he may see down the line that he has things in order wants to come back.

SHELLY LEJEUNE: Make sure he understands that after your license expires in five years you have to go back through training.

MICHELLE DUNCAN: I'll see him today so I will make sure I tell him again.

EARL HEBERT: After your license expires in five years and you go to training do you still get the stipend?

FRANK GAFFNEY: As far as I know it would continue cause until you get another location you are still in retirement. It's never happened. The next thing is current managers who owe money.

KEVIN MONK: We're working on that issue. Got a list and so we are pulling that together. We're going to issue them letters and they are going to be given a payment plan.

FRANK GAFFNEY: A sufficient payment plan?

KEVIN MONK: Can't get blood out of a turnip. We have to consider what the location is making. But yeah.

PINKIE HARRIS: Does that include our MIA managers too?

KEVIN MONK: The problem is they are MIA. We've actually looked at trying to turn some of this over. There was a new office of state debit collection. We have actually looked at that. From my understanding what I have been told it won't really benefit the program. In other words, we won't necessarily get the money. The majority of the money that could come back is kind of paid to the office of state debit collection to fund what they do. However, I think if we do that a little bit up front we might have less problems down the road.

SHELLY LEJEUNE: Is this just for managers that are still in the location?

KEVIN MONK: They have not transferred to a new location. They owe money from the previous location that they went to and just haven't paid it.

SHELLY LEJEUNE: How are you going to handle the ones who are not in a location that still owe money?

KEVIN MONK: They can't bid on a location. In essence they are out of the program.

FRANK GAFFNEY: I don't think it would hurt even though they are out if we just sent them a letter that they owe this money. So if we go to that other section on the collection there is official notice they owe money.

KEVIN MONK: There is a paper trail and everything else.

PINKIE HARRIS: What is the story? Just question personally, if you owe money to this state's program and you go to another state and get in their program. Does it follow you?

STEVE DEBRUHL: We had a manager here went to another state. They said do you know this person. We discussed their time in the program. Up to whatever state to take them or not. Gee left here and she owes us money. Made a nice payment initially and she pays each month. Still working on paying it back. She has a location in Austin. She is in their program. She's made a good faith effort to repay it. It helps that she has a job.

HERBERT READO: The question I have is that the manager that owe money now that has the location what's the number, it is a small number, large number?

KEVIN MONK: Two or three people.

FRANK GAFFNEY: The deal is they have owed for a long time. They have gone way past the six months.

EMMA PALMER: And getting that stipend.

HERBERT READO: After they get the notice what happens to that if they don't pay?

KEVIN MONK: I've had a conversation with them, they know it's coming. And if they are given notice and they don't pay then we are going to have to obviously take further action. Put them on probation, whatever we have to do.

SHELLY LEJEUNE: Seems as if the problem with people the majority of the money being owed is people that are not in the program anymore.

KEVIN MONK: That is obviously the issue.

EMMA PALMER: Those that's in when you put them on probation that just means they can't move to another location. I don't think they plan on moving anyway.

KEVIN MONK: Probation is plan of action. You have to pay it off in six months. Go to probation to removal. We have a lot of people who have a lot of inventory when they started. Once you start going after these people that owe money all of our managers come up with some more people who are not adhering to the inventory requirements.

PINKIE HARRIS: I have that amount of money in my account to cover it. Some of us do it that way. If I had the amount of inventory I had when I moved in I could move. Some people could be in that position too.

FRANK GAFFNEY: Moving on. The next thing is Nathen's replacement.

STEVE DEBRUHL: Nathen retired in July. We hired George Rogers who was working for LWC. The warehouse we have our section and they have everything else that we don't own is owned by rehab services. George worked on that side driving the truck basically doing the same thing we were doing. This is his third week. Take the truck to the shop twice in that time. Having issues with that. Got it working Monday. Went to New Orleans, came back, stopped to get diesel, it wouldn't start back up. Had to tow it. Took it in they did a repair. Mica had to pay them with a credit card. George drove to New Orleans would not start that afternoon. Started up yesterday morning, started up today. We're seeking someone to work on it.

MELISSA BAYHAM: I have a new place we could send it to if it breaks again. My dad is a diesel mechanic, but because of Louisiana ethics laws we can't send it to him. But he's given us another place to possibly send it to because he said the part that was replaced on the truck has nothing to do with it starting.

FRANK GAFFNEY: I didn't think so either, but I wasn't saying nothing.

STEVE DEBRUHL: He went to the federal building downtown. My concern was he's going to get into the federal courthouse and the truck won't start. But he got in and got out. Frank went to the warehouse yesterday and George was with him the whole time. Frank you said you identified eight machines as surplus.

FRANK GAFFNEY: Right at eight to surplus out.

STEVE DEBRUHL: What was your opinion working with George?

FRANK GAFFNEY: Very nice and very friendly. Asking me questions on lots of things. Explain to him what to look for to double check if someone is marked salvage things we don't want to send our way because we can't buy anymore parts. He kept up with it well.

STEVE DEBRUHL: He removed the stuff from hell bogs. He probably did it twice the speed as his predecessor. Got in, got out. That's good. We are going to get audited by property control in March. Every two years they do it. Kind of preparing that. I want him to go to the other locations prior to that. If you see him come let him in and be nice to him.

FRANK GAFFNEY: Any questions from anybody? Next thing is LWC update.

HERBERT READO: LWC we got everything switched over from Refreshment Solutions. We got the kiosk set up and now we're just in the process of restocking it, getting it going again. Got the machines up and running. The kiosk is up. The biggest I guess not a problem, but the biggest thing is that programming everything in the kiosk. Having to go back and inventory in and inventory out. Right now working with Ms. Michelle with that.

PINKIE HARRIS: Who did you go with?

HERBERT READO: Par Level.

MELISSA BAYHAM: I used the machine several times and it's easy to use and it looks nice. And the coke zero scans cause for Refreshment Solutions it did not.

HERBERT READO: I brought in the sandwiches and put those out there. I could have had a big hit yesterday, but they are not reading them.

MICHELLE DUNCAN: She got them entered this morning so I entered them into your inventory.

HERBERT READO: The guy stopped me this morning man, I wanted me to get one of those sandwiches out of there. Just something to get started to kind of give them something to have down there.

STEVE DEBRUHL: The sandwich man is like a regional company. A lot of stuff, the water, that's already preprogrammed. When it comes to something like that you have to manually put it in that's what Michelle has been doing.

HERBERT READO: Everything has to be bar coded. On some of the others the shelf items I'm looking to revamp that one to make it into like a micro market where you can get little more microwaveable foods, little soups that you can heat up. I have a company coming in today, church point, going to give me some more food items. Little bit different than what they have in the vending machines. Give them a new opportunity to come down. I have sausage, Spam, sardines, tuna to go, beef stew, all that. No cooking in there right now. No cooking yet. After the new year we're looking to try to expand to the cooking, bringing in the fresh salads and maybe some sausage biscuits and grits in the morning. We will do that at the beginning of the year after we get everything cleaned up in the back and get the warmer out. And then I believe I got to try to fix something and get a bar code on it. I better work on that. The same bar code. Not going to have all these different bar codes. Work on that and get that going. There are some premade labels I could just buy.

PINKIE HARRIS: I have a bar code printer at home. I will send you the link. I'll look into it. You can create labels.

MICHELLE DUNCAN: When you send me those send me quantity and pricing.

HERBERT READO: It's adding stuff in there. Little bit different challenge. It's all right. The big thing if something doesn't scan over there they may switch the product around. Sometimes it happens like that.

MELISSA BAYHAM: I haven't done it since you have been there.

HERBERT READO: I go down and watch the scan. That's my job to troubleshoot it as best as possible. Also what I plan to do I told one of the ladies ask me for diet drinks and non calorie no sugar drinks we're working on that. I also told her I am going to put a suggestion box so they can put their comments good or bad.

STEVE DEBRUHL: You don't have to buy cokes, you can put anything you want to. Pepsi products or whatever else.

HERBERT READO: I will be bringing that Ozark water in there.

FRANK GAFFNEY: Another thing on that Herbert just started using the credit card readers. I believe he is on the vending machines. I believe he likes those, don't you?

HERBERT READO: Yes, the credit card readers they working pretty good. The only problem, I guess not a problem, but the only concern I have is the printout. I'm getting these reports generated from the vending machine. I haven't talked to Ms. Michelle about it. I am going to have a hard time trying to figure out this thing here. Because there are all combined together. And I was looking for money from the kiosk, but I see it on there now. How do I determine what's coming in from the vending machine and what's coming in from the kiosk.

SHELLY LEJEUNE: When you set up the vending machine you're supposed to name them.

HERBERT READO: When the report comes out it all comes together.

STEVE DEBRUHL: What's different he has USA Technology do the process for the kiosk as well as the vending machines.

HERBERT READO: It spells it out. The fees and the amount. Not generated every day. Generated every other day or something. Look like the kiosk only goes in twice a month. I'm not really sure. Have to let Ms. Michelle. I printed the reports out. I printed them out. Haven't did the report because I need to understand it better as far as what I need to insert and what I don't. It's give cash and you get credit. You have to kind of figure that out. Because they are not coming every day. They give me a report every day. It's not really deposit.

PINKIE HARRIS: The credit card transactions it holds, preapproves them for three days.

SHELLY LEJEUNE: USA gives you a deposit once a week.

FRANK GAFFNEY: At least on the vending machines.

STEVE DEBRUHL: Should be getting at least once a week.

MICHELLE DUNCAN: I can talk to Brady and find out.

HERBERT READO: So far so good. Haven't had any problem with the credit card.

STEVE DEBRUHL: How about the employees at LWC?

HERBERT READO: I think they're buying a little bit more now.

MELISSA BAYHAM: I'm very popular right now because of you.

HERBERT READO: Got to get that coffee in there.

STEVE DEBRUHL: Right now we have that Keurig in there. They came before they were supposed to. We had to get it back. Michelle did a great job, she worked late. And Herb getting set up.

MELISSA BAYHAM: I think they understand things happen especially when you transition. They're excited about having some more options. What was in there if you were in a bind and needed lunch there was usually not even very many options and when there were they weren't really good.

FRANK GAFFNEY: Next thing is federal prisons.

STEVE DEBRUHL: Kevin and I put our heads together. Cynthia has a letter she sent once before to a different institution. Send them a letter from Cynthia saying we want the permit to operate the location. Meantime still getting revenue from them. Turn that over to the attorneys.

KEVIN MONK: I have the letter on my desk. I have pulled a lot of the research that we have. I just need a day or so away from federal reports and whatever to change the letter to fit the criteria, send it over to Cynthia to touch up and we'll send it out.

FRANK GAFFNEY: Has everybody finally turned all their stuff in?

STEVE DEBRUHL: We now have reports on everyone. That's always a challenge is chasing people who are late with their reports. Finally have them all in. I think it will be ready end of the day, if not today, Monday to turn in the report from Kevin to Melissa. A lot of information that's required in there. Want to be as accurate as possible when you do anything with the federal government. That's going to go to RSA. This guy Jessie who used to have six people work with him. Now he's the only guy. He has to review all 50 states. This Blast conference they still haven't certified last year's report because he hasn't had an opportunity to review all 50 reports. All have to be correct before they publish anybody.

FRANK GAFFNEY: Next thing is the courthouse in Houma.

STEVE DEBRUHL: Kenneth LeBlanc retired from the location. Only thing we have in Houma we have Chabert, Fletcher Community College and courthouse. Doing that federal report every year our two lowest locations. Susy has Fletcher College. Talked to her about being an interim manager running the location. Susy is in a wheelchair. Very old elevator she would have to get on. She took a tour of the location and she feels like she can do it. So first of the year she is going to take over that location as well. Putting the two together, which is something you might want to talk about doing. Right now is try to see if there is a viable location there to put it out. As it stands now it's way below what anyone would bid on to go down there. It's not even, level half, I guess. Not even level one. She's going to start first of the year over there. One thing at Fletcher they built a new school. Used to do pretty good there. Built a new college. Education facilities are exempt from the Randolph Sheppard. They could use us or not. They wanted to charge us rent, wanted piece of the vending machines. Didn't want to do that. On the old campus she has some vending machines there, but not that many students there. She does have a kitchen. Little snack bar. She would be able to prepare stuff at Fletcher and the courthouse is not even a quarter mile around the corner. Make stuff over there and try to serve. Not going to be doing any cooking at the court house. A cooler and a coffee maker.

EARL HEBERT: Fletcher, a new school, a beautiful school. Would be a great location.

STEVE DEBRUHL: I was there when they were building it. They wanted rent. Wanted us to bid on the vending machines. I think they have filled that new one up. Start putting people back on the old campus. It's about 10 miles away from the old campus. I think probably want to combine those at one point, but let's start with her being an interim manager. She might find it to be too hard. There is a side entrance for employees. She can come in with her wheelchair. You go on this lift. A door, a shed and a little gate. She has to roll in there, close the gate, close to door. Good thing it's only up half a floor, maybe 8 or 9 feet. When Kenneth retired they did a party for him and I talked to the judge on the third floor. He says he doesn't trust the elevator, won't go on the elevator. Hopefully it will work. It's an old building. They were built before ADA compliant. It's a challenge for someone in a wheelchair. But she's willing to take it on.

FRANK GAFFNEY: Next thing is stipends update.

STEVE DEBRUHL: One manager said they never got it in the mail. Got to do a stop payment for that. I don't think we have anymore that are pending. If they haven't got it they will let you know about it.

FRANK GAFFNEY: We had Redale.

STEVE DEBRUHL: That's the one I'm talking about. It was sent to the address we have on file. That's another thing I think we should make it where you have direct deposit. Everyone has a checking account. They got the money first. They don't have any problems. Another manager sent his paperwork in early and then we didn't have it. Sent it to him again, sent it certified mail. The address he was mailing to was chief administration downtown. The third time we processed it. Physically do a check to mail it this could happen, get lost in the mail. It went to the correct address and the person receives mail at that address every day. In this case they didn't get it.

EMMA PALMER: When mailing that out even they can't transfer that and start doing it like an email and emailing it back in.

STEVE DEBRUHL: You can have the funds transferred into your account. If you have an account set up. The paperwork comes a form to do that. Once you do it once you never have to do that again.

EMMA PALMER: Saying do the form itself.

STEVE DEBRUHL: That has to be signed by the individual. You get 2,500‑dollars from the State of Louisiana it has to be buttoned up. Now pay for stop payment, have another check reissued because the person didn't get it in their mailbox.

MELISSA BAYHAM: We talked about mail the other day and the secretary mentioned they actually mailed something to themselves and it took two weeks to come back to LWC. The mail is not very reliable. I don't know what the problem is, but there is definitely some issues. Definitely if we can do direct deposit that is the easier way to go.

STEVE DEBRUHL: It benefits the manager.

KEVIN MONK: Without fail 100 percent of the problems that calls I have got have been people that has a paper check, not direct deposit.

STEVE DEBRUHL: David mailed me something from Shreveport on November 29th and I got it on December 12th. You would think you could do quicker than that. I like to support the post office. I try to mail as much as I can. In this case if it was me I would have it set up. I don't know if we could make that a prerequisite next year. All in all we did very good this year as opposed to last year. We started early. Pay attention to the address, mail it back to the right place.

FRANK GAFFNEY: Next thing is the new location with Delgado.

STEVE DEBRUHL: That was the one we partnered up with Delgado River City. It's built if you build it they will come. Twenty million‑dollar building that has about 40 people in it right now. We had a meeting with Delgado last week. Try to push it again for the spring semester. We have the area set up to do food service when the time comes, just no demand for at this point. Combine the two snack machines with the Harvey state office building. The machines are being serviced. But if they go every two weeks that's probably enough at this point in time. As the population of the students grow over there hopefully it will get better. Talked to the chancellor and they know it's slow. Try to push it, advertise it, target that area of town. As it stands now a big empty building, beautiful building.

EARL HEBERT: How is Ryan doing at the post office?

STEVE DEBRUHL: He is doing well. His predecessor Don didn't want credit card readers. We're working on getting some of those. We're putting readers on the machines in there. That's going to help out. I don't know what the resistance is to putting credit card readers. It will pay for itself eventually. Might lose a buck or two when you get going. Everyone I know that's ever had them increases the business 35, 45 percent.

FRANK GAFFNEY: That took care of the next item which was Harvey. The same person.

STEVE DEBRUHL: Sandra Jones is a new manager. Graduated a year ago from ABL. Working at Lighthouse for the Blind. She was awarded the location. It's been two weeks. So she's taking over. And that's when Ryan is doing the post office now. She's doing a good job. Someone that works with her, bringing her over there on a regular basis. Trying to get the timing down right. But I go by those machines every day when I go to work. I let her know what's happening. I looked yesterday they were full. DMV first of the year it hits over there. Got her on notice to keep track. Right now she services twice a week. She seems to be doing a good job and anxious to learn.

FRANK GAFFNEY: Next thing is military base vending machines.

STEVE DEBRUHL: Similar approach we're using with federal prisons. That conference that was a big topic of conversation. Florida won a big arbitration for an air force base. The people tried to apply for the permit and got turned down, went to arbitration and were awarded the vending machines. Try to use a similar approach with Barksdale and a few other bases in Louisiana. There's pushback from Department of Defense across the board. In this particular case in Florida the judge says Randolph Sheppard applies. Not necessarily food service, but the vending for sure. Kevin and I discussed that after we had our meeting.

PINKIE HARRIS: At least that gives us precedent going in.

EMMA PALMER: What do you have to do first, start with the lawyer?

STEVE DEBRUHL: You have to request a permit. Whoever the base commander is on behalf of the state licensing agency we would like the vending machines at the base. And they will say no. You would have to go to arbitration like Department of education. Problem with that Department of Education is understaffed, a hiring freeze. Jessie used to be one of six people. Now he's the only person there. Arbitration did take five or six years. Ask and you get, you don't you won't. Start the ball rolling.

FRANK GAFFNEY: Next thing is healthy vending, Shelly.

SHELLY LEJEUNE: Well, I think everything is still doing about the same. No really big money making thing in healthy vending. Still doing it. I think most places went down to 25 percent.

FRANK GAFFNEY: The latest reports is almost all the states have come to realize it's 25 percent will be the number.

SHELLY LEJEUNE: I guess the basic thing in healthy vending is finding something that it's not so expensive that they do like. That's the biggest problem.

PINKIE HARRIS: You could always use my tactic. I only have healthy chips in my vending machines. I sell the unhealthy in my shop. If I'm closed and you want something you have to get healthy chips. You have baked chips, sun chips and popped.

FRANK GAFFNEY: But they don't fall under the criteria the governor tried to hit us with.

PINKIE HARRIS: That's the only criteria I can find. They come to the shop requesting the baked stuff.

FRANK GAFFNEY: They will buy that. The stuff the Heart Association wanted us to sell.

PINKIE HARRIS: Heart Association is crazy. Fit pick is one, thing, but Heart Association ain't happening.

SHIRLEY B: Even hospitals don't have that much in vending machines that are healthy.

STEVE DEBRUHL: As far as the governor's executive order had a lot of communication from that since the initial introduction of it and the initial push back I think. We want to still try to adhere as close as we can to as much healthy items that we can.

ROCKY MARCEL: Just to let you know the Heart Association here in Louisiana has stopped their lobbying for the healthy vending. They lost their chief lobbyist in house in Louisiana for reasons I couldn't even consider why, but she got really frustrated because some of the road blocks she was facing.

KEVIN MONK: The biggest thing to remember in this thing, I have said it before, so y'all forgive me, y'all have heard it before. This healthy vending is not going away. We need to be doing everything we can to adopt whatever standard. This case it looks like 25 percent. You need to start moving towards that. Especially you folks running state buildings in Downtown Baton Rouge you need to be looking at that. The important thing what I have learned, I have been in state government for 12 years now, and what I understand is that if something is going to happen best to get on the boat and help drive this boat to the way we need it to go. Otherwise it's going to happen to us and not a whole lot we're going to be able to do. Really you guys need to start, if you're not already doing it, definitely start moving towards that 25 percent. That way we can always say we're doing this, doing that. We're giving people these choices. Up to them to make the choice.

PINKIE HARRIS: If you have a refrigerator it's not healthy vending per say, but if you have refrigeration available we're selling green apples, red apples, grapes and cheese, five by five tray that comes to Sams all day every day. Sell them for 2.25 all day every day. I have that little wine fridge. We have osnap products, the pickles, green beans and carrots. I have yogurt, the balance breaks that have the nuts and cheese and dried fruit. And the sabra singles and they go all day. It's not healthy vending, but does count toward healthy options. If you use Vistar you can get the ready pack apples and caramel and carrots and ranch. You have to preorder them and a total pain, but you can do it and you can vend those too.

STEVE DEBRUHL: One thing we found out the guy did an inventory what he was currently selling and I think you were at 28 percent of what you were currently selling fell into the category of healthy vending. Which is the sodium levels and calorie levels.

SHELLY LEJEUNE: And I actually increased it. And just to let y'all know division of administration who wants this is on a separate floor.

STEVE DEBRUHL: Twenty five percent is not a hard stretch. You're probably at that now.

MICHELLE DUNCAN: Mr. Leroy at the Bluebonnet Post Office he actually has a refrigerated machine and he does yogurt and buys the small nuts and puts a small spoon and he vends that. He vends fruits and vegetables. He puts them in a small snack.

STEVE DEBRUHL: He makes that himself?

MICHELLE DUNCAN: Yeah, he does.

FRANK GAFFNEY: I do the yogurt out of my machine.

PINKIE HARRIS: The trays I'm selling they don't have the nutritional information. It's a three pack and it's on the outside so the individual packs don't have it. But you can produce it if you need to. Somebody comes by with their weight watchers scan.

SHIRLEY B: You're not supposed to sell anything that doesn't have a label.

FRANK GAFFNEY: Next thing is RSA purchasing update.

STEVE DEBRUHL: Kevin and I put together a wish list of things we might possibly need and submitted it to RSA. Haven't heard back on that. We asked for 55,000 last year and we haven't spent a ton of that. Continue to use that to buy the products till the new approval comes. Which we expect any day now. If you need something we can buy it for you as long as it's under 5,000 bucks.

PINKIE HARRIS: You can pretty much buy things on demand as long as it's under 5,000.

STEVE DEBRUHL: Like auto fry, Shelly's steamer and a bunch of outsiders which are 5,200‑dollars. We have ten of those approved.

KEVIN MONK: What they have asked us to do at this point, and the whole process has kind of been a learning process for us as well as for RSA, we get further direction from time to time. When it first came out it was each individual purchase over 5,000‑dollars had to go to them individually to be approved. And if it were under 5,000‑dollars we were good. We could make it pretty much as you said at will. Then some guidance came out do an aggregate amount every year. What we did was Steve and I did we tried to sit down and figure out, got with the RSMAs figure out much stuff do we need to replace. Or could come up. We found it was about 150,000 dollars or so. We wrote a prior approval request for that amount. Tried to be general enough with the request to where if we need to like for example, if we thought we needed maybe two auto fryers this includes auto fries, vending machines, whatever that we need so it doesn't paint us into a corner where we have to just buy two auto fryers. If somebody else's breaks we can use part of that for that. We kind of have just a general list of equipment that would include this.

MELISSA BAYHAM: I don't think it will be a problem. Your request was a little more specific. Were y'all told you have to put specific equipment. Like for AT the VR program I don't think the exact amount, talking millions of dollars, and it's just for assistive technology. Obviously we don't know how much of what we're buying, especially in the VR program. You could have probably, unless you got specific direction, you probably could have been more general.

KEVIN MONK: I did not get that direction. I just based it off an old one. Believe me, I will be more general next time and see what happens.

STEVE DEBRUHL: The 5,000‑dollars is whatever your state purchasing criteria is. Florida anything over five hundred dollars they had to submit for approval. Louisiana, ours is 5,000 bucks. There are some states a thousand dollars. They were having a hard time. Depends on RSA who you deal with who does the monitoring for your state. They finally were able to put together that whole package. Also trying to work, there was an exemption for Randolph Sheppard for 25 years that expired two years ago. Working on getting that exemption again. Making good progress with that. Every state is involved and lobbying. About a hundred thousand bucks in equipment last year. We're good. We have plenty of vending machines. If you need a vending machine let them know.

FRANK GAFFNEY: Coming up some of us will be going to stage brush and Jessie will be there too like he was at the last one. He will be giving out information from RSA. Next thing is new business. Training update.

LYNN BLANCHARD: If I heard y'all correctly our most recent graduate has gone look at a facility. Next in line Zora who by mid February will be going start his OJT. One that just finished an assessment in their first month of training in house. And I have one that is waiting they finished adjustment end of September and still waiting, at least last I heard, to see the RSMA for approval. Have a tentative date for them to come in in February if everything goes forward.

STEVE DEBRUHL: Who are you speaking of?

LYNN BLANCHARD: The guy I tried to get the RSMA to come in before he left Alexandria.

EARL HEBERT: He did talk to his RSMA.

STEVE DEBRUHL: I actually got that. I read it. Seems like he did very well. I called the counselor.

LYNN BLANCHARD: I did want to say I know y'all have a section later talking about Blast. I was finally able to go to Blast this year which was very impressive. One of the things I was most impressed with, or I was not as familiar with, I learned about is the micro markets. In the very early stages exploring the idea possibly trying to do something like that nearby the center so maybe at some point we can incorporate that into the training as well.

FRANK GAFFNEY: Any questions on that? Next thing is mandatory training. I will start that out. We're talking about at the next mandatory training, which won't have to be all the same day, and in that part of the training would be, if we get permission, this would involve you Lynn, your instructor attending and going over the report forms. So we can get everything on the same page. That has to go to prior approval. Everybody. Not at the same time, same place. Not 50 people asking a question. It will be done at regional. Have to get authorization for her to go to each location.

EARL HEBERT: Same person training everybody.

FRANK GAFFNEY: Yeah. Done separate days in each region and that's one of the things we're looking at.

HERBERT READO: Tell me one question on that. Frank sent me a report from Shreveport. The report, the 714s are a little bit different in format. Are we on the same page with the reports. The reports vary depending on where you live at.

EMMA PALMER: That's why he's trying to get Tanisha to come to all the trainings and make sure we're all on the same page.

HERBERT READO: How many different reports do we have out?

STEVE DEBRUHL: Michelle has some guys been doing it a long time. It's got the same information. Might be different layout. One form all my people use that I know of. John Burt used to do his on his computer a little different format, but had the same information.

EARL HEBERT: I remember a couple years ago a disk with the new form on it told me to hand it out. I did. A few weeks later take that disk and disregard it.

FRANK GAFFNEY: That was years ago. Trying to get that college to write us up something. That didn't work at all. A long time. Before you.

MICHELLE DUNCAN: I only have two. The one on my computer that is slanted and then I have the old, old paperwork.

SHELLY LEJEUNE: If the old one still works why do we have to use another one.

MICHELLE DUNCAN: You don't. It all says the same thing.

STEVE DEBRUHL: The biggest issue is how people fill out the form and send on a timely fashion.

HERBERT READO: The problem on the form is cash at the end of the day. The problem they are not calculating the cash at the end of the day. Some people insert a certain amount of money there. May do it every day put 50 dollars there. That's not their cash on hand.

MICHELLE DUNCAN: I actually had a manager was doing that when I first started and I was like how do you always end up with the same amount at the end of the month. Well that's not how much I have, that's the amount I was told to put there.

PINKIE HARRIS: My training manager used to put negative numbers.

MICHELLE DUNCAN: If you're in the negative you over spent what you got.

FRANK GAFFNEY: How can you have a hundred dollars cash on hand and buy 500‑dollars worth of cokes.

STEVE DEBRUHL: Calculate the money in the bank as well as the drawer. That's your cash.

EARL HEBERT: Why not just keep it out the drawer instead of going to your bank and call them.

HERBERT READO: I would be interested to see how some managers come up with the cash on hand.

PINKIE HARRIS: My first training manager that's what I was told to do, call the bank every day.

HERBERT READO: That could be a long day training.

MICHELLE DUNCAN: There is one manager that just came out a little over a year and something and I have had to work with her three different times because of her paperwork. She was not doing her paperwork correctly.

CANDICE LINVILLE: If we do our paperwork correctly can we get exempt from the regional training?

EMMA PALMER: No, it's mandatory we have a training anyway.

FRANK GAFFNEY: Herbert that form I sent you the disk I was given 15 years ago. Given to me in 2002.

SHELLY LEJEUNE: The original one came from UNO.

FRANK GAFFNEY: The one we didn't use cause they couldn't get it right.

SHELLY LEJEUNE: I'm still using it.

HERBERT READO: Can we ask the training what form they use at Able.

TANISHA LOPEZ: I'm still using the one that Tarry had. It's not old, but this is the one. The only difference the one I have now I have modified slightly, it's still the exact same thing, modified for a computer. Nothing different so your computer can read it better verses having to count cells. I put the formulas in.

STEVE DEBRUHL: Email me that one.

LYNN BLANCHARD: If a manager has been out for two years, or however long that person is, they probably don't have a lot of retention from training.

EMMA PALMER: Michelle say she worked with her three times.

MICHELLE DUNCAN: It wasn't like she came out and was out two or three just hanging out. When she got through with the ABL training she wasn't even six months before she was into a vending stand. She should have remembered what she retained.

STEVE DEBRUHL: Y'all meet after.

TANISHA LOPEZ: When I first started training people two years ago people were counting cells so they had to retain that information. And I thought that was ridiculous. You can merge these cells so you can go straight into it. The only thing I teach if you have a cell that's modified up top it still reads that.

EARL HEBERT: How can you do that? As of about three or four months ago I can't get it to read. I press tab. Now it says B1 or B2. It doesn't say purchase of merchandise.

TANISHA LOPEZ: MBDA that reads the cells for you, a free program. Jaws needs to be updated.

EARL HEBERT: It updated and now I can't figure out the setting.

TANISHA LOPEZ: Jaws was not reading that.

LYNN BLANCHARD: Just come by.

TANISHA LOPEZ: MBDA is free. A free download. Put the app on your computer and it will read all that stuff. Zora here those columns read for him perfectly. If he is B7 which is day three of three it still reads purchasing merchandise. Not every technological thing works all the time. But then again, still able to go back to the top and go back down to where he was. With the updated excel form it does it for you.

EMMA PALMER: Like Frank say she can come to each region training.

TANISHA LOPEZ: Whenever we started incorporating MBDA. We were used to jaws. But now MBDA is working I am more adapted to that. It seems more accessible for all the clients coming through. It depends on the person. Our technology instructors stresses MBDA.

SHELLY LEJEUNE: How do you get that?

TANISHA LOPEZ: It's a free download.

LYNN BLANCHARD: If your update is not doing what it's supposed to do.

EARL HEBERT: It's probably there, but in a different area, another setting. I used to go into settings and do it. You can't do that anymore.

LYNN BLANCHARD: We'll get to the bottom of that.

TANISHA LOPEZ: That's your operating system if you can't get to your settings.

EARL HEBERT: I used to insert and arrow down 31 times and press tab and it says read both titles. Hit escape and it was in there. It doesn't do that anymore. That thing is not there anymore.

TANISHA LOPEZ: Something I would have to look at.

LYNN BLANCHARD: Anybody else upgraded their Jaws and having that same problem?

KEVIN MONK: Update doesn't always mean improvement.

HERBERT READO: Chairman that's a good topic for the mandatory meeting because one of the things they were talking about at Blast doing that mandatory training a topic that affects all of the managers. I think this is a topic that affects all managers whether you know it or not. If you know it it's good for you to come in and help those that don't.

EMMA PALMER: I like Blast at saying maybe you need to be taught how to do grant writing and all that.

HERBERT READO: We can't get the reports straight. I don't know if they going to be in no grant writing. They can't count their money.

FRANK GAFFNEY: That was just a suggestion of something you could do.

PINKIE HARRIS: The former director of Lighthouse New Orleans is a great grant writer if we ever go down that road.

HERBERT READO: Since you mentioned the grant writing another suggestion was a business plan.

FRANK GAFFNEY: Next thing on the agenda is breakdown of money paid to outside attorneys. They have given me copies in very small print. I won't be able to look at it till I get home. I am hoping it has a breakdown of where we spent the money. The deal suing Cantu for 90,000‑dollars have we spent 150,000 trying to collect 90. And several other things. My next thing wanting to know who determines whether we hired outside attorneys to do the job or not. Outside attorneys cost us way more than state attorney. Which I will be requesting for the next time. Some of them that seem awfully easy to do. That was me. Kevin do you have anything.

KEVIN MONK: No, I don't know. If what I gave you does not answer your questions let me know I will get you hopefully additional information that will answer your questions.

FRANK GAFFNEY: Any questions on that? Moving on. Program updates from Blast. Steve and Kevin.

STEVE DEBRUHL: It was a very good conference. It was in San Antonio. The first day was strictly for people from the state licensing agencies. I think there was 27 states that were there. We all have a lot of the same challenges. Had a lady from GSA spoke to us. Federal landlord. Talking about the challenges they are having with the hiring freeze, a lot of people not in the buildings anymore. A survey 35 percent of all the cafeterias are losing money. They don't want us to lose money. There is a big push on the federal level about these micro markets. We talked about micro markets in other states. I think it was Kansas they have eight of them, just opened up a ninth. Anywhere they have vending machines reverting to micro markets. Seen a big rise in revenue. One guy said up 495 percent. They had the open session. There were 579 people there. A big deal, huge hotel. Got my steps in. The fire alarm went off one night at 4:30. That was a challenge. Also 32 degrees outside when that happened. Then they had a power failure in the day. Some challenges in infrastructure. A trade show. Probably close to 65 booths there, all new vending machines. Assistive technology. Glad I got a chance to go. Millennials, people 34 and under, how they spend their money. They use credit cards or they use their phone. It's important to know who your market is and what they like to buy. Different manufacturers had different products. Free samples. People walking out with bags full of product. Actually have the agenda.

KEVIN MONK: One of the things, the know your market segment. You hear certain profile of news stories like Toys R Us going out of business. It leads you to believe the reason they are going out of business online shopping is kicking their butts basically. He was actually able to show us there is population changes in the United States. Worldwide we have more people, but in the United States there is less people the age that are Toys R Us customers. Basically the importance of knowing your market, knowing who is in your building. If it's younger people you have to have the card readers, those kind of things. Older people there's a niche, things they want and need to buy. That was really good.

FRANK GAFFNEY: Frank. Any questions?

STEVE DEBRUHL: The state is going to reimburse the managers for their registration fee. If you have an opportunity I thought it was worth wild. Very educational. One thing I saw too one of the few states that does not do set asides. It would be tough with the way we do our paperwork now. I think count ourselves fortunate. A lot of these states are paying 4 or 5 percent of the revenue back to the state.

SHIRLEY B: Some way more than that. Some states closer to 20, 25 percent.

PINKIE HARRIS: But they get a lot for it. Health insurance, 401ks.

HERBERT READO: Some states getting a good market on the cold drinks. Ten‑dollars for a case of 20‑ounces.

SHIRLEY B: Set aside does have its benefits.

PINKIE HARRIS: Our trust fund is considered a set aside.

FRANK GAFFNEY: They said it was not a set aside.

STEVE DEBRUHL: That's about it. Got a chance to meet other people. We all pretty much had the same challenges. Department of Defense is moving to try to get RSA Randolph Sheppard pretty much off their bases. Also strength in numbers. Talking about doing the fly in. We can't do it on our side. We have a lobbyist, Katrina McDonald, she keeps us updated on the governmental things. She also organizes trips to see Congressmen, senators, people at Department of Education. One thing coming up is the roadsides. Always been a push to privatize the roadsides. There's also a coalition that always goes back and lobbies against that. She's thinking with a new democratic house, a new chairman of the transportation committee very Randolph Sheppard friendly. Got to protect what we have. Kevin and I can't call them up, but y'all can.

FRANK GAFFNEY: We had a huge turnout on those phone calls and people backing us. Very large. Anything else Steve or Kevin? I thought it was very good. In the same area we also have Stage Brush coming up and the registration will be just like Blast was. You get prior approval, turn your name in. And when you turn your receipt in afterwards then you will get reimbursed for your registration. They also haven't done it before this year according to the paper I got. If you attend all the classes given a certificate of completion for upward mobility. I guess we would make a copy of that and send it to the state and keep a copy for ourselves.

PINKIE HARRIS: Trying to get it approved for SLA members too.

FRANK GAFFNEY: Next thing is budget, Kevin.

KEVIN MONK: Kevin. Budget appears to be about like this year, this last year, the current year budget for next year. Does anyone have or know of any unusual expenses we may be having? We did a prior approval request for like 150,000 dollars worth of equipment that would be valued over 5,000‑dollars. We're looking is there any other suggestions anything that we need to add to that. The other thing, obviously Fort Polk is not, the BCI payments aren't coming to the trust fund anymore. We're definitely going to have to look at that, have to monitor that. We need to see where we are at the end of the year as opposed to now. And to see what kind of impact that's going to have. Hopefully some of the legal expenses will go away and so we won't have that coming out. And so we can hopefully get a truer picture of where we are, the balance. We do need a balance in the trust fund. We have to be careful because sometimes if we have a balance that's too big the state needs money then they see it as an easy picking. We really we need a balance, but we need to be responsible in that manner.

LYNN BLANCHARD: You're talking about specific to Randolph Sheppard the budget or the whole state budget?

KEVIN MONK: Specific to Randolph Sheppard.

FRANK GAFFNEY: Also in there Kevin just talked about one thing brought up with the RSA is what money we have to use if we remodel a location. Has that been decided yet?

KEVIN MONK: No. And at this point there is a lot being worked out on that and remodeling, refurbishing is sort of a taboo thing at this point from an RSA prospective. Because we can't do anything that would increase the value of the building we're in. I guess it's debatable if you have to drop an outlet somewhere. What increases the value of the building.

PINKIE HARRIS: What about Alexander George's place, didn't we buy the furniture.

STEVE DEBRUHL: A couple booths. If we were to leave we could take them with us.

KEVIN MONK: It's conceivable you could take the hood. The building wouldn't be too happy, but you could take it with you.

FRANK GAFFNEY: If you lease a house and you do anything like that, if you put a window unit or anything like that you can't take it.

STEVE DEBRUHL: If I pay for the refrigerator I'm taking the refrigerator with me.

FRANK GAFFNEY: That's not attached. Next thing is breakdown of third parties. Which we're talking about budget that falls under there too make sure we get all our money. I believe Mica was working that.

STEVE DEBRUHL: Eric has been doing the job. Part of the federal report you have to calculate your vending machine receipts from October 1st to September. The federal fiscal year. One of the challenges has always been what is federal, what is state. We will get checks from coke it will say Randolph Sheppard. Over the last year Eric's gone through there got the actual address of all the machines. Last year vending machine commissions 406,422 in revenue from third parties. There was no Blackstone in that. Blackstone was going to be a hit. Of that 289,000 came from state property, 106,000 federal property, 7,000 parish and then 3,500 from municipal. Doing a really good job trying to work with Steven Johnson and Chauntay. Sometimes the check comes in, but it's really when the money is deposited into the account. Always at the beginning of the fiscal year. Some checks may have come in in September, but not deposited till October.

FRANK GAFFNEY: Want to make sure we're getting it and not the general fund.

STEVE DEBRUHL: No. It's going in the trust fund. The biggest from coke, for example, 132,000 dollars from coke. Refreshment Solutions is 202,000. Of that 202 a lot of machines. But University Hospital seems to be the biggest kicker there. Getting between 6 and 8,000‑dollars a month from the vending machines over there. And about the same for the cokes. That's one we really got to protect.

KEVIN MONK: The contribution from federal are up this year. Interested to see what's going on why that would be up.

STEVE DEBRUHL: A lot of that coke, figure out where the coke was coming from. Refreshment Solutions is doing it at L Boggs. They have been doing a good job. Eric has been doing a great job. Really hundred machines on coke. More than that. It will come in and say RS program or Randolph Sheppard or say second floor. We've been trying to get contact with coke gone through each machine so we know where each machine is located. If we know what we have we know what we don't have.

FRANK GAFFNEY: When they get that all straightened out a good contact we need to have a meeting about the prices.

CANDICE LINVILLE: Exactly. Cause they're criminals.

FRANK GAFFNEY: Next thing is DOD update.

HERBERT READO: There is not much to report on DOD. Shut down at Fort Polk. No action as of today. I did meet with Blackstone down in San Antonio and he kind of hinted to me they may and may not, wasn't really sure, but right now doing a lot of MREs and all those things. They may eventually get tired of that. So far there is not no word out. Overall there's a lot of other issues going around the nation, a lot of military problems across the nation. Blackstone has been in some of them. Some litigation in other states about one of the issues too was that same issue we had. That one year option year. That particular state filed arbitration against the army. No action been on that one. No decision as of yet. That's something we really need to look at. We still have the remaining contract. They haven't terminated the whole contract yet. Let's hope they get it back on track.

FRANK GAFFNEY: Next thing is Lake Charles update.

STEVE DEBRUHL: Paul Hebert, the Venton Welcome Center on the border of I10 by Texas Louisiana border. A place there they knocked it down, rebuilt a new place. Been 36 months, over that. Still not open yet. Pretty much finished building it out. They had put together a vending storage unit for us, storage room. So when Paul went to go look at it there was actually electric panels on one wall. You can't put anything in front of that, 42 inches from that. Basically the area they got for us is not sufficient for Paul's needs. Lady from DOTD who is an engineer on the job she was telling them probably need to give us another location. At this point it's hard to do. Or put a storage building on the property. The other DOTD supervisor says he doesn't want a storage building there. At this point kind of stalemate. The center itself probably not open till the end of January, beginning of February. That's an active situation that we're working. Rest area Department of Transportation which owns the property and then tourism owns the building. Hard enough with dealing with one party. Two state agencies and then us. Paul is completely blind, he doesn't have any help. Catches the bus. He needs to have that storage facility in order for him to do it. He was buying before about 45 cases of bottles and cases of cans from the coke guy. Again, remote location. He was buying from Vistar. Vistar comes from Houston and goes back. Make them the first stop at 4:00 a.m. or the last stop. He would by two or three weeks worth of inventory. He had a shed 10 by 25 feet. It was pretty much maxed out. They all knew that. If we had that room as it is supposedly designed originally with nothing else in it that would be sufficient. Right now a hot water heater on one side, a server in the middle. Very jagged. Also the alarm for the fire alarm is right next to the light switch. Not a very good thing.

PINKIE HARRIS: What are our options to strong arm them.

STEVE DEBRUHL: I don't know how much strong arming we can do. Got Melissa and Cynthia involved as well. The guy from DOT response just get it delivered. That's not a viable solution to his problem. Kind of came to a head on Monday. We've been working with them. There is a spot for a building. They built this beautiful building and put a tough shed in the backyard. Some esthetic pushback from the landscape architect. But the engineer says she has it mapped out where we can put a building there. Get the agencies together and figure that out. It's part of the plan. If he was able to use that it would have been perfect. Wasn't counting on all those electrical panels. Also means it won't be secure. A server sitting in the middle of this wall has to have air flow. When you actually factor in what you can actually use it's maybe ten by ten. That's a challenge. A building wouldn't be ideal. Would be tough for Paul cause it's not geographically close to the machines. Have to go up and down these sidewalks. Honestly it's something we have to work on. The engineer says she can put it here, it would be fine on the sidewalk by the handicap ramp. It's a haul. Going to the street to load your vending machine. It can be done. A challenge that doesn't need to be there. If they gave the room as it was designed to be walk out the door and the machine is there. Adding 100 yards from the machine. Maybe not 100, 70.

FRANK GAFFNEY: Let's take a ten minute break. Everybody get caught up. Go back to it.

Let's get back to work. Let's do a roll call.

SHELLY LEJEUNE: Shelly LeJeune, Baton Rouge.

PINKIE HARRIS: Pinkie Harris, New Orleans.

HERBERT READO: Herbert Reado, Alexandria.

EARL HEBERT: Earl Hebert, Lafayette.

EMMA PALMER: Emma Palmer, Shreveport.

CANDICE LINVILLE: Candice Linville, New Orleans.

FRANK GAFFNEY: Continue on. New business. Next item is FBI building.

STEVE DEBRUHL: I got an email from the GSA, the contact over there saying the contact from the FBI reached out to them wanting to get vending machines under the Randolph Sheppard program. About two years ago I asked her about it. They don't want any vending machines. Either a new agent in charge or realized they are in violation. I sent her an email and I called her yesterday and she was on vacation till today. Try to get her next week. Located by the lake front by UNO out of New Orleans. 200 employees in the building. Based on what we see when we get out there. They don't have a lot of people visiting the FBI. Once we get out there we will see if it's viable. If it's 200 people might be big enough to be a standalone. I will keep you posted on that.

FRANK GAFFNEY: Next thing is managers who do not work their locations and retirement.

HERBERT READO: That was put on there, the concern is the managers the requirements stated about 40 hours. We really sticking to that that manager has to be running their location for the 40 hours a week. And if they are or they are not what happens. And then those that been in the location, we don't have a retirement age, you can stay in as long as you won't. You can send somebody else in there to run it for you.

STEVE DEBRUHL: I don't know if that's happening somewhere. Sounds like you do.

HERBERT READO: How do the state regulate who operates their location. We don't have anything to sign in that says we there or not.

STEVE DEBRUHL: Every permitted manager is given standards of operation that says work 40 hours a week. Forty hours not necessarily sitting in the building. When you go to Sam's, sitting at home doing your paperwork that counts. If you are a vending only location service it. Like in Frank's case if he can do it in 35 hours that's fine. I don't know anyone who is not actually going to their location. If you know someone let me know.

HERBERT READO: I say that because, and I didn't mention it in DOD, when we started having problems with the military that was one of the issues that came up that says even though we had those military contract and we had those teaming partners a lot of those managers that was under those teaming partners really not going to the base.

PINKIE HARRIS: Do you know where that started from originally. Kevin Werly.

HERBERT READO: Even with the micro market you can set it up automated with all the vending machines, but the presence is very important to me because it really establishes us as Randolph Sheppard. We don't have the manager there then it's just a location. We're not really representing it as Randolph Sheppard.

SHELLY LEJEUNE: You're still hundred percent responsible for anything that goes on no matter if you are there or not there.

HERBERT READO: If you don't go there how do you really know. We've had this issue before because managers in the past have been in the hospital, some of them even went to the nursing home and we found out months later they were really somewhere else.

SHELLY LEJEUNE: That's happened in the past.

STEVE DEBRUHL: Part of what we do they go at least once a month to verify you are indeed there. You may show up and the person may be out ill. The policy says if you are going to be out more than 14 days have to have an excuse from a physician with a return date. It's an entrepreneurial program. This is your business. We try to support you. If the manager doesn't show up for work they are in violation of the standards of operation and we can move forward from there. I am not taking attendance. You turn your paperwork in, you sold 15‑dollars that's going to lead me to believe you're not putting money in the machine. If someone is ill we don't want to penalize someone for being ill. Do want them to be sure they can cover the location. If someone is ill and out for an extended period of time if they have their spouse or someone else working till they can recover we want to support that. Not looking to kick people out. If someone is sick or not doing their paperwork we try to intervene and find out what's going on. That's on us. But also on you guys to make sure you are at work. If it's going on, I think I know who you're talking about now. That situation has been addressed. This person has given us a medical excuse. If someone is sick they are sick. As long as they are taking care of the place. Michelle and I went to his location it was very clean. If they don't show up and the place falls to hell that's another thing. I used to have my own business for ten years, sometimes you do get ill. If you are not open you don't get paid.

MICHELLE DUNCAN: It does state in there you are to contact your RSMA. If you're going on vacation for a week and you contact your RSMA yeah, you're not going to be there for the 40 hours. It does say contact your RSMA.

STEVE DEBRUHL: Do have someone take care of your spot Can't just be closed.

FRANK GAFFNEY: Basically the building management and customers should know who you are.

STEVE DEBRUHL: Sometimes people get to know you too well and that creates another problem. All your interactions with the landlord be cordial, be professional. Don't talk about their family members and stuff. The policy is when there's an issue the RSMA is the contact. If you have a problem with the machine or a manager in your building you talk to your RSMA. They would address it with the landlord. We want you to have a good relationship with your landlord and the people that run your building. So if something breaks you talk to them and they can help you get it fixed. The way the program is set up you need to work for the RSMA. They will contact the building on your behalf. The regional training the first item was standards of operation and everyone was given a copy of that again. That is covered under the standards. If people aren't adhering to the standards of operation, when they agreed to do so, then we shouldn't be having that issue.

FRANK GAFFNEY: Next thing is a letter to replace Ricky we sent out.

STEVE DEBRUHL: When Ricky resigned from his location he also resigned from the executive committee I'm assuming. Effective date is the fourth I think of January. I think the policy calls that we need to put it out. You tell me Frank. You want to appoint an interim person until we have another election.

FRANK GAFFNEY: First we'll try to send it out as soon as we can so we know if we got somebody before the next committee meeting.

SHELLY LEJEUNE: Send the letter out in district three to see if anyone is interested and take it from there.

STEVE DEBRUHL: I will work on that. Hold off till Ricky actually vacates the premise. But that should be in time for the next meeting.

FRANK GAFFNEY: Next thing is insurance. Which is myself. Everybody knows it has to be in by the 17th.

STEVE DEBRUHL: How are you doing on your collections?

FRANK GAFFNEY: I have done pretty good here today. David has a bunch of them. I will have to meet with the insurance people and sign all the papers. Probably be the same ones that we don't get be the same ones we always don't get.

STEVE DEBRUHL: David sent an update yesterday afternoon. I think we're pretty close to being full here. Plus what I gave you today. A few people sent checks directly to you and David.

FRANK GAFFNEY: I have about five or six of them here. And Janice mailed hers to my house. We should be getting close.

STEVE DEBRUHL: It's a challenge every year, no doubt about it.

FRANK GAFFNEY: Next thing is a new coffee machine he looked at at Blast.

HERBERT READO: I want that coffee machine. Only 2,000‑dollars. I just need the approval. I need to get all the other stuff taken care of to get the supplies in. Once I get it I want to be ready to use. They did send me a list on the products.

STEVE DEBRUHL: A company out of Seattle. It is a very nice machine. Counter top. We'll go ahead and move forward on that. She was supposed to send a quote. Did she send you that?

HERBERT READO: The invoice on the supplies, I have that. She would be willing to work with me on the prices and guide me on the brand. Not trying to get the most expensive, but a good coffee. I don't want to get the high end and have 5 or 6‑dollar cups of coffee. Between 2 or 3‑dollars is reasonable to me. I think the cups they had in there now someone told me that coffee was 2‑dollars a cup, one reason why it wasn't selling. It was a brand they were getting from Sams.

SHIRLEY B: Green Mountain.

HERBERT READO: Instead of the Keurig you have a pouch. You can put the pouch in there and then it makes the coffee for you. This one is going to make hot chocolate, cappuccino and different flavor coffee.

STEVE DEBRUHL: What about your chilled coffee?

HERBERT READO: They not buying that too much. I think the real coffee sells a lot better.

PINKIE HARRIS: Is it manual, you have to drop it?

HERBERT READO: A basket it drops so you know how many you sold.

PINKIE HARRIS: We were talking about branding of the sleeves for the cups.

STEVE DEBRUHL: Lighthouse. That's what they make over there. The problem with them you have to buy a lot. We can make a Randolph Sheppard cup.

FRANK GAFFNEY: They said they would store it for us. We wouldn't have to take delivery all that one time.

STEVE DEBRUHL: They were at the restaurant association show.

SHELLY LEJEUNE: They actually came and talked to us. If you want a certain label you have to end up buying it.

STEVE DEBRUHL: If we did a Randolph Sheppard cup. Herb you want me to get you hooked up with the Lighthouse lady?

PINKIE HARRIS: I'm going to be in the market soon.

HERBERT READO: Yeah.

STEVE DEBRUHL: I think it would be good if you could buy from Lighthouse.

FRANK GAFFNEY: Also said the main expense was different makeups, a charge for doing the initial layout. But if we did Randolph Sheppard it would be a lot cheaper.

STEVE DEBRUHL: All paper. No Styrofoam options. One guy was trying to get rid of Styrofoam. It cost more.

PINKIE HARRIS: Community is currently doing paper, but they're having trouble with their new manufacturer. The only reason I'm ordering from community is to get the nice cups.

STEVE DEBRUHL: I can set up a meeting with Lighthouse. They also make other stuff.

HERBERT READO: Let me know when you order that and I can start working on my product.

STEVE DEBRUHL: Always a little more expensive than what you're paying.

PINKIE HARRIS: I'm paying Community outrageous anyway. Rather support my own people.

SHELLY LEJEUNE: Do you want Lighthouse here in Baton Rouge to come to another meeting?

STEVE DEBRUHL: I have a contact in New Orleans. You talk to your contact, I will talk to my contact.

FRANK GAFFNEY: Any other discussion? Next thing on the agenda I am going to put off till the next meeting, we had a webinar through USA Technology and I signed up for it but I didn't listen to it so they sent me a copy. I had that. Next time we have more time it's about a half hour deal and I have a speaker where everybody could hear. It was talking about low income machines, what kind of credit card reader you would need depending on what your location was, what they would prefer. All the calorie counts, you have two machines. I haven't listened to the whole thing, about a half hour long. Keep it in my phone so we can play it anytime. Next thing is open discussion. Anybody have any open discussion?

SHELLY LEJEUNE: I have something maybe Steve and Kevin can possibly finalize this is to do with Buck and whether he's in good standing or not. If y'all have to send him a letter or do something because every meeting is the same question. Am I in good standing.

STEVE DEBRUHL: The same answer to the question. I do know Buck had conversation, talking to Frank about this, seems to be Buck is represented by Cantu's attorney. I think the position of the agency and Cantu there was a movement to try to have Buck removed from the location. That's what Cantu's attorney told him. That attorney was told by LWC. I don't know exactly where that stands. My understanding Buck is being represented by the attorney for Cantu Services. Probably needs to work through his attorney to work with our attorney to resolve the situation. It's not like he wants to go bid on a new location.

SHELLY LEJEUNE: He wants to know if he's in good standing. Could y'all actually send him something in writing. Because Frank and I told him the same thing over and over. What he has to do.

STEVE DEBRUHL: He is represented by counsel. According to him he didn't know he was being represented. The counsel from Cantu it goes back to the Fort Polk situation. My advice to him, get his own attorney and take it from there.

FRANK GAFFNEY: Basically it's in his ball park.

SHELLY LEJEUNE: Anyway y'all could put something in writing and send it to him, mainly what my question.

STEVE DEBRUHL: I think it's called a summons.

KEVIN MONK: I think that was done at one point Shelly. Sorry, I was out taking care of a matter. I think that was done at one point. I think the previous director.

SHELLY LEJEUNE: He is asking the same question every time.

KEVIN MONK: I think the previous director sent something if I am not mistaken. I can go back a look.

STEVE DEBRUHL: He needs to work through his attorney. Frank could tell you the last conversation Cantu says they're trying to agree he could be removed from the litigation. I don't know exactly where that standards. Again, the ball is kind of in his court when it comes to that.

SHELLY LEJEUNE: I totally agree, just bringing it up.

FRANK GAFFNEY: We tried to get him removed until the state found out he was represented by Cantu's lawyer. At that time we couldn't talk to him no more.

STEVE DEBRUHL: He didn't even know. Last time I talked to Cantu was at the court two years ago. Kind of been in the dark. Apparently at some point in time when it all started we'll take care of you, we'll represent you and that's where it stands now. Until he does something to remove himself from the litigation. Both parties are open to the idea of having Buck removed from that. Nothing we can do. I would say he has to initiate that.

ANTOINE BROWN: I have a question about the transition of the location I am at. It's kind of like a three different area. Number one, the vending machines to be brought in and then the equipment being taken out. And then I have been waiting, and I spoke with the person installing the card readers and he said I am not on the list, I have never been on the list. And I've been asking put my name on the list for probably a year or two. Trying to see what the status is.

STEVE DEBRUHL: We got the truck fixed finally. You had two coke machines in that area. Have you removed those from that location that were in the snack area?

MICHELLE DUNCAN: They go into the boiler room.

ANTOINE BROWN: They are still in there. The problem is all of the state equipment.

STEVE DEBRUHL: The state equipment is being blocked by these two coke machines. The plan was to remove all the state equipment which we're ready to do if it's available. But if you have those two coke machines you move those out of the way and we can go in there and remove all the equipment. I know you're prepped and ready to go. George is ready to do that.

ANTOINE BROWN: Did you get the pictures I sent you?

STEVE DEBRUHL: I don't know. Anyway, we'll get that out of there. Then turn it over to state buildings. They want to paint the walls, re due the floors and then go back and do your machines.

ANTOINE BROWN: I want to say the coke machine is a nonissue. I actually lined up everything and I showed Michelle where it can easily be moved out.

STEVE DEBRUHL: There shouldn't be two empty coke machines in a locked up storage room. We need to get those out of the way. And then we will send the truck over. I don't know why we have empty coke machines.

ANTOINE BROWN: So today that's what you're telling me.

STEVE DEBRUHL: I'm telling you right now.

ANTOINE BROWN: So today you're telling me those coke machines weren't there then possibly tomorrow we can move forward.

STEVE DEBRUHL: Yep.

ANTOINE BROWN: What about the card readers?

MICHELLE DUNCAN: The card readers you are on the list John doesn't have a list who is and who isn't on an order. Which I just got some ordered in, we just got them delivered and got them installed. Now I am capable of ordering again. I have four managers on the list and you are one of them. And I haven't ordered for any of you four. I'm not understanding, I don't know why John would tell you that you are not on the list, but you are on the list.

SHELLY LEJEUNE: John only knows who they for when Michelle gives them to him. That's as far as he goes. When Michelle says these are for this person that's as far as he knows. He doesn't know anything beyond that.

STEVE DEBRUHL: You want to put machines in the break room that aren't going to be moved. Let's move forward with that. Get those coke machines out of there and we'll clean that place up. Eventually put them back in there. I don't want the guy trying to remove that cabinetry around those coke machines. Empty that place out, let them do the rehab and put everything back in there and take it from there.

HERBERT READO: So those are coke machines?

ANTOINE BROWN: Coke machines, but they're a nonissue.

STEVE DEBRUHL: They are an issue Antoine. I don't understand why you have two empty coke machines. Does coke know they're in there not being filled?

ANTOINE BROWN: If we're going to go there.

STEVE DEBRUHL: I'm just asking. I don't understand why they're in there.

SHELLY LEJEUNE: With a snack bar.

ANTOINE BROWN: Yeah. Well, I tell you why, and I am trying to say this the most professional way I can. It's always an issue‑‑ never mind. Don't worry about it.

STEVE DEBRUHL: Just get the coke machines out there and we'll move forward.

ANTOINE BROWN: So on June the 2nd, or 22nd when they were supposed to be moved and there was no coke machines what was the issue then?

STEVE DEBRUHL: We didn't have a truck driver.

ANTOINE BROWN: And so prior to that three weeks before that when you did have a driver what was the issue then.

STEVE DEBRUHL: I don't know.

ANTOINE BROWN: Then when you got a driver and the driver's been going around picking up things what's the issue then?

STEVE DEBRUHL: You have these coke machines. Michelle told me she told you two weeks ago to get the machines out.

ANTOINE BROWN: That's not true. Michelle and I spoke two weeks ago with the issue of the drink machines.

STEVE DEBRUHL: She told me at that time you said you were having them removed. I thought there were removed.

ANTOINE BROWN: No.

STEVE DEBRUHL: As soon as you get them out. You call me when the machines are out.

ANTOINE BROWN: Again, when we spoke we said we remove those coke machines to a different spot.

MICHELLE DUNCAN: We're going to pull them in the boiler room. That's where you need to put them.

EMMA PALMER: If they coke machines coke won't come move them to the boiler room?

MICHELLE DUNCAN: The whole purpose of him having the coke machines in there is when we did have a driver right before it closed down he ordered the coke machines so they would be there whenever all the process took place. Truck driver left, machines are still sitting there, all the equipment is still sitting there. Coke, the reason why he went ahead and ordered, them because as Curtis would tell you right now, it is very hard to get any equipment through coke right now. So Antoine ordered them early so he would have them. I just got a call from Curtis yesterday and I told Curtis don't take the machines. And he says I'm going to tell you if my manager knows those machines are sitting there empty I'm in trouble. And I said well we are looking at picking up equipment next week and OSB is already aware and going to be working on the building. In Antoine's defense he did order them, but in our defense we did have a driver when all this started and we didn't have a driver for six months. It's just been there.

HERBERT READO: Move them to the boiler, get them out.

ANTOINE BROWN: It's a nonissue.

STEVE DEBRUHL: It's an issue. Call me when they are moved and we're waiting on you at this point.

ANTOINE BROWN: Just know I document everything.

STEVE DEBRUHL: Document it.

FRANK GAFFNEY: Does coke move it or the state?

STEVE DEBRUHL: Antoine is moving them. If I call coke I'm going to tell them to come pick them up.

FRANK GAFFNEY: Any other issues? What is the outlook on hiring another RSMA?

MELISSA BAYHAM: This is the first time I've ever heard y'all needed an RSMA.

KEVIN MONK: What I think we need is a program specialist to help us with all this unassigned vending stuff.

FRANK GAFFNEY: I would settle for either one.

KEVIN MONK: I don't think we necessarily need another RSMA.

FRANK GAFFNEY: A specialist can move around anywhere.

KEVIN MONK: We had one, then we didn't, then we had it, then we didn't. At this point I think that may have been one of the positions that was lost. We may be able to go back to the table and ask for it again.

MELISSA BAYHAM: I think we have a budget meeting next week and I usually get a vacancy report. First thing is to find out if it's still in the vacancy report cause I don't know.

STEVE DEBRUHL: We have 5 RSMAs. We could use another one in Baton Rouge. But at the same token we could have some of these Baton Rouge accounts assigned to different RSMAs. Michelle can still lay eyes on stuff. She wants them fire to fire. Definitely use support up here. Don't necessarily have to have a new person. Reassign some of these locations. Paul drive over from Lafayette every now and then.

FRANK GAFFNEY: When needed the specialist could help her.

STEVE DEBRUHL: It took six months to get a truck driver.

FRANK GAFFNEY: I know. That's why I'm asking now.

STEVE DEBRUHL: Everybody is doing what they're supposed to do on your side of the street you shouldn't have too much interaction with RSMA. We can make do with what we got right now.

FRANK GAFFNEY: Moving on.

HERBERT READO: From Blast they had data came out for the women, promoting the women, and I notice in Louisiana trying to count them all, I don't know how far this go back, says we have 13 women in the Randolph Sheppard.

SHELLY LEJEUNE: I think that's what we counted.

STEVE DEBRUHL: We have Tracey. We want to encourage women. Don't want to have people trained in and not have anywhere for them to go. I think our percentage is probably higher than most states.

HERBERT READO: No. You didn't get this.

STEVE DEBRUHL: Why don't you resign Herb and get some of these guys out of here. Twenty‑four percent of our managers are female. I will say that puts us in top 25 percent of states. Iowa has 0 percent. Kansas 10 percent. I see 11, 12.

EMMA PALMER: Representing women on the executive board. I mean on elected committee board. But also saying we should be represented on the executive part of it.

STEVE DEBRUHL: There's an election held every two years. Nominate yourself. If only men run, only men get elected.

EMMA PALMER: At this time I think when they did it it wasn't any women.

STEVE DEBRUHL: Several 0 percents on here.

FRANK GAFFNEY: Executive committee and elected committee is the same thing.

EMMA PALMER: Like being president, vice president.

FRANK GAFFNEY: Everybody just about got an office.

STEVE DEBRUHL: You can't make someone run for an office if they don't want to run for it.

FRANK GAFFNEY: The executive committee is made up of all committee people. The same as the trust fund made up all committee people. RSVA they have an executive board, but that's different than what we have.

STEVE DEBRUHL: I'm glad Pinkie and Candice stepped up. And Emma. I forgot about Emma. We have three ladies out of our eight. Ricky's position is coming open.

FRANK GAFFNEY: Next thing is district concerns. District one.

CANDICE LINVILLE: I don't know that I have any concerns out there. I think John always has concerns, but he hasn't voiced them to me. Everybody else has kind of been quiet.

FRANK GAFFNEY: District two.

PINKIE HARRIS: Everybody seems all right.

FRANK GAFFNEY: Next one is district three.

SHELLY LEJEUNE: I called everybody in that district also and no one really had too many concerns in that area. District 4 one of the concerns a few people had was getting their credit card readers hooked up. Once they got them done they can't get in touch with anyone. That particular person no longer works there.

STEVE DEBRUHL: USA technology?

MICHELLE DUNCAN: I deal with Brady. I'll text it to you.

FRANK GAFFNEY: At Stage Brush I will be talking to her about that. That's been a problem. I don't know if it will do any good. Next one is Earl.

EARL HEBERT: Everybody paid their liability insurance. Everybody said they did. Our regional training went pretty good. Everybody learned something from it. Other than that everybody is doing all right.

FRANK GAFFNEY: District six is Herbert.

HERBERT READO: Everybody I made calls, but nobody called me back with any concerns and so I guess everything is working good. One shout out to the agency, the agency did send out a notice for the meeting. Thank you for that. The notice did get out. There is no issues if they didn't come.

SHELLY LEJEUNE: They don't have to come.

STEVE DEBRUHL: I don't know why they would want to miss it.

FRANK GAFFNEY: District seven.

EMMA PALMER: I don't know if everyone know or not, but Marie Bennett's husband died. Another thing was that with the police station that Willie have Frank was saying going to discuss that with David cause they fixing to build a new police station and we don't know if they are going to add the snack shop with it.

FRANK GAFFNEY: Different location. And that building was one of the original charity hospitals. It's old. They have leaks all over the building they can't fix. The air conditioning won't work, they can't cool the place. In the warehouse those huge fans trying to circulate what air is there through the building. Now they have a new mayor who is pro police department and I'm looking for that to happen. We're keeping up with it to try to get a meeting with the mayor, whoever we have to get a meeting with. The people at the police department like us. They are in favor of us. They haven't even picked the land yet. The chief of police the people before me didn't even fool with the vending machines. When I got there I went to the chief and he said, cause coke was doing it, and I asked the chief and he said that's y'alls. You're authorizing me to go ahead and do it. Do it.

EMMA PALMER: It's been on the news and you do want a contact because you don't want them to draw up the plans and get everything in play and you're not added in.

FRANK GAFFNEY: Marie Bennett as of right now she has decided to stay.

HERBERT READO: When did that happen?

FRANK GAFFNEY: Close to two weeks ago. He's been hospice. Basically he was riding to work, but hospice coming to the house. Going on for years.

EMMA PALMER: We kind of been sweating bullets on that.

FRANK GAFFNEY: Emma was. Monroe that's getting fixed up with the credit card readers. Made some suggestions. Other than that everything is smooth.

EMMA PALMER: Buying the solution to clean the machines.

STEVE DEBRUHL: Frank has his miracle solution that does clean the shelves which tend to over time the plastic wax comes off of the bags. If that's something you think the state should buy and distribute.

FRANK GAFFNEY: I think it would be a lot cheaper than repairing the machines. As long as the managers use it. If you are requesting it it should be because of the fact you are going to use it.

KEVIN MONK: Call me on Monday Frank. I need to chew that one over the weekend a little bit.

FRANK GAFFNEY: Remember I showed you that one that stuff was so thick you could pick the shelf up with your hand. And I sprayed it on there just wiped it right off. That's the stuff.

STEVE DEBRUHL: Give them spray for the vending machine how about some Lysol for the back.

FRANK GAFFNEY: Used to be the state supplied the stainless steel cleaner which was expensive. And the cleaner for the fryers.

KEVIN MONK: Let me mull on that one. Leaning towards a no on the state buying that. Certainly have some discussion.

FRANK GAFFNEY: As individuals we can't buy it. You can't order a case of it. One can is going to last you six months or longer. If you only got about three machines.

EMMA PALMER: If we are saying you can't buy it that should kill your discussion.

KEVIN MONK: He didn't say you can't buy it. That's not what he meant. You can buy it, but you have way too much. I read between the lines on that one.

SHELLY LEJEUNE: What it was brought out in an earlier meeting, and Steve you did okay for Michelle to get some.

STEVE DEBRUHL: Kevin shot me down.

KEVIN MONK: It's one thing to buy an introductory thing, try this stuff. As far as ongoing cleaning stuff I don't think we need to get into that.

STEVE DEBRUHL: How much does a case cost?

FRANK GAFFNEY: I think a case was 70‑dollars. I think six in a case with a sprayer for each one. The can, a bottle and a sprayer. I only know of one company so you have to have an account. It doesn't take that much to open an account. That first one we got I bought because the state didn't have an account with them. Any other discussion on that? Being none. Date of the next meeting. We have March the 1st, 8th, 15th and 22nd. And the 29th.

MELISSA BAYHAM: The 22nd me and Kevin will be at the LWC has a labor summit.

STEVE DEBRUHL: Fifteenth probably works pretty good.

FRANK GAFFNEY: Tentatively be the 15th.

STEVE DEBRUHL: We will verify the room is available.

FRANK GAFFNEY: Do I hear a motion to adjourn.

SHELLY LEJEUNE: I make a motion.

SPEAKER: Second.

FRANK GAFFNEY: Meeting adjourned. Short five minute break.

Trust Fund Quarterly Meeting

December 14th, 2018

FRANK GAFFNEY: Call to order. Roll call committee.

SHELLY LEJEUNE: Shelly LeJeune, Baton Rouge.

CANDICE LINVILLE: Candice Linville, New Orleans.

PINKIE HARRIS: Pinkie Harris, New Orleans.

HERBERT READO: Herbert Reado, Alexandria.

EMMA PALMER: Emma Palmer, Shreveport.

EARL HEBERT: Earl Hebert, Lafayette.

FRANK GAFFNEY: Review of agenda. Everybody looked at the agenda.

KEVIN MONK: For the record Melissa is here. She is on the trust fund advisory board as well.

MELISSA BAYHAM: I am?

FRANK GAFFNEY: She took Mark's place. Approval of minutes. No objections?

SHELLY LEJEUNE: So moved.

FRANK GAFFNEY: They left off introduction of the state people. Introduction of state.

STEVE DEBRUHL: Steven DeBruhl, Randolph Sheppard program manager.

KEVIN MONK: Kevin Monk.

MELISSA BAYHAM: Melissa Bayham.

MICHELLE DUNCAN: Michelle Duncan, RSMA Baton Rouge.

FRANK GAFFNEY: Introduction of guests.

BYRON ANTOINE: Byron Antoine, Baton Rouge.

SHIRLEY THIBODEAUX: Shirley Thibodeaux, Baton Rouge.

LYNN BLANCHARD: Lynn Blanchard, Lafayette.

TANISHA LOPEZ: Tanisha Lopez, ABL Randolph Sheppard trainer.

SHIRLEY B: Shirley McCorkal, Baton Rouge.

FRANK GAFFNEY: Next thing is new business. Trust fund monthly income. Steve or Kevin.

STEVE DEBRUHL: You have the blind vendors' trust fund in front of you. For August collections were 17,000. September 33,000. October 32,000. November we had 26,000. There is an expenditure of 202,000‑dollars. Asking Kevin. Not exactly sure what that is. Current balance as of December 11th 2018 586,336‑dollars. The balance of the trust fund. We were just talking about that. The second page of that sheet shows you the expenditures since July. The stipends on the other charges were 183,000. A vast majority of the stipends. The first page 150,000 dollar expenditure. Talking to Kevin I don't know if that's exactly the amount we presented to RSA for the prior approval. I don't know if that's what that is. I don't think we actually spent that money.

FRANK GAFFNEY: Is that money missing?

KEVIN MONK: No. The biggest thing that the trust fund pays of course is like match for RSMA salary, Steve's salary, a portion of mine. And then also a piece whatever piece of the building, for example here that Michelle occupies. And a little bit of rent and the other expenses. The same holds true in other offices where there is an RSMA there's a proportional piece that's paid. That could be that portion of that. Obviously not for a month, but a lot longer period of time.

STEVE DEBRUHL: Steven Johnson is the one that does this for us. He's been out with the flu this week. I will follow back up on that Frank.

FRANK GAFFNEY: I didn't get that other paperwork either with all the expenditures. Other paper I get with the budget and everything on it.

STEVE DEBRUHL: That's right here. It's on letter size not legal size.

FRANK GAFFNEY: I am talking about the breakdown.

STEVE DEBRUHL: That's what this is.

FRANK GAFFNEY: Oh, okay. That's easier to read.

STEVE DEBRUHL: Five pages.

FRANK GAFFNEY: Well that's good. I like that. Source of revenue we already know that. Open discussion. Anybody here have questions about the trust fund? Kevin is going to let us know what that 150,000 is. Do I hear a motion to adjourn?

EMMA PALMER: I make a motion.

SHELLY LEJEUNE: I second.

FRANK GAFFNEY: All in favor. Opposed? Adjourned.