

DPO Advisory Council AGENDA

Date: May 27, 2020

Time: 1:30p - 3:30p

Place: Teleconference - We will be using Adobe Connect - Information at the bottom of the agenda

PURPOSE of the Meeting

Information sharing, problem identification, and issue resolution for all agency procurements.

TOPIC – activities/topics	WHO	DURATION
Welcome/Announcements <ul style="list-style-type: none">• Roll call• Approval of April Minutes	Toni Payseno, Chair	1:30p - 1:35p
DAS Updates	Debbie Dennis - DAS	1:35p – 1:50p
DAS Statewide Policy Business Equity and Inclusion	Eloisa Miller – Governor’s Office	1: 50p – 2:05p
Oregon Buys Update	Nicole Brazeal - DAS	2:05p - 2:15p
Update on February DPO Group Activity	Melissa Canfield - ODOT	2:15p – 2:30p
Round Table	All attendees	2:30p – 3:25p
Closing of Meeting		3:25p - 3:30p

NEXT MEETING:

Wednesday, June 24, 2020 at 1:30p – 3:30p

DPO web page: <https://www.oregon.gov/das/Procurement/Pages/DPOCouncil.aspx>

Please use this link for this DPO meeting:

<https://dasps.adobeconnect.com/dpo/> Check the URL access prior to the meeting because periodically you may need to adjust popups.

Please type your first and last name to enter the classroom

Close out of the first popup screen. You will be prompted to connect your audio.

Call in information:

1-866-377-3315 (Toll Free)

Passcode for attendees – 7558696#

Please remember to mute your phones to help with audio quality.

DPO Advisory Council Meeting

Meeting Date: May 27, 2020
Time: 1:30 – 3:30pm
Location: ADOBE Connect

Attendees: Melissa Canfield (ODOT), Sandy Cavet (DAS), Debbie Dennis (DAS), Sharon Domaschofsky (OSP), Joshua Hardage (DOR), Jay Jackson (DAS), Robert Jones (PERS), David McKay (ODOE), Kelly Mix (DAS), Mary Mynes (ODOT), Toni Payseno (DOC), Tom Riel (HECC), Archana Thapa-Sherpa (DOJ), Kim Wisdom (DAS), Zaida Auniga (ODF), Cort Dokken (DAS), Nicole Brazeal (DAS), John Koljesky (DAS), Eloisa Miller (Gov), Gail Stevens(OCB), Lisa Ansell (BIZ), John Walton (OBDD), Nancy Cody (DCBS), Jonathan Rivin (DEQ), Lisa Tran (DEQ), Kirk Rhoades (DHS), Karen Johnson (DOJ), Mande Wilding (ODE), Nameum House (ODE), Ken Loffink (ODFW), Sandra Flickinger (OHCS), Salem Opeifa (LCD), Carol Brandt(OMD) , Phillip Andrews (SOS), Jean Straight (DSL), Michelle Johnson (DSL)

ITEM	DISCUSSION
Welcome/Announcements – Toni Payseno	
	<ul style="list-style-type: none"> • Attendance was taken • April minutes approved
DAS Updates – Debbie Dennis	
	<p>A large portion of the PS team is involved in ER. Some of the team is working remotely and a team that reports to the office each day is working on PPE purchases. Some of that work is beginning to ramp down a little bit. Enough orders are in place to reach stockpile numbers. The team is getting receipts and checking to see if they received what they ordered as many items are from China.</p> <p>Leaders in the State have created a team called MAC – Multi Agency Coordination Team – coordinating the State’s response to the pandemic.</p> <p>PPE Subcommittee - Debbie will lead. The project is not completely scoped out but it will comprise a lot of Debbie’s time. Thanks to the team at DAS for keeping everything going. Good conversation for procurement regarding managing employees remotely.</p> <p>Ginny Beckwith is taking the OregonBuys effort from Debbie. OregonBuys needed a full time manager and Debbie is very grateful to Ginny for stepping into this role. It will take her a bit to be acclimated to her new duties.</p> <p>Behind Ginny, team lead Lori Nordlien is stepping into the role more fully, working with the IT team and training some new employees.</p> <p>Cort Dokken formerly on IT will also lend support as needed to the IT group.</p>

Department of Administrative Services
EGS | Procurement Services
Submitted By: Kim Wisdom

	<p>Training –Trainings have been converted to online or webinar format. Check training calendar –courses are scheduled throughout September. COBID executive order – work is continuing on an ongoing basis.</p>
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DAS Statewide Policy Business Equity and Inclusion – Eloise Miller – The Governor’s Office

	<p>Supplier reports and agency information that were due at the end of January are with OHA for review. COVID reprioritized work and that is why the report results are late.</p> <p>Business Equity and Inclusion policy and procedures.</p> <ul style="list-style-type: none"> • Kelly and Jay are helping work on this. • Focus is how to use this policy in conjunction with other rules, statutes and policies that are in place. • Next step is Steering Committee Review & DPO review so there are no surprises at finalization. <p>Building awareness around Oregon’s framework regarding COVID19.</p> <ul style="list-style-type: none"> • Working with different agencies, the Governor, and COVID19 response to recovery. • Focusing on community and foreign policy and partnership. • Business engagement is very important and it is important to reach out to rural Oregonians, women, minorities and disadvantaged businesses. • There are many inequities and we need to work to resolve these. • A call to agencies to reach out to communities.
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OregonBuys Update – Nicole Brazeal

PowerPoint	<p>Working towards NTP.</p> <ul style="list-style-type: none"> • Twelve out of nineteen deliverables are complete. • The last deliverables are scheduled to be completed by the end of June • The goal is to have NTP by the end of July. A two weeks advance notice will go to agencies before work begins. • We will be scheduling a virtual forum before then. <p>New member to OregonBuys advisory council member is James Reed from Oregon Department of Forestry.</p> <p>Ginny Beckwith will be sharing an update later this week.</p> <p>Version 15 upgrade plan is for 6/6/2020. Maintenance messages will be on the website for vendors.</p>
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Update on February DPO Group Activity – Melissa Canfield

- DPO Group Activity Update – responses to questions from activity.
- There were many of the same themes among the groups
 - Take the most recurring themes and bring back to group so committees can work on some items.
 - DOJ Review, exemption rule, may become a small rules advisory group, to suggest modifications to their rules.
 - Communication, timelines, etc. were also recurring themes throughout the activity.
 - Maybe address these items as a DPO council.
 - Sharon said she would be willing to participate in a subcommittee.
 - Timeframe/commitment requested along with subcommittee names will be provided at the next meeting.
 - Cost of PPI since 2007 has gone up with inflation and now much of this cost is on us. Melissa will send an email around to see who is interested in participating in this workgroup.

Roundtable and Discussions

Kelly Mix – This fall will be the time to let DAS know what types of training the DPO group wants.

- New curriculum in October to pilot trainings that will be offered in spring.
- DAS classification review for PCS will be back on the table.
- Looked at MQ’s that were piloted; there was no follow-up. ODOT has done quite a bit of work looking at what skills are needed for PCS at our level.

Toni Payseno: Are there any agenda items you would like in the next few months.

- DAS Class & Comps will be coming back (Kelly)
- Toni asked that folks please suggest agenda topics that you would like.

Melissa – Did rules training occur?
 Kelly Mix – Yes and the training was done via a Webinar in March.
 Kelly Mix - The webinar was recorded and DAS should be able to make it available. People would still be able to get credit.

Jay – it was not a full rules training class – it was an update.

Kelly said he will provide some guidance and updates to that and let people know where they can find the recording if they could not attend the session. Melissa would like to be sure people who need it for their certifications can access the training.

Jay – Corporate tax – the paper was not completed.

Department of Administrative Services
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Submitted By: Kim Wisdom

Debbie and Jay will have something they can finalize and get out to everyone in the future.

Kelly is working on updating to virtual exams for the OPBC.

Question - Gloves, hand sanitizer, etc. where are folks getting them? Any reliable suppliers that anyone can recommend? Melissa recommended contacting Meghan Jorgenson for some help. Sharon also offered to help.

On Business Oregon website, new section, Supply Connector – if a company has something to sell in regards to the pandemic response they can list it there and folks can go to the website and search for items.

Next Meeting:

Date: June 24, 2020

Time: 1:30 - 3:30 pm

Location: ADOBE Connect



OREGONBUYS

DPO MEETING

MAY 27, 2020

CURRENT STATUS

- Progress toward Notice to Proceed (NTP)
 - 12 out of 19 deliverables sub-plans completed toward NTP
 - Remaining plans scheduled to be complete by end of June
 - Critical Path is aiming to have NTP by end of July
 - Once we get NTP and confirmed dates, we will:
 - Work on opening wave enrollments for Phase 2 (with two weeks advanced notice to agencies)
 - Schedule a forum
- New Advisory Council member
 - James Reed (ODF Disbursements Manager)

VERSION 15 UPGRADE

- Keeps software current and moves us to new hosting environment
- Readies us for “Marketplace” (will roll out with ORPIN replacement)
- Tentatively scheduled June 6
 - System outage for most of the weekend
 - We’ll communicate with stakeholders throughout
 - Maintenance message on website will inform vendors/suppliers



QUESTIONS & FEEDBACK



OREGONBUYS.INFO@OREGON.GOV



[HTTPS://OREGONBUYS.OREGON.GOV](https://oregonbuys.oregon.gov)



THANK YOU!
