

# COMMUNITY COLLEGE MODEL RULES TASK FORCE MEETING MINUTES 10/28/2008

## **Host Site/Attendees:**

Meeting was held at Clackamas Community College, 10/28/08 @ 9:30 AM.

Task force participants in attendance were: Eileen Miller, Chemeketa Community College; Lacrechia St. Clair, Clackamas Community College; Chris Robuck, Clackamas Community College; Julie Mosier, Central Oregon Community College; Sharla Andresen, Central Oregon Community College; Kayleen Warner-Arens, Columbia Gorge Community College; Jack Nowak, Klamath Community College; Bob Baldwin, Lane Community College.

## **Introduction/Background**

Minutes of the April 15, 2008, meeting at Linn-Benton Community College were briefly discussed. Eileen Miller passed out copies of Proposed changes to the Community College Rules of Procurement dated January 19<sup>th</sup>, 2005, and Revised October, 2008, Pending Board Approval. Miller indicated that Chemeketa was close to Board approval.

The task force revisited its history (e.g. began meeting in January 2004, as a result of the rewrite of ORS 279, which went into effect March, 2005), original objective (i.e., maintain a statewide document to provide continuity in purchasing and contracting decisions throughout the state's community college system), and need to review the Community College rules of Procurement (CCRP), to ensure compliance with recent statutory changes as well as address any housekeeping measures. Task force participants were again advised that changes to Section 100 and 200 are to be made only by consensus of the Participating Oregon Community College members.

## **Participatory Agreement**

Participating Oregon Community College (POCC), agreements have been executed with: Clackamas Community College, Chemeketa Community College, Rogue Community College, Linn-Benton Community College, and Central Oregon Community College. Columbia Gorge Community College and Klamath Community College has a formal adoption of CCRP but a signed Participation Agreement has not been filed.

Per our last meeting Dena Lund, developed a website for the POCC, <http://depts.clackamas.edu/purchasing/POCC.aspx>, before she retired in July. Lacrechia St. Clair, Clackamas Community College will be keeping the site updated. [lacrechia@clackamas.edu](mailto:lacrechia@clackamas.edu)

The site consists of links for Public Notices Published on behalf of POCC, Templates, and POCC Agreements.

### **AG Rules**

Miller provided the group with an email where those who have purchased the AG Rules, might contact to see about getting electronic copies of the rules.

[Stephanie.Smythe@doj.state.or.us](mailto:Stephanie.Smythe@doj.state.or.us).

### **Others**

Both Lane and Chemeketa Community Colleges are in the GMGC process. There was a discussion of how it was working for each institution.

It was suggested that we have links to co-ops that we use as a group on the website. Members will email the links to St. Clair and she will put them on the website.

Miller shared with the group that they are now requiring CCB# and whether work is Public Work on all construction requisitions. She brought up an incident that caused them to make sure that they were working with licensed contractors. She also handed out a handout from Boli about what Public Works is.

Miller also provided the group with a handout titled (The “Burning Platform” – Why Changes is Needed in Oregon’s Procurement System)

Miller shared with the group a handout titled “Sustainability guidelines in Procurement and Chemeketa Community Colleges’ commitment to sustainability. The members had a short discussion about electronic copies, hybrid vehicles and other ways to begin being sustainable.

### **Next Meeting**

The next meeting will be scheduled in the spring, April 14<sup>th</sup>, 2009 at 10 AM-12:30 PM at Lane Community College. The meeting was adjourned at 12:30 PM