

# PROCUREMENT POLICES AND REGULATIONS TASK FORCE

## MEETING MINUTES

August 13, 2015 – 4:00 p.m.

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*5<sup>th</sup> Floor Council Conference Room, Council Office Building*

### ***Members Present***

Wayne Cobb  
Tom Creamer  
Buddy Henley  
Linda Moore  
Daniel Parra  
David Robbins, Chair

### ***Members Absent***

Eppie Hankins

### ***County Staff Present:***

Mary Anne Paradise, County Council  
Linda Price, County Council

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## **I. Call to Order and Approval of Minutes**

The meeting was called to order at 4:06 p.m. with a quorum of members present. The minutes of the July 30, 2015, meeting were unanimously approved by all Task Force members present.

## **II. Worksession – Review Report Draft**

Chair Robbins commented that because there wasn't enough time to coordinate sections of the report drafted by members, the draft report was not yet available for review. He said that he would draft language to harmonize the report and submit it to members for review. He also expressed the view that time constraints would prevent the solicitation of feedback on the report from government and other entities, but suggested that a preview of the report could be provided by Ms. Price to key County staff.

When asked if the report was missing anything, Mr. Creamer commented that the recommendation that the County copy the debriefing process used by the Federal government regarding solicitations was not included in the draft. Ms. Price also suggested that the best practices could be included. Mr. Robbins noted the report could be presented to the County, which it could then use as an opportunity to determine if the recommendations are in agreement with standard best practices.

Mr. Robbins thanked members for their input on the report, and indicated he would provide a "letter from the Chair" after the draft report was developed. He indicated that he would forward the draft report with his added language to members by Saturday, August 15, and requested members provide any comments no later than Tuesday, August 18.

The meeting adjourned at 4:29 p.m.

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