Randolph Sheppard Meeting

January 1/12/18

FRANK GAFFNEY: Call to order. Roll call of committee members.

SHELLY LEJEUNE: Shelly LeJeune, Baton Rouge.

EMMA PALMER: Emma Palmer, Shreveport.

JANICE FOSTER: Janice Foster, Baton Rouge.

DON ARABY: Don Araby, New Orleans.

HERBERT READO: Herbert Reado, Leesville.

FRANK GAFFNEY: Review of agenda. Any questions? Approval of minutes. Shelly, did you read them?

SHELLY LEJEUNE: No, I didn't get a chance to.

FRANK GAFFNEY: I read them. They're word for word so. Welcome by Frank. I welcome everybody here. Opening remarks by Steve.

STEVE DUBRUHL: LWC LRS Director Kevin Monk, Chauntey Carter is here helping us with the paperwork, and Michelle Duncan is here as well. Mark Martin our director this is his 3rd day with his new surgical implanted knee. Ken York is the acting director while Mark is out on medical. He was going to try to join us today, but he's been swamped. Mr. Earl Hebert just entered the room. Just make sure you sign the sheet Chauntey put together. Just like Frank welcomed everybody. This is a public meeting so we have Mrs. Lynsey Hebert taking copious notes to keep everything down. If you could remember to identify yourself to make sure we get everybody properly credited for what they say. There was a recent bid that went out, a lot to talk about so I want to let you know what happened. The Ouachita Parish courthouse went out and Joseph Davis from Baton Rouge who had the Department of Agriculture and Laronica who was our new manager in that area put in for it. And selection committee came up with Joseph Davis. He's accepted it. He's going to go to Ouachita Parish. We put the bid out Monday for the Baton Rouge area Department of Agriculture. If you know anybody who's interested or you're interested Michelle is going to conduct a tour on that next Wednesday and we'll try to do the selection. Federal City location went out. Interviews were held for all six candidates. Screening committee made a recommendation which was forwarded to Kevin, to Ken, to Mark, to the very upper management and a decision has been made. Chauntey sent out a letter to the people who applied. Once that letter has a chance to be delivered the new manager is issued a license and we'll announce who that person is. All the EC members who spent the night or seeking mileage reimbursement please get with Michelle. Make sure we get all your paperwork we need and you have to sign the expense report. We can't submit anything for reimbursement unless we have proper documentation and signature. If you want to get paid Michelle is who to talk to. Instead of chasing back and forth in the mail let's try to get it done before we leave here. That would be it for right now.

FRANK GAFFNEY: Next thing is introduction of guests.

LYNN BLANCHARD: Lynn Blanchard.

MARY GLASS: Mary Glass, a driver.

PAM GAFFNEY: Pam Gaffney, Shreveport.

FRANK GAFFNEY: That's it. The next thing is review of agenda which we have been through that. Approval and corrections of minutes. That's word for word. And looks like I am the only one that reads it anyway.

STEVE DUBRUHL: Actually, I read it.

FRANK GAFFNEY: I put the headsets on, lean back in my chair and listen. Going into old business. First thing is update on federal prisons.

STEVE DUBRUHL: Unfortunately not a whole lot to talk about here except they have a new warden. I received an email from a new guy about a month ago and reaching out, basically starting over. The problem is anytime I send an email to this federal prison they have like a screening thing it bounced back like a week later. I resent it and it did go through and I haven't heard back yet. In speaking to the upper management at LWC what we might do is apply for a permit for the location. That will have to be done through our legal department. Might be the way to go at this point. The commissions have risen since we had our meeting. Only in the 500 to 600 dollar a month range now which I think is low. We're getting a commission statement. That's one that's going to require some help from the legal department.

FRANK GAFFNEY: Any questions? Next on the list is resignation letter update.

STEVE DUBRUHL: In talking to Cynthia, the attorney, we just need to inform everyone of the change. I have written an email and sent to them for approval. Mail a letter out to all the managers just like we do for every bid announcement. And then RSMAs will have a copy that they will hand deliver.

FRANK GAFFNEY: And have them sign. I would recommend it.

STEVE DUBRUHL: If you want them to. Just informing them, and everyone agreeing, unless we have a disagreement. We will send it out and also follow up with a hand deliver with a signature.

FRANK GAFFNEY: Any questions? Update on number of personnel in LWC.

STEVE DUBRUHL: It's definitely growing. There was a time, but they've consolidated other people. The thinking is between 550 and 600 people now. I talked to Keith who's in charge of facilities and there's the annex building across the street, used to be a training building, and they're putting some people in there. Pretty soon if it's not at 550 now probably close to that, 600.

KEVIN MONK: Especially when this LRS office here where it winds up over there where we used to be in a couple months I'll feel more comfortable it's going to be in that range definitely.

EMMA PALMER: Who is doing the machines over there?

STEVE DUBRUHL: Refreshment Solutions. It's part of that micro market. Something we talked about changing. I actually had a meeting with Refreshment Solutions on Tuesday and told them that's what we were thinking and he's okay with it. He says the micro market is not really doing well. People for whatever reason don't really want to go down there. As far as the fresh food sales they're negligible. We're splitting the profit with the food sales and throwing a lot of stuff away, just expiring. The thing was originally set up with the previous manager who was there. When it was a cafeteria there was never enough business to make a living and also play employee expenses of three to four employees that worked there. The way it's set up now, a kiosk, people pay through the kiosk so you don't need a cashier. It was supposed to be set up a manager was there. He would load the machines, service the machines and go with them as a processer. But since the manager left we've been 100 percent reliant on Refreshment Solutions to do everything. Expenses we're incurring labor expenses and everything else. Frank and I have talked about, and one thing talk about today, maybe putting a manager back in there. I talked to Keith the way it used to be set up you walk in there was a serving line so they constructed a wall and narrowed it up, enclosed it with glass. So right now there's one side door and behind that door is the serving line and behind the serving line is the kitchen. Keith had told me from LWC that if we decide to do it put another door where they could walk through the left side, go to the serving line. Which again, we don't want it to be a cafeteria. They can make that into a snack bar type situation. And then pay through the kiosk on the way out or get a cash register. I think there's enough business there to support a manager. But it can't go back to being a cafeteria. Herbert can tell you, he's a good operator and never made any money.

EMMA PALMER: They got cameras over there too.

STEVE DUBRUHL: Shrinkage doesn't seem to be the problem. Just lack of people going there buying things.

SHELLY LEJEUNE: The way you want to do it is walking in one way going through coming out the other way.

STEVE DUBRUHL: My concept is they have coolers out there, but you also have hot warmers out there. So you can make biscuits in the morning, put them on display, let people buy off the rack. The problem you get into over there this guy wants a hamburger with no pickles. You just don't have it. Almost like a convenient store. People poo poo micro markets, but Frank can tell you that's what everybody is going to. This is going to be like a hybrid micro market where the person is actually there. We had a conversation a lady in Atlanta she does extremely well. She doesn't have the labor. It's just her. I think she has someone helping part‑time. If it's structured like that I think it would be profitable.

SHELLY LEJEUNE: Basically grab and go.

FRANK GAFFNEY: And it would be our equipment, no 3rd party involved.

STEVE DUBRUHL: We have to get that kiosk. Going to that convention I met three or four different people they sell those. The machine right now it has cameras, it's very expensive. You can pay with a credit card or get a card called a more card. I could put 20 bucks on there. I could buy my stuff and swipe the card. You can also pay cash through the terminal, but it won't give you change unless you have a card it will put it on your card. Most of the transactions are with credit cards anyway. We have a terminal that just processes credit cards. Basically credit card only or if you had the manager there you could do the cash. There's not enough business to have a cashier to sit there all day long. That's what was happening last time, people getting paid and the manager making no money at all. That's what it was set up to do originally and it fell apart.

SHELLY LEJEUNE: You're still going to need somebody to put the money on the card.

MICHELLE DUNCAN: They manually do it right now themselves.

STEVE DUBRUHL: I went to the terminal got my card and put 20 bucks on it. Still got five bucks on it.

MICHELLE DUNCAN: You can go online and add the money from your account online. You can set up a more account online and transfer money to that card and then go use it at the terminal as well.

STEVE DUBRUHL: I think it might be the time to go back and do it. Refreshment Solutions is fine with turning it back over to us. Only thing we don't own is that terminal, the kiosk. We could go that way. If it's going to be a person there again the idea is try to limit the labor. If it's a manager rings it up and somebody help stock. But you could make it into a two person, one person operation then you could make some money.

FRANK GAFFNEY: You could have the option with call in that you could fix somebody something and ready when it got there. If they wanted to do it. Is there still a phone down there?

MICHELLE DUNCAN: There is a phone line which is in the office which is nowhere where you're at.

KEVIN MONK: You could almost do it with emails.

FRANK GAFFNEY: Is there internet?

MICHELLE DUNCAN: Yes.

STEVE DUBRUHL: The kiosk process is over the phone line too. Keep going back to the well, but if we get a good manager. Who is going to run it. Six hundred people, five hundred people in the building there are the challenges we always have with the guy selling food on the corner and major menu delivering and stuff. Between the vending machines and the micro market if they could augment that with hot options that would be the way to go. It's just hamburgers, hot dogs, snack bar items. Full blown cafeteria concept, I don't.

FRANK GAFFNEY: The vending machines when you have an onsite manager the vending machines do better.

STEVE DUBRUHL: Do you want to move forward with that as a committee?

FRANK GAFFNEY: Any discussion?

HERBERT READO: Only concern I would have is how many managers we have in training that would be able to look at that kind of location.

FRANK GAFFNEY: Could be a little while yet before we could do the transfer over, but we want to look more into it.

HERBERT READO: I don't think a manager that has a location now would transfer to that location. Unless you use it as a pilot program.

LYNN BLANCHARD: I got one training right now and we're setting up assessments. Kind of hit a lull. But have the potential for I think we have three possibilities right now.

STEVE DUBRUHL: Hasan, he's going to be coming out. His challenges, I mean he knows the food service business. He was a regional manager for Hardies so he knows that. I guess the blindness, he's having issues there.

FRANK GAFFNEY: One in training, three possible.

STEVE DUBRUHL: Then Leon Junior coming out for assessments starting next week. And his father Leon was a blind manager in the program for 30 years. And Leon worked for his father in his father's place so he knows the program inside out. But just recently losing his vision. We have Laronica who said she is willing to relocate. LRS if you have a file there's an opportunity if she were to get a location they could help her with moving costs and setting her up down here. That's an opportunity through LRS.

FRANK GAFFNEY: We only have one location in Monroe and Joseph Davis he was given a house and some land so he's moving back up to where his family is.

STEVE DUBRUHL: There's always a catch twenty two. We have Sandra Jones she has her license and she's in New Orleans. She's not looking to relocate. Laronica could be the one for this location. Gross sales between machines and everything else in the 5, 6,000 dollar range. By the time it's all said and done though if it's set up that way Rickey for example, not saying he would want to move, it would be a level two I think.

SHELLY LEJEUNE: How long are you looking at before this could be ready? You have a manager at the post office down Florida that's started there and he could be ready to move up too. He would have experience.

JANICE FOSTER: He told me this morning it was kind of slow. He had signs trying to do specials and stuff.

STEVE DUBRUHL: We have Department of Agriculture coming up. The thing is you're right Herb a lot of people are not going to leave a level three stand to go to a level one stand. Not like we have a surplus of managers or locations. The timing is up to us. I think it would be a viable location.

HERBERT READO: The labor just looking for some food. Just looking for some hot food.

STEVE DUBRUHL: They say that, but then they have to support it.

MICHELLE DUNCAN: That was the issue before.

STEVE DUBRUHL: People want what they want. You can't build a business around just that. You start doing a special with two vegetables they want a different vegetable. If it's more like when I go to the Exxon station they don't have anybody there. If you have more like that like a grab and go concept. You could put hamburgers, fried chicken that day and put it out there. Put it on the rack for someone to grab it and go. That way there is no one to yell at. We're open to doing it, Refreshment Solutions is open to giving it up. We don't want to make any promises to LWC.

FRANK GAFFNEY: Is everybody in agreement we look into it. All right.

STEVE DUBRUHL: Same type of situation with the kiosk and everything else. They are not that expensive. If you get one that just takes credit cards it's not that bad. The one we have is fancy. It has cameras and it takes dollars and everything. If you are going to have a manager with a cash register you can still have the kiosk there. If you have a credit card pay through the kiosk. Maybe cash only with the cash register. Hopefully small percentage of your sales through cash.

FRANK GAFFNEY: If we don't have cameras there.

STEVE DUBRUHL: We have cameras.

FRANK GAFFNEY: Cause when the managers leave those other cabinets are open.

MICHELLE DUNCAN: It does have the option of locking those glass doors. When they leave out they can lock those doors.

EARL HEBERT: You get the items and then pay for it. You don't pay for it then get it after.

STEVE DUBRUHL: You walk in get what you want.

EARL HEBERT: So if nobody is there you grab it and go.

STEVE DUBRUHL: There was a guy that was doing that. The cameras, they have three cameras so you can see people coming in. This other issue we actually put a 3rd camera back midway through the cafeteria so you could see when they walk in the door. You walk in the door, you take a left, this is all seating back here and there is a glass door you walk in racks on the left, coolers, freezer in the middle, coffee station on the right and then the kiosk to the far right. So there's three cameras covering that and also a camera that walks people coming in. You can see who comes in and who comes out. If you go to scan something and you cancel it it takes a picture of you. I know everyone thinks people are trying to rip them off. There's a certain element of our culture that does that. Talking to everyone I know that has micro markets like Nicky.

FRANK GAFFNEY: All the conventions I go to everybody swears by them. I would make a suggestion on that too, lock those cooler doors up. Somewhere down in that cafeteria where if somebody is coming down there to sit down and eat I would go ahead and put a coke machine and a vending machine in there too. Maybe not in the same spot, but in that area somewhere.

SHELLY LEJEUNE: Didn't they have some already.

MICHELLE DUNCAN: They used to.

STEVE DUBRUHL: There's no need. Micro market is in essence a giant vending machine. Walk in and grab it instead of pushing a button.

KEVIN MONK: The guys that we talk to that have the micro markets we ask about shrinkage, people walking out with stuff. They say yes it does happen. But they say it's so minimal it's not even worth the hassle of trying to fight it. Of course they don't encourage it, but it is a minimal amount.

STEVE DUBRUHL: You could lock the doors just like a regular snack shop. We got a lot invested and it is a good concept. There was a manager there running. Again, that was the way it was originally supposed to be. I think it would be more profitable. I think you could do better. They have someone there putting fresh food out, knowing what people are buying, not buying. Fresh food is seven days. Whatever profit we're making on soft drinks getting knocked off on the fresh food.

FRANK GAFFNEY: With us doing it like all your salads wouldn't be sitting there going out of date cause you make up fresh ones Monday when you come in.

STEVE DUBRUHL: Stick a label on it, walk over to scan it so you don't need to have that.

SHELLY LEJEUNE: I have a question. And I know you seen this before. Cameras a lot of them are being monitored by a monitor or TV screen. You walk in the bank so when you walk in you see yourself.

STEVE DUBRUHL: We have one of those and when you walk in it takes a picture. Like four different angles so you can see yourself on TV.

SHELLY LEJEUNE: I know what it looks like, but I have never been there.

STEVE DUBRUHL: I will explore about the kiosk and talk to Keith about timeframe what it would take to do that door.

HERBERT READO: One question on that. If someone goes into the kiosk and grab something and leave out of there it doesn't go off?

FRANK GAFFNEY: No.

STEVE DUBRUHL: They do inventory. The guy comes in there that person was stealing these five hour energy things. He started with ten, comes back there's five. You go to the kiosk, none is ringing up, somebody stole five. Inventory situation.

FRANK GAFFNEY: Not that kind of bar code.

SHELLY LEJEUNE: That is a good idea Herbert.

HERBERT READO: I know if you go to the store and you get too far to that door it's going to go off.

STEVE DUBRUHL: They don't put them on 20 ounce cokes. They put them on things that cost 50 bucks.

FRANK GAFFNEY: We'll explore all of it. Once we decide we're going to do it then we'll try to find all options.

STEVE DUBRUHL: I think there's something to be said if they'll steal from Refreshment Solutions, a vending machine company, or stealing from Herb standing right there every day they might think twice about it. I just think having a presence there. That would increase people wanting to go down there.

SHELLY LEJEUNE: Having a manager they can talk to.

STEVE DUBRUHL: I'll start working on that, come communicate with you and give you an update.

FRANK GAFFNEY: Any other discussion? Moving on. Next item, golf carts.

STEVE DUBRUHL: Also sent an email, but mail out just to everyone again, every manager, reinforcing the vehicle policy, whether golf carts, or automobiles, or anything. If you are going to be on state property you have to have coverage. If we need to hand deliver to specific managers who have golf carts we'll do that as well as have them sign.

HERBERT READO: You're saying there is a policy in place that you have to have insurance.

STEVE DUBRUHL: Yes.

KEVIN MONK: No. What we said was any manager who is using a golf cart or whatever personal vehicle on their location that they're going to need to be able to show they have a separate insurance policy that names that golf cart, or vehicle, or whatever they're using on the location. Because they can't use the general liability policy that all of you guys fall under. Show they have insurance that names the golf cart with whatever serial number.

STEVE DUBRUHL: Attached to their automobile insurance.

EMMA PALMER: When are they required to show proof of that. Just like I know it's a deadline with the liability insurance.

FRANK GAFFNEY: This is all they're going to have to get notified. First time we've ever done it so I don't know if there is any set deadline.

SHELLY LEJEUNE: In case something happens you have to prove you have insurance on your own.

KEVIN MONK: It is still going to be a work in progress, but I'm thinking they can send something in beginning of the year just like they do with general liability insurance.

FRANK GAFFNEY: The ones that did read that letter it says we don't cover any motorized vehicle which is a golf cart. Or anything electric it's still a motor. Any motorized vehicle or alcohol sales.

SHELLY LEJEUNE: So you're not counting because probably 90 percent of us all have our own vehicles so you're not counting that.

STEVE DUBRUHL: We do count that.

FRANK GAFFNEY: By law you're supposed to have insurance. But by law you don't have to have insurance on a golf cart.

EMMA PALMER: The difference in your car if you run into something at a state building at your location they are going to come after you and your car. But the golf cart they may say the state is just as libel.

STEVE DUBRUHL: No. Same premise. Hopefully Frank is not driving a truck. It's going to go back on them. It's not on the state, not on our insurance policy.

SHELLY LEJEUNE: It should just be limited to golf carts.

FRANK GAFFNEY: You say golf cart, then you got electric motor and gas motor. And then you got your little mopeds. Which we have a manager who drives a moped around. That's why I made it motorized. We could reword that next time if we need to. We know who we're going to give it to. And the insurance I put down any motorized vehicle. That even covers if you have an accident with your car. You don't have to show that you have the truck insurance, but that would still cover us. Cover our group insurance.

HERBERT READO: This golf cart is going to go out to everybody?

STEVE DUBRUHL: Yeah.

FRANK GAFFNEY: It's in the insurance letter. But the people that we know have those kind of things the state is going to go to them individually also.

STEVE DUBRUHL: Anytime we make any we should send everyone who's a manager be informed of what's going on. As you can see today, not a whole lot of people come to the EC meeting. A lot of people communicate with us is through the US postal service. Send everybody an update. And on a case by case basis if we have to check out individuals with golf carts.

FRANK GAFFNEY: I made up a letter for everybody to sign and date and return it, but Dave didn't send that out.

HERBERT READO: My other question is have we had any major issues with this?

FRANK GAFFNEY: No. Haven't had any minor issue either.

KEVIN MONK: Not yet. We hope we don't.

FRANK GAFFNEY: We've had issues, but not involving anybody.

HERBERT READO: Nobody filed a claim.

FRANK GAFFNEY: No.

STEVE DUBRUHL: People file complaints against each other. It is a valid point, just get the clarification.

FRANK GAFFNEY: Any discussion. Moving on. The next one is putting people on probation that owe money.

STEVE DUBRUHL: We have certain people since I've been here the policy is if you owe money you can't go to another location. A lot of people that are out of the program now because they owe us money. There are a few managers, identified three that still have locations that are still in the program, but owe us money. Kevin's spoken to one already. We're going to approach him, give him the option of either paying in full or set up a payment plan. And they will be put on probation. We are moving forward.

FRANK GAFFNEY: It's in the tag manual. Everybody doesn't know about it. If you do owe you need to be let know that you will be put on probation if you haven't paid it.

HERBERT READO: Three managers that owe money.

FRANK GAFFNEY: That we know of.

STEVE DUBRUHL: If you want to call me in confidence if you know somebody that does. The issue is you guys don't forget anything. This guy 2004 he left. Over that time probably had six program managers since then. I want to approach the manager and talk to him. In this case we have letters that went out and money wasn't paid. I want to give everyone the opportunity to address their debit.

FRANK GAFFNEY: As we know in the past, not us now, but in the past we have gone with managers that moved to three, four different locations and still owe money from the first location.

STEVE DUBRUHL: I don't think that has happened in the last four or five years.

FRANK GAFFNEY: I don't think in the last five, six years. Right at five years I think that we changed that where you had to be in good standing to apply.

STEVE DUBRUHL: Managers that are out of the program, Scott McGee for example. He's not going to be able to apply for another program until everything is settled with what he owes from the last time. And he's appealing. I think it's redundant to try to put him on probation. Probably have to get legal advice on that as well. People currently in the program that owe us money they need to be addressed and we're going to address.

SHELLY LEJEUNE: That's a much easier solution than going after the ones who are no longer in the program.

STEVE DUBRUHL: We can still go after them.

SHELLY LEJEUNE: They don't have a job they can't pay. And that's another problem.

STEVE DUBRUHL: They don't want to pay in most cases.

FRANK GAFFNEY: We only have one person that's paying and believe it or not this person has a stand in Texas and is still paying.

MICHELLE DUNCAN: She sends 100 dollars every month.

FRANK GAFFNEY: That's G. She got a location I think she starts the 15th. She said straight out she's going to pay every bit of it.

STEVE DUBRUHL: She's making a very honest effort to do just that. No need to put her on probation cause she is paying. She can't get another stand until she pays it off. But people that are currently active managers. If you know somebody whisper in my ear before you leave.

FRANK GAFFNEY: Any other discussion? We can skip over cause we already discussed that. That was a breakdown of the money we were getting at labor. Inventory letter.

STEVE DUBRUHL: Not exactly sure what you meant by that.

FRANK GAFFNEY: I don't remember now.

STEVE DUBRUHL: Generally speaking that's one thing we are trying to make sure we have opening and closing inventory letters on everyone. A lot of this goes way back like when Leon passed away at city hall. He was 25 years.

FRANK GAFFNEY: That's what it was. We had to have inventory in our files, some kind of update on what they owe from their initial inventory.

STEVE DUBRUHL: That's on the to do list. We're working on that.

EMMA PALMER: You're saying they're going to give an update on everyone.

STEVE DUBRUHL: Like you know what you owe. When people go from location to location there is an opening and closing inventory letter that you get compensated or whatever else. People that have been in the stands for a long time like Leon's case when he passed away I couldn't figure out what he had. And Bowman was the same way. His initial inventory was 30 years ago. He told his wife that he owed 2500 bucks.

FRANK GAFFNEY: Another thing that would fall under this, I've heard there was some problems, I don't know who it is, but we get a lot of people, don't know how many a lot is, that don't send their inventories in on time on required inventories. I know it set the federal reports back a good bit because people weren't sending their inventories in.

STEVE DUBRUHL: Also any paperwork. It really came up in the federal city bid. All RSMAs on our side have to be on the same page. Don't send it in by the tenth you're late. Guy in Shrevport's not sending out letters, but the guy in New Orleans is that's on us to make sure everyone is treated the same. So when it comes time for a location comparing apples to apples.

SHELLY LEJEUNE: Can I say something on inventory. Not this last inventory, but the inventory that was due in October I had several people in district three and district four call me and ask me if I got an inventory letter to do the inventory for them. I said no, I did not. The point is they weren't doing their inventory and they were blaming Michelle over here. Michelle is not supposed to remind everybody to do inventory or send in letters to do it. When you become a manager you know you have to do inventory twice a year.

EMMA PALMER: David always mail it.

STEVE DUBRUHL: I think Michelle did too.

FRANK GAFFNEY: But it's not her responsibility to do that.

SHELLY LEJEUNE: That's what I'm saying. It's not the RSMA's responsibility to remind us or send a form to do inventory.

MICHELLE DUNCAN: I usually send mine, but we had a mail issue. We didn't have postage and everything so I put them in there for them to run postage, well they sat there for a week so I didn't go back in there and check it so nobody did get theirs.

FRANK GAFFNEY: It's not really your responsibility though. If they have the disk it's on the disk and if you sent them one copy if they can't make a copy of a blank sheet and keep it for the next time something is wrong.

SHELLY LEJEUNE: What my point is I had several people blame Michelle for not sending it. I'm against that. It's not her responsibility.

STEVE DUBRUHL: The post office is a business. We got people that make money off the post office. So we will mail people the inventory. Michelle was training somebody how to do the paperwork the other day. They should know by now. Just explain to them how it works. That's part of the challenge. People are giving us numbers, but they may not be the accurate numbers. So when I do the federal report I have evidence this is what we did. We want to make sure we're reporting exact accurate as possible information.

SHELLY LEJEUNE: For the people that do their forms all of them on the computer it's already there.

STEVE DUBRUHL: We will mail a hard copy for everybody. We can make sure they get it. But we can't fill them out. It's up to them to do it and to return it to us. And we do need the information.

FRANK GAFFNEY: Any other discussion? Moving on. Next item is equipment inventory list. Which is double. All the present managers that have an inventory list of the inventory they're responsible for and any new manager going into a location should have a list of the inventory that he's responsible for. He or she.

STEVE DUBRUHL: Nathan just set out to all the RSMAs last week once a year we have to go back and make sure everything is in the location. So that's going to be happening starting next week. We'll print a copy and bring it to you. We're going to go by and look for everything that is on there.

EMMA PALMER: So the RSMA is going to come by?

STEVE DUBRUHL: Yes, it's that time again. Over the next month have to take a physical count of all the equipment inventory in the locations.

EMMA PALMER: Frank that copy I had had me listed with everybody. I was like wait a minute.

FRANK GAFFNEY: Emma was getting accused of having all kinds of equipment.

STEVE DUBRUHL: Nathan has done a good job of that. When I first got here the first year there was some stuff that was still on there lingering from before and got moved. It's been clean I think really for the last four years. Nothing un-located at all. We got a lot of moving parts. He moved a vending machine from the courthouse in Gretna and was going to take it to Delgado, but they weren't ready for it. So when he moved it to Delgado it's going to be on that person's inventory. It will go up and down over the year. People know what they have, but you should know what you're responsible for too. We'll definitely make sure you get a hard copy.

FRANK GAFFNEY: In Emma's it was a deal it was some kind of bar code readers.

STEVE DUBRUHL: What did you do with those Emma?

EMMA PALMER: Never got them.

STEVE DUBRUHL: There are clerical errors that happen. Something's assigned to you that's not supposed to we have to figure it out. If you're supposed to have it and you don't where is it.

EMMA PALMER: One of those bar code readers. I think it was actually issued to Darwin and David kept saying well you had to have it. I said no, I don't have it. I never got it. But it was up under the shelf. When we did close the votech out then they found it. But I didn't get it.

STEVE DUBRUHL: Like that hand held scanner. Also about 1400 dollars. Everybody's been clean. We'll definitely give you a copy cause you are responsible just like we're responsible.

FRANK GAFFNEY: Especially you get a new manager come in and come in to do inventory and they're asking where it's at and he didn't even know we had it. It's a possibility the manager before that took it to his next location. Which they're not supposed to do, but it happens.

STEVE DUBRUHL: I think we're pretty tight with inventory right now, but we will give you a hard copy. We'll be coming around in the next month or so and that would be an ideal time to leave you a copy.

EMMA PALMER: May be good when they inventory in too. Once they sign then you get a copy of all your equipment so they can go over yeah this is here, this is here.

FRANK GAFFNEY: Any discussion? Moving on. Update on locations at Delgado. That's Alvin or whatever it is, Avondale.

STEVE DUBRUHL: They broke ground out there, but it's still about a year away from being finished. Just so you know we have the Delgado Sidney Collier which Radell has. But the probation and parole is going to be coming up on 3rd party. They contacted us about, they moved out New Orleans East, only about a mile from where his location is and there's nothing else around there. We delivered a snack machine yesterday and coke's delivering a machine to them. But it's going to be added to, Radell is going to handle it instead of putting it on 3rd party. That will be added to Delgado Sidney Collier location.

FRANK GAFFNEY: That will help him when school's not in. Any discussion?

EARL HEBERT: What you were saying about Avondale?

STEVE DUBRUHL: Delgado is opening a new campus. We told them we have to be careful what we spend our money on. They need to give us the area set up already. We can't be doing any electrical work or hanging sheet rock. That might be an opportunity under John's jurisdiction when the time comes. He may try to seek some assistance.

FRANK GAFFNEY: He told me to send him blueprints on it.

STEVE DUBRUHL: I don't have any blueprints. But we did meet with him a couple times. I do know they broke ground on it.

KEVIN MONK: There are some new things and the RSA's really looking at it closely in terms of remodeling facilities and even the purchase of equipment for facilities, anything over 5,000 dollars we have to send it up to them for approval before we can buy. And so we know there's going to be an increase in the amount of time if something goes down or whatever that they can't be fixed and it's got to be replaced we don't know how much yet. We're still trying to flush all that out and figure out who we need to contact and so on and so forth who we need to send for approval.

FRANK GAFFNEY: This is some federal laws.

STEVE DUBRUHL: Kevin and I we get a conference call first Friday of the month with people in our positions in other states. Last time about 20 states on there. There was a waiver that Department of Education had given SLAs I guess about 25 years ago which expired in 2015. But by law, and it depends on how your state is set up, our state is 5,000 dollars. In Florida it's 1500 dollars. What they're basically saying is anytime they want to spend 1500 dollars they have to get approval from Department of Education in Washington DC. All the state agencies are similar to Department of Education asking the waiver be reinstated so we continue to do business what we're doing. In Florida and other states they're just continuing to do what they've been doing. They try to submit a list for their entire annual budget saying we'll spend 100,000 dollars on equipment and want to buy X amount of vending machines. Came back to them well is this for a new location. Is it replacing existing equipment. It's kind of a bureaucratic mess right now. But we're trying to work our way through it. It's not just us, every state that has the program. We feel like anything under 5,000 dollars we're good to go. But when we start buying auto fryers, things like that, that's where the rub comes. I know Shelly always likes to spend money. If you're like Shelly and want to replace X amount of equipment. Some of that stuff we need to get run over.

SHELLY LEJEUNE: We have a bad oven right now. Very bad. It's very essential to the business when you do all your cooking you need it.

STEVE DUBRUHL: That's the thing, by law we have to provide the equipment and everything else. Same token, not just us the RSA is getting ready to come down with LRS. And this has popped up in three or four different states, Florida being one, when they came down to look at their program they were saying what is this expense here. That's when it came to a head. They pointed it out the last three states they went to. It's something they're going to be looking at. We had three or four items that might qualify that we should have got permission. But going forward is what we're concerned about. We are working with the administration.

FRANK GAFFNEY: Basically sooner or later we will get the stuff. They say everybody is going to be going by the BEP. And I got copy here, says they have to supply us with our equipment. Maintain or supply the equipment is a requirement. As soon as they get the money straightened out then we will be more open to that.

STEVE DUBRUHL: One thing I like to do is have a little retail therapy every now and then and buy stuff. We like spending money and buying you stuff that you need. Not that we don't want to do it. Again, no one was really aware the exemption expired until they started coming around doing all these audits. We're preparing ourselves for that.

FRANK GAFFNEY: Next thing, I don't know why it's here, must have been off of old business, is update on trust fund. We have the trust fund meeting later. Next one is update on 3rd party contracts. Explain to them what the problem is there.

STEVE DUBRUHL: Not necessarily a problem. One thing for this federal report we had to do on 3rd party contracts, not really that, we have to distinguish what's federal money and what is state money. Typically the check comes in to Chauntey, she keeps very detailed documentation on a spreadsheet. Eric has been helping in New Orleans. He's been taking commission statements and breaking them out between federal and state. Last year we had close to 74,000 dollars commission come from federal locations which is a little bit higher reported than last year. We're being a lot more detailed in trying to distinguish what's federal and what's not. Because federal money cannot be used by the state legislature. The idea is they want to come and take money from the trust fund they can only take money that's nonfederal. We're trying to push up our federal 3rd party as much as we possibly can.

FRANK GAFFNEY: There's rules in the BEP on what federal money can be used on. Not matching money, the federal money in our trust fund. There's only certain items that can be used. Which our stipend is one.

STEVE DUBRUHL: Hundred percent our federal money we use to pay for the insurance stipends every year. We'll get into the trust fund. But we're ahead of where we were last year.

FRANK GAFFNEY: Any discussion? The next one is an easy one, the stipend update.

STEVE DUBRUHL: Everybody has been paid. Chauntey thank you. Thank you guys too. Because unless y'all sign paperwork and send it back in we can't put it in. If we can close the window a little bit. But everybody was pretty responsive this year. The vast majority done the first 30 days. Probably another 60 days we had to scramble and get people put in the system. Like last year more people got put into the lagov system so it's making it easier. Thank y'all for sending paperwork in.

FRANK GAFFNEY: Any discussion? Next item was going to be John. Shelly would you like to bring anything up on Buck.

SHELLY LEJEUNE: I guess it goes back to getting a response from the agency. Did we get one or not?

FRANK GAFFNEY: At the last meeting we were told we would have the decision at this meeting.

SHELLY LEJEUNE: We put a request for response in.

STEVE DUBRUHL: I've spoken to the attorney Maryanne. There's still pending litigation which Buck is part of. That has nothing to do with Kevin or I. It has to do with up high. I think until that is resolved I don't foresee any changes.

FRANK GAFFNEY: I have in here also, and I know it's not y'all, but it says right in there upon the death of a manager that two RSMA's are required to do an inventory with the outgoing manager's heirs and be made from there. That was never done so how can you hold the next manager responsible. And he never signed an inventory that he received that equipment.

EARL HEBERT: Should be pretty much cut and dry.

KEVIN MONK: Mark was working on that and I don't know where he is with that or where he was. I can't comment at this point. I do know he made an inquiry.

FRANK GAFFNEY: I'm hitting y'all with it. Mark was the one we put it to and he was the one who said he would give us a response. Shelly you want to make a motion that that be in a written response.

DON ARABY: When was that last meeting?

SHELLY LEJEUNE: In August.

DON ARABY: That's five months ago.

FRANK GAFFNEY: I believe all the committee is in agreement this should not have happened and if we need to do something about it we'll have to get together and file a grievance or what. But Buck is never going to put in another location that I know of. But the man's been in the program for 40 years and right now he is listed as not in good standing and we know that it's because of the lawyers.

SHELLY LEJEUNE: You want to bring this up now or wait till new business?

FRANK GAFFNEY: We're here now we might as well do a request for written response.

SHELLY LEJEUNE: I want to bring up something to the committee, and we talked about this when we do request for response let's add in writing. If everybody on the committee agrees to that. And also add a certain time limit if everybody agrees. And then we put a request for response in writing to get a response on Buck's situation. Is everyone agreed to that what I just said.

STEVE DUBRUHL: You're going to write what you want a response to.

FRANK GAFFNEY: It's in the minutes.

SHELLY LEJEUNE: A request for response in writing and if we could set some type of time limit. Like Don just said, that's been 5 months and we didn't hear nothing.

DON ARABY: And if I remember correct Mark said he didn't know anything about that decision. I find that kind of sad, not saying anything on his part, but if he didn't know it and the letter was sent out to Buck that he couldn't apply because of that. Somebody should have known something.

STEVE DUBRUHL: This came up on Federal City and that's why, Fort Polk I guess I should say. I specifically asked him at that point in time. He's part of this litigation and the state's view, there's two sides to every story, that is why there is litigation at this point. I'm sympathetic to what you're saying.

FRANK GAFFNEY: That's why we want to put it in writing so we can get an answer from the lawyers.

STEVE DUBRUHL: I really think what happened was there were these what they call marmites missing when the transition. Wasn't just transition from Buck to Lee, also from Cantu services to Blackstone. My thinking is I don't think Buck's got 75,000 worth of marmites sitting around the house. There's another party, Cantu, that's in other places. I think unfortunately he's caught up in that. I don't think it's going to be resolved until that situation is resolved.

FRANK GAFFNEY: That's what we need an answer from.

STEVE DUBRUHL: I think that is your answer.

FRANK GAFFNEY: And another thing on this is the fact that when this happened, we're going back now, at that time at our meeting, cause we didn't get a written response on it, we brought up the fact cause at that time worried Buck was going to lose his hospital. He needed to be able to put in for something else. The people in charge at that time came back with a decision that Buck could go ahead and apply. And that's what we thought it was until Fort Polk came up again and they told him he couldn't apply. But we didn't have that in writing.

STEVE DUBRUHL: I will work on it. Let's do this, Lynsey is going to write down exactly what you say so give me exactly what your question is so I can give you an accurate and written response to that question. So you want to put it on the record Shelly.

SHELLY LEJEUNE: I make the motion for written request for response on the situation for Buck owing money, I don't know exactly what the amount is.

DON ARABY: I second it.

STEVE DUBRUHL: He's not finished speaking. Let's start over. Let Shelly say what he wants to say and we can put it on the record. That way I can go back and look exactly. Let me know exactly what you want and I'll work to get the answer for you.

SHELLY LEJEUNE: A motion for request for written response, now do we put a time limit on it or by the next meeting, by the next meeting, to do with the inventory situation dealing with Buck with Fort Polk. Anybody want to add anything to that?

EMMA PALMER: Since he was never inventoried in with the inventory knowing what was there.

STEVE DUBRUHL: So the question is what is Buck Kimmable's official position with the agency.

EMMA PALMER: As far as inventory go at Fort Polk.

KEVIN MONK: It looks like to me it's a question of good standing and the ability to bid on a new location.

FRANK GAFFNEY: Yes. Basically what it boils down to, yes. We know the state is not going to try to take money from Buck. I don't know exactly what it is, but he should not be listed as not in good standing.

EMMA PALMER: Just like I said, that go back to what I was saying with inventory. If a manager comes in, let's say I done inventoried out with Shelly and then later on they send this paper the inventory she saying you had two auto fryers, you had this, you had that. No, I had one auto fryer. But if at the time we finish the inventory and before I sign off with my RSMA it's a sheet there saying we're going to recheck this inventory too cause this is what you're signing in for.

STEVE DUBRUHL: I understand that. I don't know what the state is thinking, but the thing is that money was spent to pay the army back for those missing marmites. So from the state's prospective I guess they figure they have to go back and get that money back for the program, for the taxpayers and everybody else. That's where they are. I'll find out exactly what the determination is. If they can't get the money back does that release him. It's part of the legal proceedings at this point. I will get an answer from the attorney exactly.

FRANK GAFFNEY: I believe nobody even knew about that stuff when that contract came up. Because we're going back that is an inventory from 15 years ago. As I said before, we're not upset, we're upset with higher up.

STEVE DUBRUHL: Fair question. I will work on it. Probably going to be what I just told you. I'll get it in writing for you. If I get it soon I will send it to you. I won't wait till next meeting.

KEVIN MONK: I will send an email as soon as I get back to the office make sure it's on everybody's radar.

FRANK GAFFNEY: We've asked this a lot of times.

STEVE DUBRUHL: That's what the deal is. I do think there is a trial date set for that. We'll give you an update.

FRANK GAFFNEY: There's been several. We need to vote. All in favor. Opposed. Motion carries. Next item is Alexander George which is an update on his building.

STEVE DUBRUHL: Actually things are going good on that. They pretty much built everything out. The sheetrock is up, looking like they're going to be laying the floor down in the next two weeks. They were saying by the beginning of February, but probably looking more like mid February. Should be 30 days out. What happened is we had the equipment from upstairs at the courthouse has been kept downstairs, which is not exposed, but it's an open air parking garage. We're going to have everything steam cleaned, get rid of pigeon poop, whatever. Plug everything in make sure it's working. It's going to be nice when it gets done. Looking forward to moving forward. Michelle and I got him a POS system. He's excited. When they do get it open. It's the contractor doing it. We've been meeting with him on a regular basis. Eric went over there this week. He says it's looking very close to being done. That was one when we first started we had an auto fryer over there and Pinky went in and got rid of that auto fryer. That might be one we're going to purchase an auto fryer. Like we talked about before getting the RSA approval.

FRANK GAFFNEY: Any discussion or questions?

EMMA PALMER: Why they had to do all that to the wall.

STEVE DUBRUHL: What happened was the courthouse, it's a three story courthouse. So you have the jury room, the bottom floor is like a parking garage. You drive in, people park there. Down there they have offices, the jury lounge and probation and parole. The snack bar was on the second floor. They took where the snack bar was and they built two new courtrooms up there. Basically put us down in the basement. But that's good in the fact that they built a brand new jury room right across the hall from the jury room. In the past the jury room was on the first floor, the snack bar on the second floor. I've had jury duty four times. This way walk from here to Lynn. And they have the same mike system so you won't miss anybody calling you. I think it's going to help them out tremendously.

EARL HEBERT: Does that court have a lot of juries now?

STEVE DUBRUHL: Yeah. There's 12 court rooms. Like when I go to jury duty typically you have to stay till 11, 11:30. You'll know by that time if there's going to be a case. Sometimes I have stayed to 2:00. Usually they let you go by 11:30. But you have to show up, be there at 8:00 in the morning. There's 150, 200 people in that jury box every morning. As they go down the judge may not need somebody or might get called up.

EARL HEBERT: In Lafayette jury's pretty much getting to be extinct.

STEVE DUBRUHL: Not in Orleans Parish. We got plenty crime down here. Civil is a whole different ball game. You might have 12 courtrooms with 10 things on the docket. They'll start to plea out or discontinue or continue, whatever else. Usually two or three jury trials every day. They pay for the construction. It's going to be really nice.

EMMA PALMER: Oh, they paying. There's nothing to discuss then.

STEVE DUBRUHL: It's been over a year. It was Christmas of last year they closed it down. I'll make sure everything is working so when he gets a chance to open up he's ready to go. Looking forward to get that going here.

FRANK GAFFNEY: Any other discussion? Switching from old business to new business. In between since we had a time in between when we're supposed to have the meeting till now. Is there any other old business that anybody would like to bring up? Moving onto new business. New managers. I think we already discussed that with Lynn. Second one, really old business, opportunity on military that you're still working on.

STEVE DUBRUHL: Again, we met with LWC. As far as applying for a new location that's got to be done through the legal department. They've agreed we will send out the letter applying for the vending services on these military bases. Things take a little while to get the process. They told us they will do it. Kenneth Marell who is like the number two man for the agency also told us he would talk to the governor's, the head of the national guard who is on the governor's council, cabinet. He told me he was going to personally have a conversation with him about Belle Chasse Naval Air Station cause there's a couple machines over there. We might be able to get that. Working on that one as well.

FRANK GAFFNEY: This would be a good time I believe to bring up the VA.

STEVE DUBRUHL: The veteran's administration opened up a medical center in New Orleans. When they first started building they sent a letter saying there might be an opportunity for Randolph Sheppard. I responded saying yeah we want to do it. Of course, never heard back from them. Sent us a letter right before December saying they're open and they do have a spot for us. We did the permit and so we have two snacks and two, coke gave us two new glass front machines. We got them in there probably about three weeks ago. Which y'all decided Mike McMannus who's been doing NASA who's been having financial issues because of the tornado out there. Mike's been servicing the machines. During this four month period we're going to look and see how the machines do. If it's enough to be an individual location might make that an individual location. Or talked about merging with NASA. Frank can tell you about it himself, but he's been doing pretty good so far.

FRANK GAFFNEY: Mike so far has been tickled to death. We got the credit card readers on. One still not accepting, they have to get a new credit card reader. Still shows the cash receipts. At the present time he has more money than he's had in forever. They're staying in business, servicing them three days a week. Of course with the credit card reader you know what you've done. And everybody is happy. For a while they talked about giving us more machines, but then the Canteen Services says no that's their area. As far as I know we're the only one in the United States that has any vending machines at a VA.

STEVE DUBRUHL: They couldn't be nicer. The people at the VA they're very happy with things, very happy with Mike. I think that's going to grow. He's doing what, 300 dollars a day, right. He can build on that. The hospital is growing too. Only opened less than a year. Less than six months actually.

FRANK GAFFNEY: Increases every day because more and more people find out it's there.

STEVE DUBRUHL: That's one thing we're working on getting some signage. They actually made a vending area for us. You go in there's the four machines. A 5 foot walkway that's handicap accessible, but it's in the corner of the building. Unless you know it's over there. We're going to work with Coke to get some signage. They told us they would be happy to do that with us as well. Let us put signage up and everything. That's a bright spot.

FRANK GAFFNEY: Once we're in there and established good then we'll try to work in Alexandria and Shreveport and see if they'll give us anything that we can move into. Nothing can be guaranteed because it's controlled by Canteen Services.

STEVE DUBRUHL: Which is the VA.

FRANK GAFFNEY: The Canteen part of it.

STEVE DUBRUHL: Mica met the administrator and he's like you guys are great. I need four more machines by the emergency room. We got excited, but then the guy from the VA put the kibosh on it. Right now we have the only four vending machines in the facility. They haven't put them over there.

SHELLY LEJEUNE: Do they have machines in emergency or not.

STEVE DUBRUHL: No. They have the space but no.

FRANK GAFFNEY: Mike has let them know if they ever need us we're ready.

STEVE DUBRUHL: Their response is no, we got it. So this meeting next time we probably have to decide how we're going to go forward with this facility. Is it going to be stand alone. Put with NASA, combine the two. It's really helped Mike out, but NASA has been opened up as well too. We lost our storage room at that point, but they have given us a new storage room. Larger than what we had before. It's kind of getting back to normal after the tornado. Still not what it was before.

FRANK GAFFNEY: Nowhere near as many machines, but they are adding a few people here and there. And then we did get to move some machines around. One machine that did great. So we managed to get another machine put there beside it so that gave us more options in that area. It's stayed steady so that increased his business too. Any discussion? Moving on. The next thing deals with that program Kevin was talking about. To keep up with everybody.

KEVIN MONK: I think you're talking about Aware. We have not heard anything back from the folks. We did see a demo Steve and I did of the product. They told us they were going to give us a price quote and I have not heard anything. Let me make a note. I will reach out to them and see where our price quote is. We don't even know if it's going to be possible to do so we will get a quote.

FRANK GAFFNEY: Just keeping up with it. Any discussion on it? Anybody have a question on it? Next thing is budget which is usually Mark so I guess it's you Kevin.

KEVIN MONK: The budget as far as I know there is no significant changes at this point to the Randolph Sheppard program. The issue that's going to be coming out is the governor's budget I think is due out next Friday to the legislature and as everybody knows the governor has to present a balanced budget. And you read the news you hear about the fiscal cliff. What he is going to present has to match what they believe is going to be coming in to the state. They're believing that unless something is done, renewing the tax or what not, there is going to be a lot less money coming in. I know Randolph Sheppard generates its own state money. That being said, when they introduce these bills they're actually going through and they're looking, Lynn can tell you, he's told me he's watched some of the session, they're looking at every statutory dedicated fund/program at this point. They're going through and they're making recommendations to the legislature whether it should be continued or whether it should be discontinued. The concern is for the blind vendors' trust fund. And you guys know some of you I think may have been in the meeting last year it was discussed a bill that named the blind vendors trust fund. And so that is a potential issue coming up on the horizon. I don't know of any specific thing at this point, but that is a potential.

STEVE DUBRUHL: Outside we can educate, but we can't advocate. I know Lynn has that covered. You have any comments.

LYNN BLANCHARD: I'm trying to hear half of what y'all are saying.

KEVIN MONK: The stat debit meetings that you have seen on the internet where they're going in and recommending one way or the other.

LYNN BLANCHARD: Basically that's that subcommittee that meets I think, may have another one coming up, because the joint budget committee is on the 18th I think. The day before the governor's budget comes out. What they're doing is they're making recommendations of which funds to get rid of for the regular session. They keep saying they're making those recommendations, but that doesn't mean you can't go back during the regular session and everybody fights for the money upfront. Statutory dedicated funds are more protected. They're not at the same risk that other funds are. When they first started it was going so slow we didn't even think they were going to get to anything, but the last I want to say end of November into December they started just cutting and slashing. I think the key is going to be if, I don't even know if it's listed as such because some of those funds the way they state them you don't see blind or trust fund. The source of money where it comes from you need to know, do you know where that money comes from Kevin. Cause it's hard to distinguish where. When they pull a fund up sometimes you don't know if that's where your money is is what I'm saying. The only thing I would recommend if that fund does come up that's when you might want to have some people in the audience in the event they have a discussion you could say hey this is what we use it for, this is what we need it for. Certainly don't want to do away with that.

STEVE DUBRUHL: It would be good for you guys to show up when the time comes.

FRANK GAFFNEY: I have already been talking to people and explaining to them we must make a showing. I know Herbert can get his LCB people to join us.

EMMA PALMER: They will give you enough notice so you'll know.

HERBERT READO: Not really.

LYNN BLANCHARD: I can say this, most of you guys I kind of been on a little small speaking tour it seems like in the last few months trying to ban everybody together with all the groups. But believe me, as soon as we find out we're going to reach out when we feel the need. The only problem sometimes that can be within 24 or 12 hour notice. That's just the way the legislature works. Usually they give you at least by the afternoon something posted for the next day. We will reach out to everybody when we see those things pop up. If we're aware of it.

STEVE DUBRUHL: If you go to the legislature website it does post what's coming up the next day. Also the video, you can watch what's going on.

LYNN BLANCHARD: Sometimes they will revise it at the last minute. Usually you have a day if you're lucky. But there are some instances it could be less time. We're all watching. I know everybody is. I know y'all got to be watching it too. I think the bigger thing we're scared about is the budget as a whole. Looking at a billion dollars when that budget comes out they don't have a solution for that right now. He's going to present a budget that's going to have a billion dollars cut out of it.

FRANK GAFFNEY: My next question what's the outlook on rehab. If they're going to close it down again if something happens.

KEVIN MONK: We don't know. We just don't know. When the budget comes out that will give you a potential as to what could happen. But then as the legislature meets and as they either restore money, or move money, whatever happens during the session that might not be what the final outcome is going to be. Certainly it's what could happen when his budget comes out. Don't mean it's what's going to happen.

FRANK GAFFNEY: Any discussion? Questions?

LYNN BLANCHARD: If you know your legislators you need to let them know what's going on with your money. They don't hear from you they don't know. The people that are talking to them you're basically vying for the same pot of money. If you have money protected you don't want to lose it. It's a lot easier to put it back than it is to save it. You need to tell them hey this trust fund thing might be coming up, there's a subcommittee trying to get rid of these stat debits. This is important and this is why. The more you do that individually, independently because every one of y'all has a different legislator. That carries a lot of weight. Sometimes even more than when we're sitting in the committee room because at least they're familiar with it prior to them getting to the table. Then once they got it in their ear then they start asking those questions. Isn't this for the blind vendors, isn't those people paying into the system. That's when those questions start. You're less at risk. If you have a connection to any of your legislators. You guys know what they need to protect. You need to talk to them let them know this is coming down the pike and we need you to understand this is why this is important to us. That's very important. Grassroots.

FRANK GAFFNEY: Next thing is vending machines which is Steve. Basically that we got a new contract or bids.

STEVE DUBRUHL: You got new RSMA and healthy vending.

FRANK GAFFNEY: That deals with Mica.

STEVE DUBRUHL: You may know it already, but Mica Smith was a RSMA for a year and half, two years. He went to work for the feds and didn't like it. He got the opportunity to come back so we've hired him back. So he's working in New Orleans now. We had an opening for Baton Rouge and interviewing at that time. So he's going to be handling the New Orleans area and some Baton Rouge locations. Good to have him back in the office. Right now we're up to five RSMAs. We have Eric and Mica in New Orleans, Michelle in Baton Rouge and David and Paul.

FRANK GAFFNEY: That way Michelle doesn't have to spend all of her time in New Orleans. Any questions? Next one is healthy vending. I guess that's partially me. If you don't know the governor signed a proclamation that all state owned or operated locations. And he went with American Heart Association cause they had a lobbyist that went to the governors. Of course our governor was the first one to sign it, the only one to sign it so far. They came up with the decision 75 percent of your machine has to be healthy vending. Which is super hard to do as it is. In addition to that, the 25 percent they consider not healthy still have a criteria on it also. So you couldn't have a Snickers. It doesn't just affect your snack machines, you could not sell a 20 ounce soda at all. Cause it won't fit the 25 percent criteria. Unless it's a diet you could sell a 20 ounce. Coke and everything got with the people and explained to them they can't do this. And plus they found out a lot of this, they didn't realize the superdome and all the money paid to these schools. They get commissions on and what not. They started looking into that. And I wound up going to a meeting with the governor's people and when we got through with it we're‑‑ and they realize that's not feasible basically. They're letting us go to the Fit Pick program. They do a pilot program. Which on the Fit Pick program the criteria is not as low, way easier to comply with. And it calls for 25 percent. And basically more or less an agreement that we would go start with the 25 percent which they agreed to. If it worked out gradually move it up a little more from there. Starting at 75 percent, no way. They came up and agreed to a pilot program which we're going to start at Shelly's location. Another thing that was brought out is you put that 75 percent on the vending machines and say like Shelly's location, of course Shelly has the cafeteria and the machines, but the machines are right there besides the cafeteria. They couldn't go to that machine and buy a 20 ounce coke, but they could go around the wall and buy a 20 ounce coke from the cafeteria cause it doesn't apply to cafeterias. We brought all this out to them and we have NAMA is going to be working with us and the Fit Pick program working with us, and I believe Vistar working with us. And when we get everything up we're going to do a tasting at Shelly's cafeteria which everybody will be invited to with different products that we can put in the machines. And they've agreed if that works out good possibility go with that program. They also postponed it from 18 to 2019 before they implement it. We are working on it best we can do. I passed out some papers on the Fit Pick program to everyone. That's where we stand. Anything else?

STEVE DUBRUHL: The governor, people that work for the governor is Division of Administration. The executive order he has signed the Division of Administration to come up with the rules and regulations whether it be Fit Pick. That's who Frank met with. And I met with them myself, Kevin and I. So this fellow Carlos, who's an attorney over there, I talked to him day before yesterday and he told me doesn't seem like it's a very high priority at this point and appreciate our efforts. I guess they're worried about the budget and everything else at this point in time. We'll continue to go forward and try and take the lead and show them what we're doing with Fit Pick and everything. Hopefully when it's all said and done we'll be in good shape. It was pretty drastic when he signed that order when we saw it. We've been working behind the scenes. It's not just us. It's NAMA, Coke. For example in the meeting University of Lafayette they get a bunch of money from coke. Like over a 300,000 I think. If they implement the strategy the way they had it then they couldn't sell anymore 20 ounce drinks at University of Lafayette. They would have to revise that money. They don't want to be taking money from the colleges and universities anymore than they have to. I think that more than anything else rang a bell. Still in executive order. We have to adhere to it. It's been pushed back. The implementation will not be till fiscal year 19, July of 19. By that time we'll have a lot more input shaping the program.

KEVIN MONK: The bottom line here is healthy vending is here to stay. It's going to happen one way shape or form. I'm just encouraging you guys as you purchase new items, as you're looking at considering things to offer in your locations keep that in the back of your mind. Offer the healthier items when you can. Get your customers used to seeing some of those choices out there. And bottom line it's going to happen. You guys are out there on the front line. Y'all need to help drive this thing rather than have something come in where the drastic thing is done at some point. It's here so embrace it.

FRANK GAFFNEY: Another deal on that we do have a gentleman from the Merchant's Association in Illinois. He has a lot of machines and he is going to be supplying us, we've asked for it anyway, a list of Fit Pick items that are selling the best so we can try to get an idea of products we can buy to try in our machines.

STEVE DUBRUHL: He actually sent an email yesterday. He's looking forward to working with us. He said he's going to give us a list of what's selling. We just want to sell product. Want to sell healthy products if it sells. And Nicky Gagoes who is President of Natural Blind Merchant's Association. He's on the board of NAMA.

EMMA PALMER: A lot of things that sell up state just don't sale.

SHELLY LEJEUNE: I've been to a Blast in Chicago and the list is not like what sells over here.

FRANK GAFFNEY: That list is better than nothing. You look in a Vistar book it don't tell you nothing. If we can get some items that we can try. There's no sense trying on something that doesn't sell at all. If he knows something that does sell for him that's something we can try. Any other questions on it.

HERBERT READO: This does not affect the federal locations, right.

FRANK GAFFNEY: No, not as yet. The federal locations are still pending, but the last I understand it was still down what they were planning around 25 percent. Didn't specify Fit Pick, but still shooting for around 25. Anywhere from 25 to 50 percent.

STEVE DUBRUHL: The standards were changed. They'll probably change back with everything else in this administration. It says 75 percent. It went from 25 to 75. I checked in with GSA. They would be the vending machine police in this case and they're not really enforcing the law.

FRANK GAFFNEY: If we could get some ideas we can get everybody at all the locations to put in some of the stuff. If you put five items in that's more than none.

EMMA PALMER: Just to try to show them before they start.

KEVIN MONK: To kind of review here for those of you who may not know the federal locations are divided up into three categories. Military, postal and GSA. You guys at the post offices you have your own separate governing whatever authority, however you refer to it. Not under GSA. So the postal service may at some point come down with something, some standards. But the GSA does have a standard out there, I don't think like Steve said enforcing it to the tee. But I think there is a standard there. I know there is a standard there, I just don't think they're enforcing it.

STEVE DUBRUHL: It went from 25 to 75 percent. I asked them the question because I wanted to be sure. Which you have to be careful what you ask for. They're like oh, yeah it is 75 percent. So I said I'll inform our 3rd party vendor. Until they actually come down and say I did inventory and you're out of compliance. They honestly don't seem to care. When it comes to the governor he's our boss.

HERBERT READO: The reason I asked that on the federal location I seen earlier talking about acquiring the vending machines at the military. This Fit Pick may be a good pick to attack the government with because they always like that, they like that Fit Pick, they like that nutrition for the soldiers. That could be a good avenue we could discover.

FRANK GAFFNEY: Any place where we can get in to get that Fit Pick program and everything posted and the people in charge see that we're doing a healthy program then even though it might say 75 percent they see we're doing Fit Pick program and it's working. If it works don't fix it.

STEVE DUBRUHL: The first meeting I had with the guy from the VA I said do you have any healthy vending requirements. Nobody wants that stuff, Steve. I got kids, dad in the hospital, give them a snicker bar. I dropped it after that. The veteran's administration, they're a government agency, but they don't care.

FRANK GAFFNEY: Any other questions? Let's take a ten minute break.

MICHELLE DUNCAN: I just want to let everybody know yesterday or the day before Cortana Mall Sams shut their doors. They actually had vendors in the store and told them to leave. They gave no notice. There is 63 other locations, I do not know which ones, before y'all try to make a Sams trip. I did hear Denham Springs may be on that list.

KEVIN MONK: Not yet. That was the only one in Louisiana.

STEVE DUBRUHL: The employees got to work and the doors were locked. There's another wave coming.

SHELLY LEJEUNE: There's two locations in this area.

MICHELLE DUNCAN: I did hear Denham is on that radar.

SHELLY LEJEUNE: They just built that one.

FRANK GAFFNEY: Is everybody back in. All the committee people back. Call the meeting back to order. Couple things we have already went over so the next thing is Lee Frazier's replacement.

STEVE DUBRUHL: On the EC. We had a special election. This is something maybe on a different level to look at, but there's four managers in that district. And Herbert was nominated by two of those managers and those were on the two ballots we got back. Since he was the only nominee he was declared the winner. So he will serve out the rest of the term. And then the other election is coming up in July, right. I think it's that time again. Two more meetings with this current administration.

FRANK GAFFNEY: I believe in May it calls for votes. Any discussion on that, any questions? Next thing is credit cards which we talked about credit card readers.

STEVE DUBRUHL: We have them. If you want them we'll get them. I would encourage everyone if you want to increase your business. There's a lot of stuff other than just taking credit card payments you can get when you have them on your machine. Track your sales. The more you put in you can see exactly what you sold. It starts with getting credit card readers on the machine. If you want them we'll get them for you.

EARL HEBERT: I got one October 2nd. To date 15 credit card sales since October 2nd. Not good.

KEVIN MONK: Frank and Shelly can testify to this. There was presentation at the Blast conference that we all went to. And it was on the millennials, the younger people and their buying habits. And you'd be surprised at the younger people, and they're going to make a huge percentage of the workforce in the next couple years here. Their buying habits most of them don't carry any cash with them whatsoever. The gist of the whole thing was encouraging people to make those changes, to offer the credit cards because if you don't at some point you're going to start to lose business big time.

STEVE DUBRUHL: Refreshment Solutions they've kind of been in acquisition mode. They bought Long Leaf, Canteen and several other companies. He's up to 5800 machines now. He told me his plan is to be totally cashless. He's going to stop taking cash and coins in his machines. He has about 1,000 machines he's done that with. A lot less problems. Employees going out there, a lot of shrinkage. That's the goal for his company. The thing about credit cards they don't get stuck in the coin mech.

SHELLY LEJEUNE: It's not just credit cards, the readers can take smart phones too.

STEVE DUBRUHL: He mentioned about the millennials. He's been pushing. There's been some machines he's been worried about it so he tested one machine there and left coin mechs in the other ones. He has several locations that are smart phone or credit card only.

FRANK GAFFNEY: I came out of the courthouse one time at a newspaper stand there and I looked and I couldn't believe it had a credit card reader on it. And it wouldn't take no money, just credit card.

LYNN BLANCHARD: What happened to the gold thing for the cell phones y'all invested in? The app on your phone.

STEVE DUBRUHL: Some managers have that themselves.

FRANK GAFFNEY: Apple pay, Google pay.

LYNN BLANCHARD: The little thing you stick in the back of your machine.

STEVE DUBRUHL: Square.

EMMA PALMER: Thing with Vistar.

FRANK GAFFNEY: Nobody liked it.

STEVE DUBRUHL: You had to have an app on your phone. I helped Terry set his up. I downloaded 20 bucks on my app and lost my phone so I lost 20 bucks. It only works if you have the app on your phone. Everybody has a credit card in their wallet.

LYNN BLANCHARD: If they don't have credit cards, everybody got phones.

STEVE DUBRUHL: You can set these readers up to take credit cards and smart phones and everything else.

FRANK GAFFNEY: The Apple Pay and Google Pay you can use that on our credit card readers. I can show you on my report it has a place for cash and then it comes down credit card sales and then a contact list sales. Which is Apple Pay. It separates them on how you got it.

STEVE DUBRUHL: You get much business on them?

FRANK GAFFNEY: No.

KEVIN MONK: I actually read an article earlier in the week talking about McDonald's. And it talked about their sales. Their average sale for someone using cash was four dollars and some change. The average sale for a credit card was seven dollars and some change. People tend to spend more money too.

STEVE DUBRUHL: Nobody wants you to lose money. I would advise you at least try them out. It's like the internet, I think it's going to be big one day.

FRANK GAFFNEY: My machine like right now I'm down here and I got up this morning and got my report came in, it comes in at 4:30 in the morning from the day before. And I looked at it and first thing I did call my grandson, check number seven cause there was nothing on it. One sale on it. I said go check that. Equipment repair.

STEVE DUBRUHL: If you need something repaired let us know we will fix it for you.

FRANK GAFFNEY: Might be that our machines are obsolete so can't get all the parts. But we do have machines in the warehouse that we're taking parts off of if we need to.

STEVE DUBRUHL: Frank why don't you give them a rundown as far as vending machines over there.

FRANK GAFFNEY: There's at least 30 machines. I have four or five marked as good, ready to go out. A lot of it don't even bother to test because it needs new rubbers around the doors. But without that you can't use the machine. I'm in the process of trying to find the supply for the rubbers to go around the glass so we can put that all back in place. And if we get that then I can test the machines and make sure everything is working so they can be sent out. The tubs the product delivers to we can't get any more of those. Nobody has them. We checked all over the United States with different suppliers. But we do have a supply of them and the ones that don't work and we have taken some off. If push comes to shove we have quite a few of those shallow four select. The good thing about it the whole front door will fit right on the deep one. We can always make those work if we want to do away with the shallow four select. We're doing what we can on it. Any questions? Next thing was John, but I guess Donald too. Time limit on selection process.

STEVE DUBRUHL: I'll go ahead and jump on that. Not all selections are the same. When we had the Ouachita Parish courthouse come up we only had two people involved we got together on a conference call and able to resolve that. When a big location comes up like Fort Polk or Federal City you have multiple people applying for it it's the opinion of LWC that we do everything by the book and that everyone knows what's going on. So I did take a longer time on this Federal City thing to get it all together. But one meeting Kevin and I had the discussion was they don't like paying legal fees either. I know nobody in here likes paying legal fees. They just want to do everything they can to assure that when they do make a decision that it withstands scrutiny. Federal City, Fort Polk both took a little longer than normal. But by and large I don't anticipate a big delay in the Department of Agriculture bid due next week.

SHELLY LEJEUNE: In the larger locations when you say large what level are you going at.

STEVE DUBRUHL: Level five.

SHELLY LEJEUNE: Also meaning that's interviews, correct.

STEVE DUBRUHL: Right. If it's level three we can schedule one. I think level four and five in the tag manual says you have to. Or might be level three. We had six people apply for Federal City so we wanted to give everybody a chance. So we coordinated, checked with LWC and they helped with some of the screening committee which was Frank and Herb, Benny Soulie who is under secretary of labor, Ken York assistant director of the agency, and Andrea who is in charge of workman's compensation. We all asked everybody the same questions. They all voted afterwards and we discussed it and they made a recommendation. I forwarded their recommendation onto Kevin and he sent up a letter from there.

EMMA PALMER: How long is that process taking?

STEVE DUBRUHL: It took a couple months.

EMMA PALMER: From after y'all made the selection from there?

STEVE DUBRUHL: I found out about it Tuesday.

SHELLY LEJEUNE: And the interviews were done the week after Thanksgiving.

EMMA PALMER: That's a long time.

STEVE DUBRUHL: That is a long time. I can only ask so many times before they tell me to quit asking.

KEVIN MONK: We agree it was an inordinate amount of time. There was the holidays and other things in there. We'll do our best to try to make things work as quickly as we can. Want to assure y'all we'll do everything we can.

DON ARABY: That was a little lengthy on that decision. Is it the same people that are going to be on this selection committee all the time?

STEVE DUBRUHL: In this particular case what it went back to was Fort Polk Eva wanted a second round of interviews for that because she wanted more impact from different people. She came up with these five individuals that we did for Fort Polk. I mentioned just doing the same thing with Federal City and they agreed to that. They thought that would be a good way to go.

KEVIN MONK: It was our understanding the Fort Polk deal went pretty well. I didn't hear any feedback from any of you guys. We just mimicked the Fort Polk one as closely as we could.

SHELLY LEJEUNE: Kevin I heard a lot of feedback from the way the interviews were done by people that were interviewed the way it was done. Tried to use closed circuit, some people here, some people there. Didn't have everybody in the same place.

STEVE DUBRUHL: That was Fort Polk. They had ten people apply originally and we interviewed those ten people to give everybody a fair shot. That's when Eva decided we should do a second round of interviews and dwindle it down to four. Everybody had the opportunity if they wanted to to come back. In Lee's case I offered Lee, he told me on a Friday he had a big deployment coming Monday. So this was like the following week. I told him we could either do it from his desk, whatever is convenient for him, if he wanted to go to the LRS office in Alexandria or come back here. He told us he was going to be swamped. That was an accommodation that was made for Lee. The thing about Lee it was going good. We did have a technical snafu. But it only lasted three or four, five minutes.

SHELLY LEJEUNE: There was another particular person that complained to me about it. It wasn't Lee.

STEVE DUBRUHL: Well no one's filed any grievance. That is a problem when you use technology. This last time it was all in person, everybody was in the same room. Michelle helped us set it up. Thought we ran it pretty tight. Frank and Herb were there.

DON ARABY: The question I have Steve, and I talked to several people about it that have asked me the same thing, this is kind of new the process they're doing now and sometimes changes are hard to deal, hard to accept. And question is do these people that are making these selections, and I'm not talking about you or the people in the Randolph Sheppard program, do they know about the program, do they know the individuals, do they know the backgrounds to make these decisions. Because in some cases it's big decisions.

STEVE DUBRUHL: It is a big decision. In Benny's case he's the under secretary of labor. He's responsible for 400 people that work over there under him. Ken York knows everything about everything. He knows what's going on. We had the two EC members. The idea was if you had five people and it wasn't a lot of descent among the five votes. Four people voted for this one person first place and the other person voted for second place. If you have five people making a decision like that the odd ball gets thrown out to the side there.

EMMA PALMER: But at the time of the interview Steve don't you have background on that person in your hand so if they have questions.

STEVE DUBRUHL: This is what happened for Federal City. Everybody sent in their application. Some people sent in, like John, he had a bunch of success letters he included with it. Byron Antoine had put together a business plan, so did Anderson Lee. I gave the five judges, or members of the committee, everyone's application, everything they submitted. A 30 minute interview was conducted and then we discussed that person for five, ten minutes cause we're on a timeframe. After all six interviews were conducted probably spent ninety minutes going over their applications. And anything you want brought up about you or yourself it's up to you to put in the application. Some people just put in a application. Other people went the next step. Everything you provided with your application was considered in there. And then also go back through the file, someone was late on reports. We did reports on that too. That was given to all the screening committee members.

KEVIN MONK: Try to make it as fair as possible. Everybody has a shot.

STEVE DUBRUHL: In the case of Fort Polk some people you know are probably not, of the ten people applied someone's got to be number nine, number eight. We try to give everyone the same amount of time to interview, ask the same questions, give them a chance to state their case. Business is business is business. When you have people that are in the business of department of labor, which we are, whether you're running a snack shop or a gas station you have to have a certain amount of business and that's what they looked at. I don't foresee this happening on very much more in the future. In the case like this the reason Fort Polk was such a issue is because that way it was handled the five years prior to that. The litigation and everything that followed that. I think from the agency's standpoint they were looking to avoid any kind of issues like that in the future. I think that's good. Just being diligent.

FRANK GAFFNEY: Any other questions? Move onto subcommittees. Oh, open discussion first. Anybody else have anything they want to discuss or bring up?

HERBERT READO: I think it was under the go cart, the request for response. I think a while back the committee used to do a request for response, and not just on just that go cart, I think in order to keep a paper trail that we need to go back to that request for response so that we can see what the agency is approving and not approving in all the requests. Like the go cart and the insurance, the building and labor. They used to do it whereby if the agency approved it or disagreed the next meeting they would use the request for response to give us an update whether or not they approved it or disapproved it. I think we need to start doing that a little more so we can keep a paper trail.

FRANK GAFFNEY: On that part they gave us an oral response.

KEVIN MONK: And Herb I'm not disagreeing with your point there. This is your committee, you do how you want. You're right, that's how stuff was done. But that's before we had Lynsey here taking down every word everybody is saying.

SHELLY LEJEUNE: But we still need our requests in writing. When we make a request it gets turned into us in writing at the next committee.

HERBERT READO: Just to keep the committee abreast on what's going. The minutes I have no problem with the minutes, but the minutes are so entailed and to be honest with you I don't think we all go through it with a fine tooth comb. With the key points or the highlight would be the request for response to make sure we don't overlook them. That way we can keep a track of them. If they don't get approved. It's not a big deal, but if it didn't get approved this time just use them the next time.

STEVE DUBRUHL: Right now we have one request for Buck.

HERBERT READO: In the future that's what we need to do. When we do things with the agency we need to request a response from it.

STEVE DUBRUHL: That should be returned to you by the next meeting.

FRANK GAFFNEY: Basically that's why I keep putting the old business on again. I sit down there in my recliner, put the headset on and Pam is watching TV I listen to it and she keeps a piece of paper there because I don't have much time. I'll give her a one word thing to put down anytime I run across something that we need to carry on. I might read that three times or so listening to it. I can miss something too during that whole time.

SHELLY LEJEUNE: Do we have any request for response that has not been answered as of right now?

FRANK GAFFNEY: The written one would be Buck. We talked about it's not a response now, it's up to the state to do the golf carts.

KEVIN MONK: A letter.

FRANK GAFFNEY: The inventory they said they're going to give everybody a written inventory on what they have and the letter to put in their folder what their inventory is on money wise. A lot of things I keep repeating every time. Until it happens I keep putting under old business.

STEVE DUBRUHL: I thought y'all liked my personal touch. I'll type it up next time.

SHELLY LEJEUNE: I want to thank Steve, Kevin and Michelle for working with me and the cafeteria in getting the new registers. We went through a lot. We finally got really good registers that can do a lot for the cafeteria. And I want to thank them for helping me and working with me.

HERBERT READO: What kind of registers?

SHELLY LEJEUNE: It's a little bit different from the iPad one. The iPad one we had to stop it because it wasn't carrying the load.

MICHELLE DUNCAN: Just a POS system.

SHELLY LEJEUNE: It has more of a computer monitor. It's bigger. You can do way more things with it.

HERBERT READO: Federal City is having a big issue with the registers. I don't know if it's the register or the credit processing, but some kind of way that contract got breached. We have not been able to use that credit card system. Some kind of reason it did not settle for two days or three days. They had no idea what happened. They had to call a lot of backup in there to retrieve the data. On my end the processing was about 5700 dollars in credit card transactions that had really went through. But at the last end of it the company was only able to pay me 1500 dollars. It took them so long to reboot the system up they had to go back in and insert people credit cards back in the system all over again. So people was canceling their cards or changing the cards or challenging the transaction. So right now we're using Square at Federal City.

STEVE DUBRUHL: When we first started five, six years ago that was kind of the state of the art thing going. We paid a lot of money for that stuff. I didn't realize you had such a loss.

HERBERT READO: Crescent does not know. They had to call Mercury back in. Mercury sold out to this other company, had to call Mercury back in to try to retrieve the data. There's a big issue. Crescent is saying we need to upgrade. I don't know if it's the process with the credit card or the register.

STEVE DUBRUHL: Might just cut them lose and start over. Shelly you've had good results so far.

SHELLY LEJEUNE: Yes, once we changed the system they're working great.

EARL HEBERT: Is it blind friendly?

MICHELLE DUNCAN: It will talk to you. And the system that Shelly has you can just scan your bar codes, it keeps your inventory. He keeps up with everything he needs.

EARL HEBERT: Shelly if it came down to it could your wife or you work it independently by yourself?

SHELLY LEJEUNE: The system right now I don't think that one has talk. But the other system they started us with, I think Lynn has it, it does have voice over.

EARL HEBERT: So it can be used by a blind person no assistance needed.

MICHELLE DUNCAN: Not on the system he has right now. On the first system he got is an iPad it will talk to you.

EARL HEBERT: It can be used independently by a bind person?

MICHELLE DUNCAN: Yes.

FRANK GAFFNEY: The State of Georgia that's all they issue to all managers. My understanding it's all on voice control. You plug the ear phone in and if you don't want it reading back everything to the customer you plug an ear phone in and do it. So it gives you all the commands. Everything you would do on your iPhone with voice over they would do on your pad and go right to your ear.

STEVE DUBRUHL: Earl what do you use now?

EARL HEBERT: A regular old cash register like 90 percent of them use. It has voice on it, just talks to you.

KEVIN MONK: When those go out there's not many of those out there anymore.

FRANK GAFFNEY: I don't think they make them anymore. We looked all over trying to buy them, David did. The ones we found we bought a few and they broke right away. Emma has one, but it still works good. We had a few.

KEVIN MONK: It's probably cheaper to go the other way too.

STEVE DUBRUHL: The processing rate on that is pretty good. It's not just a terminal, it's what you pay to process those cards. This company does both of those things. Yours was a cash register company.

LYNN BLANCHARD: What does Maxi use?

MICHELLE DUNCAN: Maxi does his own cash register all by himself. It don't talk, it don't do nothing.

LYNN BLANCHARD: It doesn't scan stuff?

MICHELLE DUNCAN: Nope. He keys everything in himself.

SHELLY LEJEUNE: He don't trust nobody.

MICHELLE DUNCAN: Somebody can walk up and he can tell them real quick. It does have his credit card swipe on the left, but that's it. He keys into the cash register.

FRANK GAFFNEY: Any other discussion on that? Moving on to subcommittees. Budget, which is Shelly.

SHELLY LEJEUNE: We went over the budget. Anybody have any other questions? We got to keep our budget in tack for the session.

FRANK GAFFNEY: Constitution bylaws, Lee nope. Don.

DON ARABY: Nothing new.

FRANK GAFFNEY: I'll take that one. The state finally okayed and agreed to the changes we made on the constitution bylaws. And I'm in the process of writing up a letter, not really a letter, but a front page with the dates and everything. I finally dug through myself and I have the email of when Mark Martin agreed to the changes. Which I think was 2013. And I'm going to bring it in and have a place for a couple of us to sign and date and a place for Mark Martin and Kevin and Steve to sign. Basically what we did we eliminated ex officios. They made all the state people they were on our committee and we eliminated them from it. If we want to, we don't always do it, if we want to, and this came up because of the lawsuit, but we can always have a meeting without them. They're always invited unless otherwise. That was the only change. Next one is inventory. Janice.

JANICE FOSTER: We discussed about inventory already how they should pay up the money and stuff.

FRANK GAFFNEY: Next one is location merger, Shelly.

SHELLY LEJEUNE: Right now I don't know any except if we do those two places in New Orleans where Mike was to maybe merge them together. The only thing I remember.

FRANK GAFFNEY: We do have a few others, but we didn't officially merge them they've just been combined so we can keep the number in case we ever need it. New facility development. Emma.

EMMA PALMER: Unless it's Steve know of some more, I know Veronica in Monroe is trying her best to find something that she can get in. Didn't you say Craig had you check.

FRANK GAFFNEY: Craig checked on a new location right behind him that used to be a hospital, but nobody's really responded to him yet. But him and David went over there and talked to him.

EMMA PALMER: Other than what Steve said about the VA.

STEVE DUBRUHL: We're working through the legal department on that one. The other issue is the LSU hospital in Baton Rouge. Ochsner took over that. We'll try to see if we can get them help. Reaching out to them as well. A similar situation we have at the University Hospital which is a state owned building. The last operator kicked us out of there I guess. They got kicked out of there. Maybe there's an opportunity there to go back in.

EMMA PALMER: And you are talking to them about that.

STEVE DUBRUHL: Uh‑huh.

MICHELLE DUNCAN: I got a call, wildlife and fisheries this morning called, haven't got to discuss it with Steve yet, they bought a building in Lafayette, wildlife and fisheries did. It does have a place for maybe a snack shop, but the lady that is over that is not going to let us know really anything until she is able to go on premises and look at it and all that which will probably be about two weeks.

STEVE DUBRUHL: Did she say how many people will work there?

MICHELLE DUNCAN: They do not know yet. They are taking Lafayette, Opelousas and maybe Iberville she said, another location that way. And they're closing those buildings and putting them into this one. And they are renovating out some of the other offices.

EMMA PALMER: As long as that's not something like what Frank looked into before. Remember Frank only open seasonable.

FRANK GAFFNEY: No, this is the offices part.

MICHELLE DUNCAN: This is the wildlife and fisheries office. They have in Opelousas they have an office in Lafayette and she said there was one other location and they're merging all of those locations to this one building they just bought.

EARL HEBERT: How big is the one in Baton Rouge?

MICHELLE DUNCAN: It's a small location here in Baton Rouge. They bought this building from some law firm and it already has like she said she's not sure if it's a snack shop or cafeteria set up already. But she wanted to look at it before they sent any kind of word down.

SHELLY LEJEUNE: Where at in Lafayette?

MICHELLE DUNCAN: I do not know. I just got the call this morning. She said she was going to call me back in like two weeks. She wanted to visit the location first.

FRANK GAFFNEY: The one Emma was talking about was the state park. They were only open like four months out of the year. Next one is policy and procedure. Don.

DON ARABY: I don't know there's anything different.

FRANK GAFFNEY: Next one is roadsides which is me. We still have Paul Hebert, poor soul. I think he's been closed already two and a half years and last I heard is talking about August. They've had several mess ups and bad luck. My understanding they built the whole thing and nobody put wiring in and they had to tear everything back out to do the wiring. And then about time they were getting with that then the flood hit and they got under water. That messed up the stuff up again. The last I got with Paul and Paul finally got in touch with somebody they informed him talking about August. Training.

STEVE DUBRUHL: Let's go back to roadsides real quick. Part of that conference call we have each month they talk about the federal infrastructure bill. One thing they're trying to do, the trump administration, is public private partnership. One of the ideas is to start privatizing some of the rest areas, or give the state the opportunity. There's an effort by vendors all over the country to empress upon the congressman how important it is they leave the roadsides along. Like Lynn was saying, you need to be reaching out to Congressman and senators on a federal level to address that because if they allowed the state to put a McDonalds in the I10 rest area that's going to affect the vending machine sales of course. May still be there, but in competition with someone else. We want to keep it like it is. That's going to be a federal law. If you could reach out to your legislators or congressman. You should have them on speed dial. Tell them we don't want to change it.

FRANK GAFFNEY: That's going to be a very big thing. We're talking NAMA's in it, all the vending associations, not just us, all the truck stops and association for businesses that are just off the interstates. Besides us these people that build new McDonalds where you get off the exit for gas they'd be hurting. There's a whole bunch of people affected by this. The only thing on ours, I hadn't talked about this, I was hoping that last deal we had that dealt with tourism when they wanted to privatize us I think the law exempt us from privatizing. Even if the federal government gave them permission we could use that law to keep them out.

STEVE DUBRUHL: Squeaky wheel gets the grease.

FRANK GAFFNEY: Anybody needs that website I can send it to them cause I do that. NAMA puts it out and a few others put it out. All you have to do is click on it. There's a form letter or you can send in our own. Next thing is training we got Lee, John, Emma.

EMMA PALMER: Training, well Lynn pretty much gave the report on that. And I don't know where we're at with the training on the cash registers, the system you had.

LYNN BLANCHARD: The trainees that are in there are learning it. It's interesting when we bought it we actually got another big monitor cause the guy in there now to see it better Scott had come in and did some adaptive stuff. So we're still learning as we're teaching them too. I know y'all had talked I think y'all conference Mark mentioned something about doing a program even all the new managers once they start doing POS. Still working on that. I know the kitchen staff loved it. Because again you have a lot of perks that alleviate some of the other problems that come up. If you put the time in and start inventorying, scanning stuff in, or plugging it in it's going to tell you in and out. You ain't going to have to go back. The manual is going to be upfront, not on the back end. We're still working on making that happen as well.

FRANK GAFFNEY: Veronica got trained on it, didn't she?

LYNN BLANCHARD: She was, yeah.

EMMA PALMER: For a manager coming Lynn what time do you think they would need, how much time to train, a week. Not a new manager, a old.

LYNN BLANCHARD: It depends. If you're talking about existing managers someone probably move through it faster. But that also depends on their level of education, how quick they adapt to things. Somebody with lower vision, might be different. Depends on the individual. Somebody that's totally blind it's going to depend if they have had adaptive training even in the IOS systems that use touch screen technology. You may have to do some IOS training. If you haven't never been exposed to it. There's going to be a lot of variables in that.

KEVIN MONK: If you don't own a smart phone if you still have an old flip phone and you're going into that it might take you a whole lot longer than if you're using an iPad or iPhone or whatever. It's going to depend on your background how tech savvy you are.

LYNN BLANCHARD: Basically that's what it is, a big iPad. It's a register through the iPad. That double tap swipe.

EMMA PALMER: Built in wifi?

LYNN BLANCHARD: I don't think we have a direct correction. I was thinking with Herbert cause we went and saw Federal City. We had talked about the POS system. You know better than me is it the system or is it the wifi connection?

STEVE DUBRUHL: It's a military base so they're really stringent on wifi. Herb has a landline.

LYNN BLANCHARD: You shouldn't have no wifi issues then.

STEVE DUBRUHL: That was part of Shelly's challenge if you're not getting a steady signal it goes up and down.

LYNN BLANCHARD: It's a work in progress and as soon as we work some of the kinks out we'll try to develop something more specific to the managers. It might be some that you got to come in four Saturdays or spend a week. I don't know. I know that's going to be part of the issue, can they leave their stand. Not everybody is going to be able to leave their stand. They might have to do X number of Saturdays. We will have to talk to the state and get feedback once we have something set up.

FRANK GAFFNEY: The state agreed they could work something out for that.

LYNN BLANCHARD: I think a million dollars a manager.

FRANK GAFFNEY: Next thing is vending which we already discussed mainly. We have sent out for bids on new vending machines and have them back in. Now it's just a matter of waiting to get our authorization to buy a set of equipment. Upward mobility training, Shelly.

SHELLY LEJEUNE: The last one we had was in August and I don't know it was mainly for Baton Rouge or whoever else wanted to come. I don't know if there is any other scheduled throughout the area.

FRANK GAFFNEY: We were supposed to start doing some regional.

STEVE DUBRUHL: We follow back up with other people that couldn't come to that meeting. You and I need to work on that together. Why don't you and I talk about that.

SHELLY LEJEUNE: We had a good turnout in August.

STEVE DUBRUHL: We sure did. We should have got Frank a microphone.

SHELLY LEJEUNE: I don't know if you want to blend it in with something else going on. I know Herbert and I are working on the RSVL convention which is going to be in August, right. It will be held in the New Orleans area.

HERBERT READO: The LCB meeting is going to be in Natchitoches.

DON ARABY: Were we supposed to receive something showing we completed that upward mobility training?

FRANK GAFFNEY: Should. We used to always get a form and it get put in your record.

EMMA PALMER: Could make out one of those little computer certificates.

HERBERT READO: Everybody did sign I know that. Cause Michelle took care of that.

FRANK GAFFNEY: You were supposed to get certificates and put in your folder.

STEVE DUBRUHL: All right. I didn't do that.

SHELLY LEJEUNE: Do we need to make a request for response to that to make sure it gets done. I would like to make request for response everyone attended the August upward mobility training gets a certificate.

DON ARABY: I would second it if it's a motion.

FRANK GAFFNEY: All opposed? First discussion, any discussion? Anybody oppose?

EMMA PALMER: I think he should add that everyone that attended the August one and anytime there is one done people that attend should get one.

STEVE DUBRUHL: Okay.

FRANK GAFFNEY: And any forward. Any regional training you should get a certificate and noted in your file. No objection, passed. Last thing on that list is insurance which is me and David. We got everybody's money in and Michelle helped us a bunch. She collected from Baton Rouge area cause they're always the last ones to turn in. And I went up there and I signed all the papers on it so it's all in affect. And I should be getting my copies soon so I will have all that stuff on hand. Any questions?

HERBERT READO: Everybody's on that one plan, all the managers on that one plan?

FRANK GAFFNEY: Yes.

HERBERT READO: Any managers not on that plan?

FRANK GAFFNEY: Nobody went on their own.

HERBERT READO: We should start getting a better rate.

MICHELLE DUNCAN: Are you going to send everybody a copy of that insurance?

FRANK GAFFNEY: We send it upon request if you need it. Because the state has it and it's no individual copy as per say. They're all the same and it's one main copy and then a list of every location covered.

MICHELLE DUNCAN: I just had a couple managers asking if they were going to get copies.

SHELLY LEJEUNE: Let me make a suggestion. Why don't you send it to the RSMAs and they will have it in case people in their area need one.

EMMA PALMER: David can send it.

FRANK GAFFNEY: The next meeting will be the NFB is having their convention April the 6th and they have offered to supply a room for us on that Friday if we want it. It will be here at the Crowne Plaza here in Baton Rouge. If we have any objections to that I need to know otherwise. Shelly and I will look into confirming it. April 6th, 9:00.

SHELLY LEJEUNE: It will be at the Crowne Plaza. I don't know exactly what room. If anyone's familiar with the Crowne Plaza not the wing that has the big room, but the other wing.

EMMA PALMER: On the side where the gift shop is.

FRANK GAFFNEY: Any objections to that location. State okay? The next meeting will be April 6th at the Crowne Plaza. Do I have a motion to adjourn the meeting.

SHELLY LEJEUNE: I make a motion this particular meeting be adjourned.

EMMA PALMER: Second.

FRANK GAFFNEY: Next thing is trust fund. Roll call.

SHELLY LEJEUNE: Shelly LeJeune, Baton Rouge.

EMMA PALMER: Emma Palmer, Shreveport.

JANICE FOSTER: Janice Foster, Baton Rouge.

DON ARABY: Don Araby, New Orleans.

HERBERT READO: Herbert Reado, Leesville.

EARL HEBERT: Earl Hebert, Lafayette.

FRANK GAFFNEY: I missed one thing again. I missed district concerns. District one, John he ain't here. District two, Don.

DON ARABY: Nothing that I know of.

FRANK GAFFNEY: District three, Janice.

JANICE FOSTER: Just wanted to know when they make the selection trying to find out. And I check with the other guy he says business little slow right now. He had some postage and stuff trying to get them in there.

SHELLY LEJEUNE: The only thing I had brought up earlier to do with the inventory we talked about it. The only issue we're having is fighting Coke prices again. I don't want to go into it either. Everything else is good.

EARL HEBERT: Nothing at this time.

HERBERT READO: No, just Paul Hebert saying he need help trying to get that place open again. And I got a couple other managers I don't know if I got phone numbers for them. I need to double check on the other managers cause I tried calling them and I didn't get an answer.

FRANK GAFFNEY: He's been trying to call Alvin and nobody answers.

HERBERT READO: And Bobby.

SHELLY LEJEUNE: I will send you those numbers.

FRANK GAFFNEY: I sent what I had. Mine might be old.

SHELLY LEJEUNE: The last time I talked to them they both answered me.

FRANK GAFFNEY: Last but not least, Emma.

EMMA PALMER: I talked with one manager Craig and he was concerned about new locations and want to know what it is a manager can do to help create new locations. So I discussed that with him. And Gene wasn't in his shop when I went. But Veronica in Monroe is chomping at the bits to get a location. She said she spoke with the mayor because they was wanting to know why we didn't have anything there. I had to explain to her about traffic in the building. So now since she is thinking of relocating and taking something else. Maybe that will help her.

FRANK GAFFNEY: Additional on her, I sent her we had that brochure from Mississippi State talk about the Randolph Sheppard program and also the one that RSVL made up, I had it also. And then there's a letter I made up a while back talks about managers and matching dollars and everything. I forward that to her that she could take with her if she went out to see some people.

EMMA PALMER: That's what I told her to get with you and get copies of stuff and go in the building and find out how many people in those buildings. If you talk with the mayor or whoever it is give them that sheet and let them know what the program is all about and let them know what it is we do. If nothing else like I was telling her if you find a place that maybe you feel like enough traffic coming and going you can do machines in. She's trying hard. She's gone to two or three different locations.

FRANK GAFFNEY: I also explained to her we could not pay rent or percentages or anything like that. If she did something like that it would strictly be a contract with her. We could not sign it. If she talked to some place and even made an agreement we couldn't put a snack shop cause it's not something we could yank right back out.

EMMA PALMER: She says one place had seven floors on it with different offices in it. But like I told her too cause that's the way it is in Shreveport at the government plaza. If it is machines in there whoever have them have a contract with them. You have to take all that in consideration when you're doing it.

FRANK GAFFNEY: But she's anxious. We did roll call and now welcome by Frank. Hello everybody. Opening remarks by Steve again.

STEVE DUBRUHL: Agree with Frank and say welcome everybody. That's about it.

FRANK GAFFNEY: Introduction of guests. I mean staff. Then review of agenda. Approval of minutes. I read them. They're word for word. Then new business. Trust fund monthly income.

STEVE DUBRUHL: Chauntay's provided everybody with the monthly income. The balance of the trust fund right now as of January 3rd was 626,951 dollars. Making a very conscience effort to try to be as accurate as we can with where the money is coming from. Like I was saying, this is a spreadsheet that Chauntey sends us every month. It has the different commissions. And then Eric has been going through each commission statement and delineating what's federal, what's not federal. The federal report we just did we had 74,000 dollars in federal money. And then adding in Blackstone which was about 80,000 dollars. We end up with 450,000 dollars nonfederal. We generated 524,000 dollars last fiscal year for the trust fund. The last three months, one thing I dealt with Steven Johnson who is our money guy, he's provided us a list of all the deposits that come in every week. And so far October, November, December through the 21st we've brought in 98,975 and we compared that to what records Chauntey has and we're off 20 bucks. So we got a pretty good handle on where we are right now.

SHELLY LEJEUNE: Where does Blackstone come in as federal or state?

STEVE DUBRUHL: We leave that as on the federal report it has income from vending machines on federal property and then nonfederal. So that would fall even though it's coming from the military base it's not considered vending machine income. By law it's a separate and distinct category. We put that under nonfederal. That money is actually coming from Blackstone. The big winner seems to be University Hospital in New Orleans. I met with Refreshment Solutions and they wanted to talk about raising the prices. I told him fine with me. He gave me this pricing guide that he has. They surveyed the convenient stores around the hospital. Like right now for a bag of large chips we're charging a dollar for that. The Race Trac across the street charges 1.24 with tax. Shell station across the street 1.75 for that same pack. Circle K 1.74 and Exxon 1.75. He wanted to raise it to a buck twenty five.

FRANK GAFFNEY: You got that increase from Vistar.

STEVE DUBRUHL: It's amazing for some of the stuff for a 20 ounce coke at the university 1.50 wants to go 1.75. At the Race Trac 2.08, Shell Station 2.09, Circle K 2.09, Exxon 2.08. So even at 1.75.

SHELLY LEJEUNE: Most places are getting two dollars.

STEVE DUBRUHL: That was pretty handy. Same with 12 ounce cans. At Circle K on Canal St. cost 1.39. We were charging .75. So we're going to go up a buck. That's where they pay at the cash register. Taking into account getting out in your car, walking across Canal Street, dodging traffic.

SHELLY LEJEUNE: What is their average price for canned drinks in the vending machine?

STEVE DUBRUHL: Right now it's 75 at that location. We're going up to a dollar.

EMMA PALMER: What they doing on candy.

STEVE DUBRUHL: Candy is 1.25. The Race Trac is 1.66, Shell station 1.71, Circle K 1.71, the Exxon station 1.74. He want's to go up to 1.50. I said let them have it. We might lose a little bit of money. But whatever we lose will make up for in volume with the price increase.

SHELLY LEJEUNE: It's not a bad decision because he's still going to be lower than everybody else.

STEVE DUBRUHL: Exactly. Most markets he analyzes, he has a driver go by anything close to that location. Very enlightening when I looked at it. I got that bottled water out of the machine upfront was 1.25. Seems like a good deal.

FRANK GAFFNEY: We're the only ones that distinguish between the water and the drinks. None of the others whatever water is that's what cokes are. That balance we've already taken care of all the stipends, right.

STEVE DUBRUHL: In August we paid out 192,000 dollars. That included I think about 157,000 is what we paid for in stipends this year.

FRANK GAFFNEY: So that's all past us now.

KEVIN MONK: As far as we know everybody is wanting a stipend has put in for it.

FRANK GAFFNEY: Even if they didn't deserve it.

MICHELLE DUNCAN: I have one manager I'm having problems with. She can't seem to fill out the form thing.

STEVE DUBRUHL: So we got 2500 sitting out there, but the last one.

FRANK GAFFNEY: We even had some mangers apply that weren't supposed to get it. Weren't even with us no more. Unfinished business, I believe about the same thing. The blind vendors trust source of revenue.

STEVE DUBRUHL: I will start including you on what I get from Chauntey and Eric. Eric did a really good job. I can go back every month and it really helped us delineate what is federal and what isn't. And then the other good thing is dealing with Coca Cola. Going back whenever a new location came up they may write it up as the blind vendors' trust fund. Right now we get eight checks, some made out to blind hospital fund, Randolph Sheppard trust fund. Since coke finally merged cause we were getting money from coke New Orleans, coke Baton Rouge. Everything comes out of Birmingham now. We're in the process of combining everything on one commission statement. Sometimes the commission statement says Lafayette Federal Courthouse, other times Randolph Sheppard. We know it's Randolph Sheppard. Hopefully by the end of the next week we will have everything, every location for coke we have will know exactly where it is. When we know that go out and find other places that we don't. Right now I couldn't tell you for a fact some of these machines it will say location second floor, lobby. That doesn't really help us. But coke is very helpful. Finally found the right person to talk to, the lady that actually writes the checks.

SHELLY LEJEUNE: All this is coming from united out of Birmingham, but are they telling you this is the Lafayette area, this is the Baton Rouge area or just one.

STEVE DUBRUHL: I get like a check on a full size piece of paper and each machine is listed at the top and under the description of the machine they have a place for customer name. We're the customer. But in some categories it will say state police headquarters or University Hospital. And then location they might have the second floor. We're working to revise that so the customer name will be the location and delineate under the location where it is in the hospital. Right now there's a batch of them just say blind vendor or say Randolph Sheppard. Able to tell through some what's what. That's been a challenge. At one point we were getting checks from seven different buyers. Now it's all coming from one place. We'll have a better handle on exactly what we got.

FRANK GAFFNEY: Any discussion? Do I hear a motion to adjourn?

DON ARABY: I move we adjourn.

SHELLY LEJEUNE: I second.

FRANK GAFFNEY: All in favor. Oppose. Adjourn.