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## Interagency Contracts Coordinating Team (ICCT)

### Meeting Minutes

January 13, 2009

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**Attending:** Denise Blue (DVA), Susan DeBlasio (HCA), Debbie Dunn (DOP), Susan Johnsen (OFM), Bonnie Lindstrom (DSHS), John Nispel (DOC), Meredith Quinn-Loerts (OFM), Nancy Ringstad (DOL), John Toohey (CTED), Erica Winter (OFM), and Laura Wood (OFM).

#### Announcements:

**Draft Interagency Agreement Template-** Prior to the September 9, 2008 meeting, the template was sent over to Spencer Daniels (ATG) for final review and to clarify the process for receiving AGO approval. Laura has yet to receive a response but will continue to follow up.

#### Online Executive Management Contracts Training: Laura Wood (OFM)

OFM hopes to begin working on an online contracts training course for executive managers. This online course would replace the current *Contracts Training for Executive Managers* class. Laura asked the group to bring their top five points/topics that should be addressed in this training. The document attached to this email contains the results of the group's brainstorming session about this subject.

#### Early Retirement factors 2008: Laura Wood (OFM)

This topic was postponed as it will be discussed at the WACS meeting, where DRS staff will attend and hopefully, be able to answer questions related to this topic.

#### PSCD Updates: Laura Wood (OFM)

The OFM Contracts Office has been working with their in-house IT staff to make much needed changes/ updates to the PSCD. Below are some of the changes/updates that have been made:

- Competitive Procurement page for contracts \$20,000+ has been changed to include the new WEBS requirements.
- All TIN number references/displays have been removed (i.e. left hand summary column, printer friendly version, and search results).
- Removed all references to the old Guides.
- Contact numbers and links to SAAM have been updated.

#### Next Meeting:

The next meeting will be held on **April 14, 2009** in conference room G4 located on the ground floor of the General Administration building, from 1:30 p.m. until 3:30 p.m.

Please send suggestions for agenda items to Laura Wood at 725-5259 or email at [laura.wood@ofm.wa.gov](mailto:laura.wood@ofm.wa.gov).

*Meeting adjourned at 3:15 p.m.*