



Procurement Standards Board Minutes

June 12, 2023

Members attending Ms. Kelly Flannery, Chair, Mr. Wallace Dietz, Dr. Cynthia Croom,
Mr. Larry Turnley

Others present: Ms. Michelle Hernandez Lane, Procurement Division; Mr. Jeremy Frye, BAO,
Ms. Macy Amos, Legal, Ms. Tessa Ortiz-Marsh, Legal

Chairman Kelly Flannery called the meeting to order.

Ms. Flannery recognized that we have a new person representing Metro Legal, Ms. Tessa Ortiz-Marsh.

Ms. Flannery entertained an approval of the last meeting's minutes. Mr. Dietz made a motion to approve and Dr. Croom seconded. They were approved unanimously.

Purchasing Agent Report – Ms. Michelle Hernandez Lane

During the last quarter, the Procurement Division lost one employee. Mr. Jonathan Meadows left employment with Metro Nashville Government. The Procurement Division has begun the process necessary to solicit applications to fill this position in the Buyer 2 buying group. Procurement division staff have been physically relocated in Lindsley Hall to the second floor. This relocation is part of an overall space renovation and reduction process for the entirety of the Finance Department. This reduction process will result in a small in office footprint for the Procurement Division and include the use of drop in space to be shared by multiple staff. Ms. Flannery expressed her thanks to staff for their work on the move. Since the Procurement Standards Board last met, the Procurement Division joined the Harvard Kennedy School of Government Procurement Excellence Network. Joining this network provides us with access to the Government Procurement Lab at the Kennedy School of Government and the wealth of experts that are available to provide technical assistance to our Office. Metro Nashville's next Disparity Study is currently underway and is on track. EBO staff are managing the project with an anticipated release date of July 2023. Ms. Flannery asked if Griffin and Strong can brief the board members on the disparity study report. Ms. Lane stated we can schedule a meeting for this. Ms. Lane went over a memo from Legal regarding new state law requiring governing bodies to provide a period of public comment at public meetings.

Discussion Regarding Proposed Waiver Process in 4.48.115

After discussion, the board decided the waiver request process should remain a procedure and not be added to the procurement regulations. Dr. Croom made a motion to approve, and Mr. Dietz seconded. The motion was approved unanimously.

Adjournment – Ms. Kelly Flannery, Chair

The date of the next meeting will be decided at a later time.

Chair Flannery requested a motion that the meeting be adjourned. Receiving a motion and a second with a unanimous vote, the meeting was adjourned.

Respectfully submitted,

Judy Cantlon

APPROVED:

Kevin Crumbo, Board Chair