



Procurement Standards Board Minutes

May 8, 2024

Members attending Mr. Kevin Crumbo, Chair, Mr. Wallace Dietz, Dr. Cynthia Croom,
Ms. Kim Sansom, Ms. Shannon Raybon, Mr. Larry Turnley

Others present: Ms. Michelle Hernandez Lane, Procurement Division; Mr. Christopher Wood, BAO,
Ms. Macy Amos, Legal, Ms. Tessa Ortiz-Marsh, Legal, Mr. Dennis Rowland,
Procurement Division, Ms. Jerval Watson, BAO

Chairman Kevin Crumbo called the meeting to order.

Mr. Crumbo noted there were no requests for public comment by the public.

Mr. Crumbo 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

Management staff continues to meet virtually every two weeks with representatives of the heaviest using departments of the Procurement process. Those departments include General Services, Water Services, and NDOT. Meetings with Parks are held once a month rather than twice a month at the request of the department.

During quarter two, the Procurement Division hired one employee. Mr. Harrison Bond has been hired to fill the vacant Buyer 2 position. Mr. Bond is a veteran of the US Army and remains in the US Army reserve. He brings a background in logistics to his work in Metro. We are extraordinarily happy to have him and thank him for his service to our country and to Metro. I am pleased that the Division of Purchases is once again fully staffed based upon current staffing allocations.

In 2023, the procurement division staff relocated in Lindsley Hall to the second floor. This relocation was part of an overall space renovation and reduction process for the entirety of the Finance Department. This reduction process resulted in a small in office footprint for the Procurement Division and included the use of drop in space to be shared by multiple staff. The space was renovated to provide upgrades and create standard consistency which is currently shared throughout all Finance Department space. More recently, structural instabilities in Lindsley Hall that are being repaired have

resulted in employees having to work remotely until work is completed and the space has been turned back over for use.

One protest hearing was held during the period related to Police Motorcycle purchase and maintenance. No appeals were heard.

As we turn the reigns of the Procurement Division over to a new leader, this will serve as the last Purchasing Agent's report from Michelle Lane. The newly hired Purchasing Agent has committed to continuous improvement and working to continue and advance the reforms that have been instituted in the Procurement Division. Several members of the board thanked Ms. Lane for her valuable service to this work.

Introduction of New Purchasing Agent

Mr. Crumbo introduced the board to Mr. Dennis Rowland. Mr. Rowland spoke of his previous experience at Nissan North America. He is excited to take the division forward and to fulfill Ms. Lomax-O'dneal and Ms. Lane's expectations. He was welcomed by members of the board.

Adjournment – Mr. Kevin Crumbo, Chair

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

Chair Crumbo 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