



COUNTY OF BARNSTABLE  
PURCHASING  
DEPARTMENT OF FINANCE

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## Cape Cod Public Purchasing Officials Association

**Officers:** Jennifer Frates – President; Amber Patterson - Vice President; Mihaela Miteva - Secretary Speaker Committee Chair - Roby Whitehouse

### MEETING MINUTES

**Tuesday, July 28, 2020, 9:00 AM**

Via Remote Zoom Video/Call

**Members Present:** Jennifer Frates – Barnstable County, Amber Patterson – Barnstable, Mihaela Miteva – Orleans, Liana Surdut - Orleans, Svetlana Salemm-Yarmouth, Carolyn Carey – Harwich, Terrie Cook – Mashpee, G. Cannon – Bourne, L. Hayden – Yarmouth, Chris Raymond – MHEC, Roby Whitehouse – Yarmouth, Emily Sumner-Brewster, Kyle Pedicini – Yarmouth, L. Sylvia – Nantucket Memorial Airport, G. Ryder – Harwich, Denise Allen

Chairwoman Jennifer Frates called the meeting to order at 9:05

**1. Review/Approval of Minutes of January 28, 2020**

Jennifer Frates moved, and Svetlana Salemm seconded to approve the minutes as drafted for the meeting materials. The motion passed by a virtual unanimous chat vote.

**2. MHEC Presentation**

Chairwoman Frates introduced the guest speaker Chris Raymond, Director of Contracts & Operations MHEC. Mr. Raymond gave a PowerPoint presentation on a procurement platform called MHEC, an abbreviation for Massachusetts Higher Education Consortium, available online at [www.mhec.net](http://www.mhec.net). Mr. Raymond said that municipalities and other government entities can take advantage of the platform and be in compliance with the Massachusetts Procurement requirements for Chapter 30B for blanket contracts.

**3. General Procurement Discussion / Speaker suggestions or topics**

Ms. Frates said that most of the annual contract renewals have been procured. She was pleased to announce that the e-bidding through bonfire is up and running and is very user-friendly. The platform is a free to join and search. She said that she is working on a consulting contract solid waste reduction for the Cape Cod Commission and with the Cape Cod Collaborative for schools reopening. A discussion ensued about future meetings guest speakers. For the September meeting, Ms. Frates will invite Julia Wolfe, OSD Director of Environmental Purchasing to present about State Contracts & Environmental Preferred Products Overview. During the discussion members expressed interest to hear about diversity requirements.

**4. Adjournment:** on a motion by Roby Whitehouse, seconded by Carolyn Carey and favored by all, the meeting was adjourned at 10:02 a.m.

Respectfully submitted,  
Mihaela Miteva, CCAPPO Secretary