

**OFFICE OF THE ATTORNEY GENERAL**  
**Procurement Policy Compliance and Monitoring Board**  
MEETING MINUTES

**Wednesday, July 24, 2019**

The Procurement Policy and Compliance Monitoring Board met in public session On **Wednesday, July 24, 2019** in the James R. Thompson Center, 100 West Randolph Street, and in the Illinois Attorney General's main office, 500 South Second Street, Room 214, pursuant to notice.

Karla Schreiber, Chairperson called the meeting to order at 2:00 p.m.

**ROLL CALL**

**Board members present (3):**

Springfield: Pam Blackorby, present  
Tad Huskey, present  
Lisa Kaigh, absent

Chicago: Karla Schreiber, present

Other staff: Eileen Baumstark-Pratt, Board Secretary  
Jessica O'Leary

**Approval of minutes from the meeting held on Wednesday, June 19, 2019**

Karla Schreiber, Chairperson asked the Board to review and approve the Wednesday, June 19, 2019 Procurement Policy Compliance and Monitoring Board (PPCMB) meeting minutes. Pam Blackorby moved and Tad Huskey seconded the motion and by unanimous vote, the minutes from the meeting held Wednesday, June 19, 2019 were approved.

The motion carried on the following voice vote:

**Yeas:** Karla Schreiber, Pam Blackorby and Tad Huskey

**Old Business**

Eileen Baumstark-Pratt, explained back in February 2019, we presented a request from The ICAC Commander to secure sleeping rooms for members of the Illinois - Internet Crimes Against Children Task Force for the 2019 National Crimes Against Children Conference that will be held August 12-15, 2019, in Dallas, Texas.

The ICAC Commander needed to increase the number of sleeping rooms for the training. They will need to secure up to 40 sleeping rooms to accommodate staff and non-employees. The conference will be held at the Sheraton Hotel, which has offered to provide us the federal government room rate of \$149 per night. Organizers of the ICAC conference have arranged for

other local hotels to rent blocks of rooms at the same federal government rate, they are the Sheraton Hotel, The Marriott Dallas City Center, and the Fairmont Dallas.

Based on the cost information received, the Office will reserve rooms at the Sheraton Hotel. The Office will require 10 sleeping rooms on the evening of Sunday, August 11th; 10 sleeping rooms on the evening of Monday, August 12th; 10 sleeping rooms on the evening of Tuesday, August 13th; and 10 rooms on the evening of Wednesday, August 14th, at a total cost of \$6,869.50.

The Sheraton hotel does not offer direct billing, so all attendees will be required to provide payment for their rooms directly to the Sheraton Hotel and they will be reimbursed by the Attorney General's Office for these travel expenses.

Karla Schreiber, Chairperson asked if there was any old business to report.  
No comments were received

### **New Business**

#### **2019 National Crimes Against Children Conference Registration Fees - ICAC**

Eileen Baumstark-Pratt, explained The ICAC Commander submitted a request to secure sleeping rooms for members of the Illinois – Internet Crimes Against Children Task Force for the 2019 National Crimes Against Children Conference that will occur August 12-15, 2019, in Dallas, Texas. The sleeping room request packet was presented to the board back in February 2019.

Eileen further explained, that they need to secure registration fees for this very same conference that will be held at the Sheraton Hotel in Dallas. This annual conference is hosted by the Dallas Children's Advocacy Center and the Dallas Police Department, to provide training to government and nonprofit law enforcement entities. The fee for this four-day conference is \$530 per person. There will be ten (10) members from the Illinois ICAC registered at an overall cost of \$5,300.00. Office Services will execute a purchase order, using ICAC grant funds and direct payment to the Dallas Children's Advocacy Center.

Karla Schreiber, Chairperson asked if there were any comments pertaining to the purchase.  
No comments were received by The Board members

### **Public Comment:**

Karla Schreiber, Chairperson asked if there were any public comments. No public comment.

### **Adjournment:**

There being no further business to come before the PPCMB Board, Pam Blackorby moved and Tad Huskey seconded that the meeting adjourn.

The motion carried by the following voice vote.

**Yeas:** Karla Schreiber, Pam Blackorby and Tad Huskey

The meeting adjourned at 2:06 p.m.