

STMA Conference Call Minutes
February 2, 2011

Participants

Kathy Adair, Alaska
Bonnie Kahakui, Hawaii
Sue Kahle, Minnesota
Mark Milstein, New York
Tim Hay, Oregon
Tami Nelson, Utah
Catherine DeMarco, West Virginia
Rick Singer, SGTP

Tim welcomed everyone to the call and recognized STMA's newest participant, Sue Kahle from the State of Minnesota.

WSCA Lodging Update: Tim Hay provided an update on the WSCA Lodging Program. Almost 4,000 hotels are participating in the program and there is an RFQ on the street in hopes of gaining more properties. Both LaQuinta Inns and Shilo Inns are expected to join the program. The RFQ closes on March 15, 2011. The next step will be to add local properties from each states 'in-state' qualified lodging list. Tim said that the STMA State Contact would need to be responsible for gathering and submitting the data to Tim to have them included in the list. Tim will extend an invitation out to the states when it is time to start adding those properties. Tim did mention that some of the RFQ requirements could be relaxed to include the inclusion of some of the smaller operators, primarily the requirement for web bookings and GDS access. Tim also mentioned how critical it is for the data to be correct. He will provide further instructions when it is time to add the local properties. Sue asked about the inclusion of travel agencies into the WSCA Lodging Program. Tim said that travel agencies just need to fill out the form on the WSCA Lodging site, send it back to Tim and he will forward the information to the hotel reps. After that, travel agencies just need to use the GDS code of WZ2 to access the rates. Mark asked if the rates were firm. Tim said the WSCA rates are tied to the GSA Per-Diem rates. As those rates change, the WSCA rates will change accordingly. Tim did say that the WSCA Lodging Database will show a green \$ icon if the property offers lower than per-diem rates. Tim said that he was presenting two in-state and one national webinar in the next couple of weeks on WSCA lodging. He will extend an invitation on STMA link when the details of the national webinar are finalized. It is scheduled for February 10, 2010 at 1:00 PM pacific time.

WSCA Vehicle Rental Price Agreements: Tim said the first year of these agreements just past and there is now 16 states using these agreements. The City and County of San Francisco are also using them. Tim wants to market these price agreements to other states this year in hope of adding a few more states to the program. He also reminded everyone to compare the rates between Hertz and Enterprise/National to ensure you are getting the best rate. Enterprise/National's 1.2% price increase became effective January

1, 2011. The WSCA Travel Sourcing Team is meeting with Hertz and Enterprise/National in Portland on February 7 & 8 to review the first year of activity and discuss any issues.

Joining Open Allies for Airfare Transparency: Tim mentioned that Lenora Kingston asked that this be added to the agenda. The Open Allies for Airfare Transparency sponsored by Business Travel Coalition and the American Society of Travel Agents is asking for people and entities to join their alliance to have a stronger voice in addressing industry concerns, particularly around the proper disclosure of airline fees. Rick Singer mentioned that SGTP is a member and encouraged STMA to also join. Rick will send Tim some more information and forward on to STMA. If STMA agrees, Tim will notify Open Allies for Airfare Transparency of its intention to join.

SGTP Updates: Rick Singer reminded everyone that the annual conference was coming up in a couple of weeks (February 22-23) in Washington DC. States can take advantage of discounted airfare (\$100.00 per ticket on Southwest Airlines) and no conference registration fees. Rick also reminded the states to get their survey information into him ASAP. All of the state survey information is going to be compiled and presented at the conference lunch by Tim Hay. Rick also announced the winners of the SGTP Professional Development Awards for 2010. The Western States Contracting Alliance won the Best Government Travel Program and Tim Hay won the Duncan Farrell Person of the Year Award. Tim thanked everyone for their help these past few years and said that these awards are a true testament of what states can do when they work together. Rick said the travel industry has truly taken notice of the states in recent years.

Hosting of calls for 2011: The request was made for states to volunteer in hosting calls for 2011. The schedule is as follows:

April 6, 2011	West Virginia
June 1, 2011	Alaska
August 3, 2011	Utah
October 5, 2011	California
December 7, 2011	SGTP

State Round Table: Bonnie mentioned that the State of Hawaii dropped their travel program a couple of years ago, however they still have an instate car rental contract. She is trying to get it re-established. Tim said he would get her information from the State surveys that show the demonstrated savings by having a managed travel program.

Next conference call is scheduled for April 6, 2011 to be hosted by the State of West Virginia.