

MINUTES

STMA Conference Call

June 3, 2009

Attendance:

Tim Hay, Oregon
Minnie Hoskins, Indiana
Mark Milstein, New York
Catherine Demarco, West Virginia
Kathy Adair & Sunny Israelson, Alaska
Lenora Kingston, Colorado
Kimberlee Tarter, Nevada

Thank you to Minnie Hoskins and the State of Indiana for hosting today's call.

Minnie gave a presentation of the State of Indiana Travel Program. They have one travel agency contract with Carefree World Travel. They also have an on-site travel agent. They recently rebid for these services with the intention of adding on-line booking, but chose to remain with traditional booking due to the downturn of the economy. Travel bookings have dropped from a normal 300 transactions per month to less than 100 transactions due to the poor economy. Indiana has one car rental contract with Enterprise. They have no airline or hotel contracts. They have a travel card program with Chase Bank. The use of the States Travel Agency is required. If state travelers do not use the States Travel Agency, they run the risk of their travel expenses not being reimbursed. Their travel office has been in place for almost 30 years. Their overall volume of travel is pretty small.

Tim provided an update on the WSCA Car Rental RFP. The RFP hit the streets on June 3, 2009. It closes July 13, 2009 and there is a mandatory pre-proposal conference in Portland on June 24, 2009. There are 13 states who have joined on this solicitation with the possibility of a few more. The states are: Alaska, Arkansas, California, Colorado, Hawaii, Idaho, Nevada, New Hampshire, Oregon, South Dakota, Utah, Vermont, Washington. Catherine from West Virginia indicated that they wanted to participate and Indiana may participate after seeing the results. It will be a multiple award contract. 2 or more contracts could end up being awarded dependent upon the proposals received. States will join by executing a participating addendum against the master agreement. The states will have flexibility in negotiating the addendums to meet their needs.

Round Table of States:

West Virginia. Just rebid for travel agency contract and received one bid from existing contractor. Also implementing an end to end travel management system with TRX. The three components are ResX, Travel Traxs and Data Basics.

Indiana. Just went through a competitive process to update the travel agency contract. Initially selected Shorts Travel for the online booking capabilities, but due to complications and the economic reasons, ended up awarding to the incumbent contract, Carefree World Travel.

Alaska: New travel agency contract awarded to incumbent. Uses an online booking tool with ResX. Experiences pushback from users being required to use the contract.

New York: Extended the contracts with the current airlines. New York thought it was smarter to renew versus rebid the contracts this year. Added Hybrid cars to the Enterprise contract. Their car contract expires next year. New York's travel agency contract expires in December. Currently evaluating whether to renew or rebid the contract. New York is looking to do a formal lodging program. They use GSA Per Diem Rates. They would also like to put a meeting and conference program in place.

Nevada: They have permissive lodging agreements in place and follow GSA per diems. Holding off on putting together their travel management program until fall. They spend \$6 Million per year with South West Airlines - the only option between Reno and Las Vegas, vs. an 8 hour drive. They are switching to more video conferencing.

Oregon: Awarded new city pairs this year. Alaska/Horizon and United airlines were awarded contracts. American Airlines did not bid this year. Extended travel card program with US Bank 4 more years. Have the car rental RFP on the street.

There are some concerns over the new TSA requirements surrounding providing full names, birthdates and gender, but all agreed it is out of our control.

Those states tentatively planning to go to the fall SGTP conference are

West Virginia

Alaska

Nevada

Next conference call is scheduled for August 5, 2009 hosted by the State of Pennsylvania.