



**Minutes**  
**STMA Conference Call**  
**12/3/2014**

**Attendees:**

Catherine DeMarco – WV  
Tim Hey – WSCA/NASPO  
Stacey Jo Withers – PA  
Dallas Stewart – STGP  
Lenora Kinston – CO  
Mark Milstein – NY  
Tammy Nelson – UT

Call hosted by West Virginia

**Topics:**

**Update on E-Travel program in West Virginia.** I reported on the challenges consolidating many separate computer systems used to pay vendors for goods and services including travel into one system. Because of the complexity the travel module is delayed until April. This wvOasis system will handle employee payroll, track work hours and leave time, process travel expenses among other functions.

**SGTP research report.** Rick Singer would like to know how we could effectively create a research project and what data would be available and relevant to government and the industry. Since Rick wasn't on the call Dallas took his place, she asked what states are willing to participate and interested in funding this project. In the past the travel surveys had low response. She wanted ideas on how to gather more effectively and to drive more response.

She wanted to know if anyone could recommend a research company to effectively complete this project and if the industry wants to sponsor it.

Tim asked what sort of data we want to collect and how to use it. Lenora commented that a program existed at one time called STAG that listed all state synopsis. Information on each state detailing credit cards, car and hotel agreements, spend policies. It was considered an excellent gauge on states information.

**Southwest Airline Extension.** Mark wanted information on this agreement. Tim explained that Gale is working on this with the current agreement set to expire the end of January the intent is to extend for

an additional term. The sourcing team did meet to look at language to modify the Southwest Agreement to incorporate SWABIZ in the master agreement ASAP.  
Another agreement in process is Hertz formally adding Dollar and Thrifty to the Master Agreement.

**State Roundtable:**

**WSCA/NASPO** Tim wanted to discuss the hotel program in regard to the manual process and looking to shift responsibility to US Travel to manage it using their automated RFP Hotel program. This is being worked on now and hopefully be finished by the end of January.

He also updated the listserv to handle more data; he asked if anyone had a problem to contact him.

**UT** Tammy brought up the effort to reach out to other states by not only writing a letter to the Governors but to include Finance & Purchasing personnel and send the letter out sooner.

**PA** Stacy Jo is super busy and still trying to find a replacement for the Travel Management position. The candidate would need travel experience and asked if we would get the word out.

**SGTP** Dallas advised that the State Committee call is scheduled shortly and she will update us on the next call

**CO** Lenora sadly reported her job may be eliminated; the state may close the travel program down. We all offered encouragement and any data we could provide to help her situation.

**NY** Mark informed us they tentatively awarded a corporate travel agency, there were some protest but should be announced shortly. He is also working on the PA with Southwest Airlines.

The call dates for next year are:

February 4 – Stacey Jo (PA)

April 1 - Mark (NY)

June 3 – Catherine (WV)

Aug 5 – Tammy (UT)

Oct 7 – Tim (WSCA/NASPO)

Dec 2 TBA

I hope everyone has a happy holiday season!

Merry Christmas!

