

MINUTES
STMA Conference Call
4/04/2012

Attendees:

Stacey Jo Withers - PA
Melissa Hernandez – TX
Kathy Adair - AK
Mark Milstein – NY
Tim Hay – OR
Catherine Demarco - WV
Donna Carey – CA
Kelly Smith - WV

WSCA Updates: Tim said the WSCA travel sourcing team has released an RFP for a hotel search engine and booking tool to replace the existing database. The goal of the search tool is to provide real time search and pricing information and to track actual bookings on the search tool. The RFP closes on May 1, 2012. WSCA Lodging now has over 11,000 properties with over 1 million available rooms participating in the program. The State of New Jersey is the latest state to begin using the WSCA vehicle rental agreements. The WSCA Travel Sourcing team approved a rate increase for Enterprise Rent a Car. There was a net increase of 2%. Meaning, the least used vehicles (pick ups and cargo vans) saw the highest increase of 4.5% and the most used vehicles only had an increase of 0.7%. The rates become effective May 1, 2012 and are available on the WSCA Website.

SGTP Proposal: The SGTP proposal was discussed. Everyone on the call liked the merits of the proposal, however a conflict of interest issue was presented. There is a concern if it would be considered accepting a gift from a vendor for allowing their participation on a call. Tim mentioned it no different than attending a conference where a portion of it may be sponsored by a vendor and the vendor is allowed to present on their products and services for a few minutes. It was also mentioned that each state could elect whether to accept a scholarship. The question was asked if SGTP is a non-profit. It was decided that Tim would follow up with Rick on the non-profit status and send a revised proposal out to STMA. Each state will review the proposal with legal counsel and other superiors if needed and then submit their acceptance or rejection of the proposal to Tim by April 27, 2012.

State Round Table:

CA- Donna asked how each states travel department is funded. WV was funded by Fleet Management but now they are funded by Administration. OR is funded by admin fees, co-op memberships and assessments but DAS is re-organizing and the assessment model will most likely end. PA is funded by Administration. They have a preferred hotel program that pays a 2% rebate. PA passes the rebate back to the end users. NY is funded by the general fund. TX is funded by Administration and rebates go back to the general fund.

WV – Catherine introduced Kelly Smith who is responsible for travel expense management in West Virginia. Tim asked which expense tool does WV use. WV solicited for a complete end to end solicitation and a package of ResX and True Expense was offered and accepted. True Expense integrates with ResX.

The next conference call is June 6, 2012, host state Pennsylvania

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