

Agenda BSC Finance Customer Forum Accounts Payable and Purchasing	Date: Tuesday, July 5, 2016 Time: 9:00am - 12:00pm Location: Building 5 Room G8	
Items	Facilitator	
Welcome and Introductions	9:00am – 9:15am	Tim Smith
Emergency Response Plan on the BSC website https://bsc.ogs.ny.gov/sites/default/files/BSC_Emergency_Response_Plan.pdf	Tim Smith	
15-Day Pay Bill Update	Mary Zaremba	
Purchasing Service Line <ul style="list-style-type: none"> • Negative PO lines • Security Solutions • Grants Process • Rental Equipment Contract • Lease Process Updates • Contract Change Notices 	9:15am – 10:15am	Phil Reed Ryan Bosko Sharon Warner Paul Olsen Melissa Miller Melissa Miller
Question and Answers / Open the Phones	10:15am – 11am	
Accounts Payable Service Line	11am – 11:15am	Tim Smith
Question and Answers / Open the Phones	11:15am – 12pm	
Call for Agenda Items for Next Customer Forum (due 7/27/16)		
Accounts Payable and Purchasing: 8/2/16		