



**MBE/WBE and Small Business Advisory Committee
Minutes**

**Regular Meeting
Tuesday March 2, 2010**

The MBE/WBE and Small Business Advisory Committee convened in a regular meeting on Tuesday, March 2, 2010 at 301 W. 2nd Street Room 1029 in Austin, Texas.

Chair Adrian Neely called the Board Meeting to order at 5:47 p.m.

Board Members in Attendance:

Adrian Neely, Ed Lowenberg, Barbra Boeta, Deirdre Moss, Brian Walters

1. APPROVAL OF MINUTES

Minutes from the February 2, 2010 regular meeting were approved on a 4-0 vote on a motion by Mr. Lowenberg, seconded by Ms. Boeta.

2. CITIZEN COMMUNICATION

Carol Hadnot, Austin Area Black Contractors Association, said that participation numbers for African Americans are still low, and that there is availability in many scopes other than trucking. She also said that they are still waiting for the 35 contractors to be added to the availability list. She attended the pre-bid conference for the weatherization project at Austin Energy, and the project is not going as it was originally proposed as there was no mandatory pre-bid meeting.

Rudy Garza, Assistant City Manager will get back with the committee after he follows up with Austin Energy on this issue.

James Harper, Austin Black Contractors Association, discussed the participation numbers on the Council Awards Report. He said the African American goals are being met by only using one or two trucking companies, and in the end the amount listed on the compliance plan is not what is used at the end of the project.

Mr. Garza will find projects where trucking was used to meet the African American goals and compare the compliance plan with the final numbers once the project is closed and report back to the committee on the findings.

Deirdre Moss joined the dais.

Alayne Johnson, Austin Black Contractors Association said that the availability list is still not correct because the 35 contractors are still missing, goals are still not being met, she asked what happens to the dollars not being used at the end of the contract, and she also said she doesn't understand why the City doesn't require goals to be met and just get rid of good faith efforts.

Mr. Garza said that a memo regarding the 35 missing contractors will be sent to the committee by the end of this week.

3. OLD BUSINESS

For discussion and possible action on recommendations to City Council (2-1-163(B))

a. Job Order Contracting program (report submitted to the Advisory Committee from the Contract and Land Management Department)

The committee submitted suggestions to the Job Order Contracting process to Mr. Garza. Mr. Garza said he would take all suggestions into consideration when he meets with staff to outline the process and would also confirm how UT and AISD implement their JOC program.

b. Public comments received on the proposed MBE/WBE Procurement Program Rules during the posting period. (Report submitted to the Advisory Committee from the Small & Minority Business Resources (SMBR) Department)

Any other comments received will be presented at the next meeting.

c. Commodity Code Improvements (Report submitted to the Advisory Committee from Public Works Department and the Purchasing Office)

Mr. Garza will confirm that SMBR does not have the authority to change codes and make sure that if there are firms listed under codes that are to be deleted, they will be made aware. He also said that he would look into giving SMBR power to change codes.

4. NEW BUSINESS

a. Discussion regarding MBE/WBE and Small Business Advisory Committee roles and responsibilities (Committee Bylaws and Boards and Commissions Ordinance attached)

The committee requested that staff change their position regarding staff attendance at meetings.

5. STAFF REPORTS

a. Monthly Report from the Small & Minority Business Resources (SMBR) Department on Request for Changes and Council Awards

The committee requested follow-up on questions and the final outcomes of issues brought up when discussing the Council Awards report

6. AGENDA ITEMS

Discussion and possible action on setting agenda items for the next meeting- April 6, 2010

- Update regarding the commodity code improvements
- Update on the Austin Energy Weatherization program
- Update on the Job Order Contract

Ms. Moss left the dais.

7. ADJOURNMENT

The meeting was adjourned at 7:34 on a motion by Ms. Boeta, seconded by Mr. Walters.