



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

**Special Called Meeting  
Tuesday May 10, 2011**

**The MBE/WBE and Small Business Advisory Committee convened in a Special Called meeting on Tuesday, May 10, 2011 at 301 W. 2<sup>nd</sup> Street Room 1101 in Austin, Texas.**

**Chair Adrian Neely called the Board Meeting to order at 1:08 p.m.**

**Board Members in Attendance:**

Adrian Neely, Ed Lowenberg, Barbra Boeta, Anne Harutunian

**1. CITIZEN COMMUNICATION**

No speakers were signed up

Carol Hadnot, Austin Black Contractors Association (ABCA)

**3. NEW BUSINESS**

For discussion and possible action, per authority to make recommendations to City Council (2-1-163(B))

**The committee will discuss creating a resolution to address the proposed budget cuts to the Small and Minority Business Resources Department**

At the committee's request Lino Mendiola, Andrews & Kurth submitted a draft resolution to address SMBR's proposed budget cuts.

The committee requested the following additions to the draft resolution:

- Include professional services & commodities in paragraphs 3 and 4
- SMBR moving to a central location in the City
- Increase in training funds for SMBR staff
- Maintain current funds and include an increase for Service providers

On a motion from Mr. Lowenberg and seconded by Ms. Boeta the committee voted to include the above language in the resolution and asked that Mr. Mendiola make the changes to the document.

**4. OLD BUSINESS**

**The committee will discuss the background, purpose and structure of the Small Business Construction Procurement Program proposed by CLMD and SMBR.**

Veronica Briseño Lara, Director SMBR, Rosie Truelove, Director CLMD, Colette Holt, Holt and Associates, Lino Mendiola, Andrews & Kurth provided a presentation and discussed the program with the committee.

**Citizen Communication Summarized below:**

Behram Atashband, Behram Consulting Engineers requested that the committee find out where the recommendations are coming from.

Kathleen Washban, local business owner requested additional information on training for SBE's.

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Claudia Conner, Director for Women's Business Center for BIG Austin works with SMBR regularly, happy to her about the training component and looks forward to working with SMBR on the training.

Carol Hadnot, ABCA concerned about MWBE program being supplanted by the SBE program and requested that SMBR provide the comments received regarding the program from all outreach events.

Ms. Finch urged the committee's support for this program and SMBR.

The committee raised the following concerns and requests:

- Would like a time limit set on the length of the program; make this a pilot program.
- Ensure all the information that is necessary per the advice of Ms. Holt is gathered for monitoring purposes. Create list of data needed.
- Potential budget cuts for the department could affect the program monitoring.
- Add program update to the advisory committee's agenda for regular follow up.
- Survey added to gather information from participants of the program and find out if it was helpful in getting bonding for larger projects.
- Requested a comprehensive written process of the program be provided to the committee.
- Provide an update of the program at the next advisory meeting in June.

Ms. Holt's suggestions included:

- Look to the SBA size standards; make 14 million the overall business size limit.
- Monitor affiliations closely as part of the certification process.
- SMBR should gather the following type of data on subcontractors; race, male or female owned, MBE/WBE certified, same type of information that is currently tracked on the MBE/WBE program.
- Try program a year and then reevaluate.
- Conduct a survey at the end of the year to see if program was helpful

## **5. ADJOURNMENT**

The meeting was adjourned at 2:50 p.m. on a motion by Mr. Neely and seconded by Mr. Lowenberg.