



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

**Regular Meeting
Tuesday June 7, 2011**

The MBE/WBE and Small Business Advisory Committee convened in a regular meeting on Tuesday, June 7, 2011 at 301 W. 2nd Street Room 1101 in Austin, Texas.

Chair Adrian Neely called the Board Meeting to order at 5:40 p.m.

Board Members in Attendance:

Adrian Neely, Ed Lowenberg, Barbra Boeta, Anne Harutunian and Brian Walters

1. APPROVAL OF MINUTES

Minutes from the May 3, 2011 regular meeting were approved on 5-0 vote, on a motion by Mr. Lowenberg and seconded by Mr. Walters.

Minutes from the May 10, 2011 special called meeting were approved on a 5-0 vote, on a motion by Mr. Lowenberg and seconded by Ms. Harutunian.

2. CITIZEN COMMUNICATION

No citizens were signed up to speak.

3. NEW BUSINESS

Briefing from the Third Party Resolution Working Group on their recommendations regarding the Third Party Resolution.

The committee requested that SMBR summarize the suggested changes to the resolution, distribute to the committee members and attendees of the meeting and also bring a final draft of the resolution to the next scheduled meeting on June 15, 2011.

Paul Saldana, US Hispanic Contractors Association (USHCA) said their position is to leave the agreement as is.

4. OLD BUSINESS

a. Update on Austin Energy System Control Center from DPR Construction.

Mr. Neely, Ms. Harutunian and Mr. Lowenberg recused themselves from this item due to their participation on this contract. They sat in the audience while the discussion took place.

Ryan Krogsted, DPR Department Executive and Carol Hadnot, Outreach Coordinator for DPR provided a handout and reviewed the outreach efforts and participation on the project.

Public comments are summarized below:

Alayne Johnson, Austin Black Contractors Association (ABCA) thanked DPR and Carol Hadnot for their work.

Thomas Cisneros, Armor Sealants & Firestopping, said the commodity codes need to be simplified.

Juan Oyervides, USCHA supports and thanked DPR and Carol Hadnot for their work.

Mr. Neely, Mr. Lowenberg and Ms. Harutunian re-joined the committee

b. Update from Public Works department and the Purchasing Office on commodity code improvements

Mark Walsh, Purchasing Office and Robin Camp, Public Works Department provided a handout and updated the committee on the proposed commodity code improvements and a Request for Proposals (RFP) that would be issued at the end of the month and committed to return with another update soon.

The committee requested that the RFP include the ability to sort by vendor name and that the system is able to be utilized by SMBR. They would also like staff to evaluate the success of the changes once implemented and for staff to return to the August meeting for an update.

Thomas Cisneros, Armor Sealants & Firestopping, applauds staff on their efforts and agrees with proposed improvements.

c. Update from the Budget Office regarding the eCapris software improvements.

The budget office submitted a memorandum to the committee summarizing the ongoing collaboration and enhancements to the City's internal application system.

The committee requested that SMBR notify the budget office that they would like them to personally attend the meeting so that they could relay their message to them and ask questions face to face.

On a motion by Mr. Neely and seconded by Ed Lowenberg, the committee voted to report this to the MBE/WBE Subcommittee meeting next week.

d. Update regarding the SMBR Budget Resolution and the 2012 Budget

Rudy Garza, Assistant City Manager and Veronica Briseño Lara, Director Small and Minority Business Resources (SMBR) discussed the budget timeline with the committee.

Public comments are summarized below:

Juan Oyervides, USHCA thanked the committee for requesting that funds for the service providers be increased.

Jessica Rodriguez, JJR Construction supports resolution and service providers have helped her business.

Alayne Johnson, ABCA on behalf of her members; opportunities will be lost if funding is cut.

Thomas Cisneros, Armor Sealants & Firestopping supports resolution; the associations provide services to contractors that are needed.

Carol Hadnot, ABCA wants to keep trade associations in the budget

The committee expressed concerns with the proposed cuts to SMBR's budget and requested that the budget timeline be emailed to them and the service providers.

The committee also made the following requests and recommendations;

- The committee will present their Resolution to the MBE/WBE Council Subcommittee
- The Resolution will be signed by all the committee members
- Each board member will call their individual council member to relay their concerns
- Would like the public to attend the Subcommittee meeting and express their thoughts
- Ask each association to compose a letter in favor of their resolution and send to all the City Council members.
- Recommended that public visit City Council members individually and participate in the public meetings regarding the 2012 budget.

e. Update regarding Small Business Construction Program

Rosie Truelove, Director Contract & Land Management Department (CLMD), Veronica Briseño Lara, SMBR and Gabrielle Stokes, Andrews & Kurth discussed the additional outreach efforts conducted and provided the committee with a handout of the draft program overview.

Public comments are summarized below:

Alayne Johnson, ABCA has concerns regarding the program; her members ability to participate, threatens MBE/WBE program and size limit should be lowered.

Carol Hadnot, ABCA requests that this be a pilot program and lower the size limit to participate.

Thomas Cisneros, Armor Sealants & Firestopping questions the need for an additional certification and implementing a new program in light of the proposed budget cuts.

Jessica Rodriguez, JJR Construction questioned why staff is creating another program when there are already associations available to help businesses.

Juan Oyervides, USHCA supports committee member Andy Ramirez's vision of the program and stated it would create opportunities for small businesses.

The committee requested;

- Update from the staff on the program every quarter
- Would like to see what the average gross receipts for all MBE/WBE's to evaluate if the 14M size limit to participate is set too high.
- Asked that legal counsel look into the body of law regarding creating arbitrary limit for program participation.

5. STAFF REPORTS

Monthly report from Small & Minority Business Resources (SMBR) on Request for Changes and Council Awards.

The committee requested that reports not be reviewed at the meeting but if there are any questions regarding the reports they be communicated to staff or bring to the next meeting.

6. AGENDA ITEMS

- Weatherization Committee Update
- SBCP Update
- 3rd Party Resolution Working Group-Post for action.
- 2012 Budget Discussion

7. ADJOURNMENT

The meeting was adjourned at 9:11 p.m. on a motion by Mr. Lowenberg, seconded by Ms. Boeta.