



Approved 4/3/2012

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

**Regular Meeting
Tuesday, March 3, 2012**

The MBE/WBE and Small Business Advisory Committee convened in a regular meeting on Tuesday, March 3, 2012 at 301 W. 2nd Street Room 1101 in Austin, Texas.

1. CALL TO ORDER

Chair, Ed Lowenberg called the Board Meeting to order at 6:00 p.m.

Board Members in attendance were Ed Lowenberg, Barbra Boeta, Schiller Liao and Regina Adams.

2. APPROVAL OF MINUTES

The Committee approved the February 7, 2012 and February 23, 2012 Special Called Meeting minutes on a motion by Ms. Boeta and seconded by Mr. Liao.

3. CITIZEN COMMUNICATION

Mr. Paul Saldana, US Hispanic Contractors Association (USHCA) requested the Committee review the Side-By-Side Comparison Minority Chamber and Minority Trade Association Funding handouts for possible recommendations to Council to increase funding for minority trade associations.

Mr. Juan Oyervides, USHCA requested that the Committee review and consider making possible recommendations to increase minority trade association funding.

Ms. Carol Hadnot, Austin Area Black Contractors Association (ABCA) expressed her support of a funding increase to minority trade associations and provided information on association's invaluable benefits and services to its subcontractors.

Ms. Aletta Banks, Asian Contractors Association expressed her support of a funding increase to minority trade associations and outlined its association benefits to subcontractors.

Mr. Behram Atashband expressed general concerns regarding minority contractors and the need for more transparency and fairness in the City's process.

The Committee requested SMBR to add the minority association funding increase to next month's agenda for discussion and possible action.

4. OLD BUSINESS

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

Item 4a. Update and possible action regarding recommendations from the Weatherization Committee regarding the Weatherization Assistance Program.

Mr. Lowenberg requested the Committee postponed this item until next month due to Mr. Ramirez's absence.

Item 4b. Discussion regarding the development of potential recommendations for the upcoming disparity study solicitation.

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Ms. Veronica Lara, Director, Small & Minority Business Resources (SMBR) briefed the Committee on the Power Point presentation regarding the upcoming disparity study solicitation.

The Committee requested SMBR to provide a slide regarding the solicitations proposed timeline.

Citizen Communication is summarized below:

Ms. Carol Hadnot, Austin Area Black Contractors Association (ABCA) made statement regarding the disparity study solicitation process.

Item 4c. Discussion and possible action regarding the draft MBE/WBE Procurement Advisory Committee Annual Review and 2012 Work Plan.

The Committee reviewed the final draft of the Annual Review and 2012 Work Plan and motioned to approve as a final draft. Motion made by Ms. Boeta, seconded by Mr. Liao. Motion passed 4-0.

Item 4d. Discussion and possible action regarding revised bylaws.

The Committee motioned to approve the current revised bylaws. A motion was made by Ms. Boeta and seconded by Ms. Adams. Motion passed 4-0.

Item 4e. Update regarding the Mentor Protégé initiative from the Working Group.

Mr. Lowenberg requested the Committee postponed this item until next month due to Mr. Ramirez's absence.

5. STAFF REPORTS

Item 5a. Monthly report and update from Small & Minority Business Resources Department (SMBR) regarding the Small Business Construction Program (SBCP).

Ms. Debra Dibble, Assistant Director, SMBR provided an update on the current SBCP projects. There were no new solicitations to report.

Citizen Communication is summarized below:

Ms. Carol Hadnot, Austin Area Black Contractors Association (ABCA) expressed concerns regarding the relevancy of the Small Business Construction Program as there have been no new or forecast projects since last year.

Item 5b. Monthly report and update from Small & Minority Business Resources Department (SMBR) regarding Request for Changes and Council Awards.

Ms. Debra Dibble, Assistant Director, SMBR briefed the Committee on the SMBR Request for Change and Council Award reports.

Mr. Liao requested SMBR provide more information regarding Hejl Lee, Inc. contract decrease on the Austin Energy MEC Control Expansion Design project.

6. AGENDA ITEMS

- Reporting of procurement opportunities on the Circuit of the Americas (COTA) project.
- Update and possible action regarding recommendations from the Weatherization Committee regarding the Weatherization Assistance Program.
- Discussion regarding the development of potential recommendations for the upcoming disparity study solicitation.
- Update regarding the Mentor Protégé initiative from the Working Group.
- Review and discussion regarding the Small & Minority Business Resources budget for fiscal year 2012.
- Discussion regarding the City's non-competitive solicitations.

7. ADJOURNMENT

The meeting was adjourned at 7:04 p.m. on a motion by Ms. Boeta and seconded by Mr. Liao.