



**MBE/WBE and Small Business Enterprise  
Procurement Program Advisory Committee Meeting Minutes**

**Regular Meeting  
Tuesday, October 7, 2014**

**The MBE/WBE and Small Business Enterprise Procurement Program Advisory Committee convened in a regular meeting on Tuesday, October 7, 2014 at 301 W. 2<sup>nd</sup> Street, Boards & Commissions Room 1101, in Austin, Texas.**

Acting Chair Sheri Marshall called the Board Meeting to order at 5:38 p.m.

**Board Members in Attendance:**

Anne Harutunian, Channy Soeur, Regina Adams, Schiller Liao, Sheri Marshall

**1. APPROVAL OF MINUTES**

The minutes for the regular meeting of September 2, 2014 were approved on Committee Member Schiller Liao's motion, seconded by Member Regina Adams, on a 4-0 vote.

**2. CITIZEN COMMUNICATION: GENERAL**

There were no speakers signed for Citizen Communication.

**3. NEW BUSINESS**

**a.** Election of Officers to serve from November 1, 2014 through June 30, 2015

The Committee decided to postpone this item for the next meeting as two members were not in attendance.

**4. STAFF BRIEFINGS**

**a.** Update on New Central Library project to include breakout of participation goals  
Cynthia Jordan, Public Works Project Manager, provided a presentation on the New Central Library project and answered questions from the Committee.

Committee Member Anne Harutunian recused herself from the dais on this item. Committee Member Regina Adams inquired on the number of jobs would result from the library's completion. Ms. Jordan advised she would pose the question to the Library Director for response.

**b.** Update on the Goal Determination Process

Veronica Briseño Lara, SMBR Director advised the Committee she is working with the Law Department on evaluating the goal setting criteria and will continue to keep the Committee updated.

**c.** Update from staff on the status of the Town Lake Metropolitan Park – Auditorium Shores Trailhead project

Ms. Lara updated the Committee on the status of the project and prime contractor; the prime contractor had been issued a violation and, at the time of the update, had not appealed.

**d.** Briefing from SMBR regarding the Third Party Resolution (Resolution No. 20120112-058) and monitoring and enforcement processes for Third Party Agreements

Jolene Cochran, SMBR Business Development Counselor Sr., provided the Committee with a presentation on the compliance review process for Third Party Agreements.

**e.** Monthly report and update from SMBR regarding the Request for Change (RFC), Council Awards, and Third Party Agreement reports

Ms. Debra Dibble, SMBR Assistant Director, and Ms. Lara briefed the Committee on the reports. The Committee requested changes to the Request for Change report.

**5. AGENDA ITEMS**

**a.** Third Party Presentation from Austin Commercial on the CONRAC project

**b.** Election of Officers

**c.** Monthly reports

**6. ADJOURN**

Acting Chair Marshall adjourned the meeting at 7:13 p.m. without objection.