



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

**Regular Meeting
Tuesday, December 2, 2014**

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

Chair Ed Lowenberg called the Board Meeting to order at 5:40 p.m.

Board Members in Attendance:

Ed Lowenberg, Barbra Boeta, Channy Soeur, Sheri Marshall

1. APPROVAL OF MINUTES

The minutes for the regular meeting of October 7, 2014 were unanimously approved on Committee Member Barbra Boeta's motion, seconded by Committee Member Marshall, on a 4-0 vote.

2. CITIZEN COMMUNICATION: GENERAL

Carol Hadnot, Austin Area Black Contractors Association, was the only speaker signed.

3. NEW BUSINESS

- a. Presentation from Austin Commercial, Consolidated Rental Car Facility (CONRAC), regarding compliance with the City's Third Party Resolution (Resolution No. 20120112-058) and terms of their agreement with the City-
Jeremie Martinez, Austin Commercial Project Administrator, provided an update on the project and responded to questions from the Committee.
- b. Discussion on the Creative Content Incentive Program and possible applicability to construction projects-
David Colligan, Economic Development Department Business Manager, provided a presentation update on the Creative Content Incentive Program. Chair Ed Lowenberg asked if an incentive program can be applied to Third Party Projects or if the City can apply preference for local contractors utilizing local subcontractors.
- c. Discussion on City Solicitations and Goal Determination Process-
Veronica Briseño Lara, SMBR Director, provided an update on the goal determination process for City solicitations. The Committee requested an update at the next meeting.
- d. Monthly Update from the Weatherization Committee-

Committee Member Boeta provided an update from the November 18, 2014 Weatherization Committee meeting.

e. Adoption of 2015 Meeting Schedule-

The Committee unanimously approved the 2015 meeting schedule on a motion by Committee Member Boeta, second by Committee Member Marshall, on a 4-0 vote.

4. OLD BUSINESS

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

The Committee unanimously elected Barbra Boeta as Chair, Anne Harutunian as Vice Chair, and Sheri Marshall as Secretary, on a motion by Committee Member Marshall, second by Committee Member Soeur, on a 4-0 vote.

5. STAFF BRIEFINGS

a. Monthly report and update from SMBR regarding the (1) Request for Change, (2) Council Awards, and (3) Third Party Agreement reports-

Debra Dibble, SMBR Assistant Director, reviewed the Request for Change and Council Award reports; the Third Party Agreement report was not complete and will be emailed to the Committee at a later date.

6. FUTURE AGENDA ITEMS

- a. Commodity Crosswalk Update**
- b. Goal Determination Process**
- c. Creative Content Initiative Update/ Local Preference**
- d. Presentation from HID Global; Websense; Athenahealth**

7. ADJOURN

Chair Lowenberg adjourned the meeting at 7:32 p.m. without objection.