



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

**Regular Meeting
Tuesday, February 3, 2015**

The MBE/WBE and Small Business Enterprise Procurement Program Advisory Committee convened in a regular meeting on Tuesday, February 3, 2015 at 301 W. 2nd Street, Boards & Commissions Room 1101, in Austin, Texas.

Chair Barbra Boeta called the Board Meeting to order at 5:45 p.m.

Board Members in Attendance:

Barbra Boeta, Anne Harutunian, Regina Adams, Schiller Liao, Sheri Marshall, Thomas Walker

1. APPROVAL OF MINUTES

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

2. CITIZEN COMMUNICATION: GENERAL

Carol Hadnot, Austin Area Black Contractors Association

Ms. Hadnot raised concerns regarding the Commodity Code Crosswalk Initiative.

Juan Oyervides, US Hispanic Contractors Association de Tejas

Mr. Oyervides spoke regarding changes made to the Council Committee structure by City Council and requested the Committee discuss the process for making recommendations to Council.

The item was not posted on the agenda therefore the Committee could not take this item up for discussion.

3. STAFF BRIEFINGS

- a.** Update from staff on the Commodity Crosswalk Initiative regarding commodity code classifications for City construction projects

Staff was unavailable to provide an update; this item was postponed for the March meeting.

- b.** Update from staff regarding parameters of requirements on local preference in government procurement

Rosie Truelove, Contract Management Department Director, and Mark Walsh, Purchasing Office Programmer Analyst Senior, reviewed the City's procurement processes with a presentation to the Committee.

The Committee requested additional information on local preference including a review of the City of Houston's program.

c. Discussion on City Solicitations and Goal Determination Process

Veronica Briseño Lara, SMBR Director provided an update on actions taken to-date. The Committee requested Ms. Lara continue discussions with the NERA, the firm hired to commission the City's Disparity Study.

Aletta Banks, Asian Contractors Association, provided a presentation regarding City solicitations and raised concerns regarding discrepancies in commodity codes and scopes of work.

d. 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, presented the Request for Change and Third Party Agreement reports. There were no Council Awards to report for January.

4. FUTURE AGENDA ITEMS

- a.** Discussion on Agenda Setting
- b.** Local Business Presence and Third Party Projects
- c.** All Staff Briefings
- d.** Websense Presentation
- e.** Athenahealth Presentation
- f.** Presentation from Trammel Crowe at April meeting

5. ADJOURN

Chair Boeta adjourned the meeting at 7:26 p.m. without objection.