



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

**Regular Meeting  
Tuesday, November 3, 2015**

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

Chair Eliza May called the Board Meeting to order at 5:37 p.m.

**Board Members in Attendance:**

Eliza May, Marjorie Burciaga, Caroline Espinosa, Jerry Jackson, Schiller Liao, Mark Madrid, Regina McKinnie, Reginald Worlds

**1. APPROVAL OF MINUTES**

The minutes for the regular meeting of Tuesday, October 6, 2015 were approved with amendments on Committee Member Espinosa's motion, seconded by Member Jackson, on an 8-0 vote.

**2. CITIZEN COMMUNICATION: GENERAL**

**Carol Hadnot, Austin Area Black Contractors Association – *topic unavailable due to recording issues***

**3. NEW BUSINESS**

**a. Adoption of 2016 Meeting Schedule**

The 2016 meeting schedule was approved for adoption on Committee Member Burciaga's motion, seconded by Committee Member Madrid, on an 8-0 vote.

**b. Update on presentation to Economic Opportunity Council Committee**

There was no update on a presentation to the Economic Opportunity Council Committee as the Council Committee did not have an associated item on their agenda. The Committee decided to use the additional time to work on, and finalize, their recommendation from the discussion at the October 6, 2015 Committee Meeting.

**4. OLD BUSINESS**

**a. Briefing on Local Preference in Local Government Procurement**

**b. Rosie Truelove, Capital Contracting Officer, and Mark Walsh Purchasing Office Programmer Analyst, provided the Committee with an overview on the procurement processes for each office and responded to questions from the Committee. The Committee**

decided to bring this item back for the December meeting as it was not posted for discussion and possible action, however they did ask for follow-up information at the next briefing regarding research on tax implications for policy changes, research on San Antonio, Dallas and Houston local procurement programs, research on service issues and, if possible or applicable, funding sources on contracts.

**5. STAFF BRIEFINGS**

- a.** Monthly report and update from SMBR regarding the **1)** Request for Change (RFC); **2)** Council Awards; and **3)** Third Party Project reports.  
Veronica Briseño Lara, SMBR Director, walked the Committee through the reports and responded to questions from the Committee.
  
- b.** Disparity Study update  
Veronica Briseño Lara, SMBR Director, provided the Committee with an update on the Disparity Study and indicated the updates will be provided as a monthly staff briefing item.

**6. ADJOURN**

Chair Eliza May adjourned the meeting at 8:37 p.m. without objection.