



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

The MBE/WBE and Small Business Enterprise Procurement Program Advisory Committee convened at 5:35 p.m. in a regular meeting on Tuesday, May 7, 2019 at 301 W. 2nd Street, in the Boards & Commissions Room, in Austin Texas.

Board Members in Attendance:

Eliza May, Reginald Worlds, Barbra Boeta, Schiller Liao, Lena Banks, Usha Boddapu, and Denise Hernandez

1. APPROVAL OF MINUTES

The minutes for the regular meeting of April 2, 2019 were considered for approval. The minutes were approved on a motion by Committee Member Schiller Liao and seconded by Committee Member Denise Hernandez. Minutes approved on a **7-0** vote.

2. CITIZEN COMMUNICATION: GENERAL

- a. Jose Vera representing Masonry Plus, a minority contractor, requested that this advisory committee make a request for the City Manager to explain the mission of the Economic Development and Small & Minority Business Resources departments and provide clarity on issues related to the lack of contracting opportunities on the Mueller project.
- b. Gilbert Jimenez, the owner of a certified minority construction firm that completed masonry/concrete work on the Mueller project, requested the committee's help with resolving a conflict between his company and the prime contractor on the Mueller project that has resulted in financial distress for his company.

Action: the committee requested that a Special Called meeting take place prior to the next scheduled meeting to review Mr. Jimenez's concerns.

3. NEW BUSINESS

- a. Neal Falgoust, Assistant City Attorney, gave a presentation on Public Information Requests and Open Meeting requirements. Discussion. No action.
- b. Jennifer Williams, Planning and Development Supervisor for the Austin-Bergstrom International Airport (ABIA), gave a presentation on the 2040 ABIA Plan and upcoming projects. Discussion. No action.

4. Old Business

- a. Tamela Saldaña, SMBR Compliance Officer, provided a tentative timeline for the disparity study process. Discussion. No action.
- b. Cloteal Davis Haynes, Corridor Program Consultant, and Edward Campos, SMBR Acting Director, provided an update on the MBE/WBE Outreach Plan in support of the Corridor Mobility Bond Program.

Discussion: Committee Member Usha Boddapu suggested that the Purchasing department send

e-mails to all bidders explaining who won the bid and at what contract amount. Edward Campos, SMBR Acting Director, said that he will present her suggestion to the Purchasing staff during the next scheduled meeting.

Committee Member Usha Boddapu suggested creating a webinar that would train vendors on how to choose and update their commodity codes in the City of Austin Vendor Registration software.

ADJOURN

Chair Eliza May moved to adjourn the meeting. Motion to adjourn was approved by Committee Member Barbra Boeta and seconded by Committee Member Schiller Liao.

Meeting adjourned at 7:40 p.m.