



**MBE/WBE and Small Business Advisory Committee
Minutes**

**Regular Meeting
Tuesday August 3, 2010**

The MBE/WBE and Small Business Advisory Committee convened in a regular meeting on Tuesday, August 3, 2010 at 301 W. 2nd Street Room 1029 in Austin, Texas.

Chair Adrian Neely called the Board Meeting to order at 5:40 p.m.

Board Members in Attendance:

Adrian Neely, Ed Lowenberg, Anne Harutunian, Deirdre Moss, Brian Walters, Andrew Ramirez

1. APPROVAL OF MINUTES

Minutes from the July 6, 2010 regular meeting were approved on a 5-0-1 vote on a motion by Mr. Walters, seconded by Ms. Moss with Mr. Lowenberg abstaining.

2. CITIZEN COMMUNICATION

Carol Hadnot, Austin Area Black Contractors Association thanked DPR for providing training to her association and expressed concerns regarding the Waller Creek Tunnel project and the Austin Energy Weatherization program.

Mr. Ramirez made a motion to hold a special called meeting regarding the weatherization project that was seconded by Ms. Moss.

The committee requested that Austin Energy staff be present at the special called meeting.

3. PUBLIC HEARING

Public Hearing regarding the proposed MBE/WBE Procurement Program Ordinance amendments.

Veronica Briseño Lara, Director – SMBR reviewed an overview of the proposed changes and will return to the committee next month with a redline version.

Colette Holt, Colette Holt & Associates, said that most of the suggestions made are simply codifying what was already in practice rather than making any significant changes.

Lino Mendiola, Andrews & Kurth, LLC, explained that goals are set based on all certified firms not just those in the SLBP.

CITIZEN COMMUNICATION

Carol Hadnot, Austin Area Black Contractors Association, expressed concerns regarding contacting MBE/WBEs outside Significant Local Business Presence (SLBP) as a Good Faith Effort requirement.

Laura Cullen, Austin Lumber Company and a member of the National Association of Women in Construction, would like to see more substance in the ordinance and suggested the formation of a task force.

Alayne Johnson, Austin Area Black Contractors Association, is not in support of going outside SLBP and requested the phrase “seeking guidance from SMBR” in ordinance be defined.

4. NEW BUSINESS

For discussion and possible action on recommendations to City Council (2-1-163(B))

a. Overview on the appeal process for compliance of the MBE/WBE Procurement Program. (HANDOUT)

Byron Johnson, Purchasing Officer - Purchasing Office and Mike Trimble, Director – Contract and Land Management explained the appeals process and the roles of both departments

CITIZEN COMMUNICATION

Carol Hadnot, Austin Area Black Contractors Association, concerned with the hearing officers understanding of the MBE/WBE program and the general contractors’ adherence to it .

b. Approve the revised bylaws relating to officer terms as directed by City Council

Veronica Briseño Lara, director - SMBR explained the changes approved by the City Council. Mr. Ramirez made a motion to approve the revised bylaws and seconded by Mr. Neely. The motion passed on a 6-0 vote.

c. Discussion and possible action on the election of officers for the MBE/WBE and Small Business Advisory Committee.

Mr. Lowenberg nominated Mr. Neely as chair, Mr. Ramirez made a motion to elect Mr. Neely by acclimation, and the motion passed on 6-0 vote.

Mr. Neely nominated Mr. Lowenberg as vice chair, seconded by Mr. Walters, the motion passed on a 6-0 vote.

Ms. Boeta was nominated by Mr. Neely as secretary, seconded by Mr. Ramirez, the motion passed on a 6-0 vote.

5. OLD BUSINESS

For discussion and possible action on recommendations to City Council (2-1-163(B))

a. Update on the Waller Creek Tunnel Project (Update from Public Works Department)

Ms. Harutunian recused herself from discussion on this item due to a contract in which the company she works for will receive income of \$5,000 or greater in professional fees this year. She was in the audience for the discussion and did not return to the dais.

Ms. Lara explained that she sent a follow-up memo regarding this item from the July meeting and provided additional documentation regarding minority participation on this project.

Mr. Mendiola explained that the information provided in the memo is complete and accurate.

CITIZEN COMMUNICATION

Carol Hadnot, Austin Area Black Contractors Association – said the firms doing outreach are not certified to do outreach.

Alayne Johnson, Austin Area Black Contractors Association – said CAS performed the small and minority business outreach work, though they were added to do only engineering work on this project.

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Ms. Lara said she would review the goal calculations on this project to determine if the goals would have been met without counting CAS Consulting's work.

6. STAFF REPORTS

Monthly report for the Small & Minority Business Resources (SMBR) Department on request for changes and council awards.

Veronica Briseño Lara, Director – SMBR presented the committee with the reports.

7. AGENDA ITEMS

- Weatherization Program
- Redline Version of Ordinance Changes with Ms. Holt present

8. ADJOURNMENT

The meeting was adjourned at 8:00 p.m. on a motion by Mr. Lowenberg.