



MBE/WBE and Small Business Council Subcommittee  
MINUTES

Regular Meeting  
Tuesday, April 13, 2010

The MBE/WBE and Small Business Council Subcommittee convened in a regularly scheduled meeting on Tuesday, April 13, 2010 in Room #1101 at City Hall, 301 W. 2<sup>nd</sup> Street in Austin, Texas.

Committee Members in attendance:

Mayor Pro Tem Mike Martinez, Council Member Sheryl Cole, Council Member Randi Shade

**1. CALL TO ORDER**

Mayor Pro Tem Martinez called the meeting to order at 3:05 p.m.

**2. APPROVAL OF MINUTES**

The March 9, 2010 regular meeting minutes were approved on a 3-0 vote by a motion from Council Member Shade, seconded by Mayor Pro Tem Martinez.

**3. CITIZEN COMMUNICATION: GENERAL**

**The first 10 speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.**

Roel Zambrano, Titus Industrial Group – said that the General Contractor Harvey Cleary has demanded that Titus Industrial Group assist them with requesting and unwarranted change order for \$18,500 or they will replace them on the Austin Energy 2500 Ton Chiller Replacement project. Mr. Zambrano said that a complaint has been filed with SMBR.

Veronica Briseño Lara, Director - SMBR said that a second meeting will be set up between the prime Harvey Cleary and Titus Industrial Group.

**4. MBE/WBE ADVISORY COMMITTEE REPORT**

**a. Monthly report from the Minority-Owned and Women-Owned Business Enterprise (MBE/WBE) and Small Business Advisory Committee regarding its activities and minority-owned and women-owned business enterprises issues.**

Adrian Neely, Chair of the MBE/WBE and Small Business Advisory Committee said that the last meeting was not held due to a lack of quorum.

**5. NEW BUSINESS**

**Update Contract and Land Management Department (CLM) regarding the Job Order Contracting Program.**

Rosie Truelove, Division Manager Contract Procurement Division - gave an overview of the Job Order Contracting solicitation.

The subcommittee requested that CLM bring the staff recommendation on the Job Order Contract back to the subcommittee in June for discussion and/or action before going to the full Council.

**6. STAFF BRIEFINGS**

**a. Update on improvements at the Small and Minority Business Resources (SMBR) Department regarding programs, processes, technology, organizational changes and related items. (HAND-OUT)**

Veronica Briseño Lara, Acting Director, SMBR updated the committee on the request for change and council awards reports.

The subcommittee requested that the request for change report be on a larger paper next time.

Mayor Pro Tem Martinez congratulated Ms. Briseño Lara on her new position as Director of SMBR.

**7. ADJOURNMENT** - The meeting was adjourned by Mayor Pro Tem Martinez at 3:33 p.m.