



Approved 2/7/2012

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

**Special Called Meeting
Tuesday, January 24, 2012**

The MBE/WBE and Small Business Advisory Committee convened in a regular meeting on Tuesday, January 24, 2012 at 301 W. 2nd Street Room 1101 in Austin, Texas.

1. CALL TO ORDER

Chair, Ed Lowenberg called the Board Meeting to order at 3:06 p.m.

Board Members in attendance were Ed Lowenberg, Barbra Boeta, Anne Harutunian, Regina Adams and Schiller Liao.

2. CITIZEN COMMUNICATION

Mr. Paul Saldana, US Hispanic Contractors Association (USHCA) provided the Committee the Community Scorecard on the City of Austin MBE/WBE Participation dated Dec 13, 2005 handout regarding the minority participation on contracts awarded for the Committee's consideration.

Mr. Lowenberg asked Committee to dispense with citizen communication sign-ups so they may speak freely during the meeting. The Committee agreed.

3. NEW BUSINESS

Item 3a. Open discussions regarding the MBE/WBE & Small Business Advisory Committee's 2011 Annual Internal Review and the 2012 Work Session.

Mr. Lowenberg made an opening statement that the purpose of the meeting is to review 2011 achievements and develop a 2012 work plan to continue to improve utilization of MBE/WBE firms.

Ms. Veronica Lara, Director, Small & Minority Business Resources (SMBR) introduced Ms. Deanna Brown, SMBR as the meeting facilitator.

Ms. Brown went over the 2011 Committee activities and accomplishments submitted by SMBR prior to the meeting and made adjustments accordingly.

A list of accomplishments and goals were developed by the Committee. Please see the attached list.

Citizen Communication is summarized below:

Ms. Hadnot, Austin Area Black Contractors Association (ABCA) suggested monitoring rule revisions and habitual changes that result in lower MBE/WBE participation; compliance plans and reporting. She also suggested monitoring the Good Faith Effort process to strengthen utilization of subcontractors and the certified firm's graduation process.

Mr. Paul Saldana, US Hispanic Contractors Association (USHCA) suggested the Committee have legal review the conflict of interest clause in regards to outreach coordinator dual roles on projects and prime contractors acting as subcontractors for other primes on the same project. He also suggested the Committee monitor state legislation that could affect the program.

The Committee added items suggested by Ms. Hadnot and Mr. Saldana to the 2012 Work plan.

Mr. Lowenberg requested staff to provide an update on the Bonding program; provide a schedule of the Electric Utilities Commission (EUC), Water & Wastewater Commission and Resource Management Commission; and information on the Disparity Study process.

The Committee requested SMBR to add develop recommendations or requirements for the next disparity study and finalize the Annual Review and 2012 Work plan as agenda items to the February 7th meeting.

4. ADJOURNMENT

The meeting was adjourned at 5:15p.m.on a motion by Ms. Boeta and seconded by Ms. Harutunian.