



Approved 3/6/2012

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

**Special Called Meeting
Thursday, February 23, 2012**

The MBE/WBE and Small Business Advisory Committee convened in a regular meeting on Thursday, February 23, 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 5:37p.m.

Board Members in attendance were Ed Lowenberg, Barbra Boeta, Brian Walters, Andy Ramirez and Schiller Liao.

2. CITIZEN COMMUNICATION

There were no citizen's signed up for citizen communications.

3. NEW BUSINESS

Open discussion regarding the process review and development of potential recommendations for the upcoming disparity study solicitation.

Ms. Veronica Lara, Director, Small & Minority Business Resources introduced Byron Johnson, Purchasing Officer, Financial Services.

Mr. Byron Johnson briefed the Committee on the conflict of interest as it relates to their participation in the disparity study solicitation.

Ms. Sabine Romero, Senior Attorney, Law gave legal perspective regarding how detailed discussions regarding the solicitation can be made.

Ms. Lara briefed the Committee on the 2013 disparity study scopes of service presentation. She also discussed the solicitation timeline and budget.

The Committee requested the disparity study solicitation be added to the March and April agenda for public input. Also requested SMBR advertise to all minority associations and certified firms via newspapers, websites, press releases and social media.

Citizen Communication is summarized below:

Ms. Carol Hadnot, Austin Area Black Contractors Association (ABCA) requested advertisements to minority associations and certified firms and proposed a featured article in the Austin American Statesman regarding the disparity study solicitation.

4. ADJOURNMENT

The meeting was adjourned at 6:41p.m. on a motion by Mr. Ramirez and seconded by Mr. Walters.