



Approved 4.2.2013

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

**Regular Meeting
Tuesday, March 5, 2013**

The MBE/WBE and Small Business Advisory Committee convened in a regular meeting on Tuesday, March 5, 2013 at 301 W. 2nd Street, Boards & Commissions Room 1101 in Austin, Texas.

CALL TO ORDER

Acting Chair, Ms. Barbra Boeta called the Board Meeting to order at 5:33p.m.

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

1. APPROVAL OF MINUTES

The Committee postponed approval of the February 5, 2013 regular meeting with corrections and March 5, 2013 regular meeting until next month.

2. CITIZEN COMMUNICATION

Ms. Carol Hadnot, Austin Area Black Contractors Association (ABCA) expressed concerns regarding updating vendor profile registration and making it user friendly; reviewing possible duplication of profile application and request for taxpayers form (W9); and providing a link on SMBR's website.

Mr. Paul Saldana, US Hispanic Contractors Association (USHCA) asked the Committee to support a petition against Austin Energy's (AE) request for council approval on a fourth contract with Stanley Consultants; who are not currently meeting participation goals and recently issued a violation. (Provided handouts) He also expressed concerns regarding AE's project managers reporting experience on existing contracts and inconsistencies with contract management between City Departments.

3. OLD BUSINESS

a. Discussions with Economic Growth & Redevelopment Services Office (EGRSO) staff regarding mandatory wage floor on construction projects related to Third Party Agreements.

Ms. Rosy Jalifi, Assistant Director and Mr. Ben Ramirez, Project Manager, EGRSO presented to the Committee a PowerPoint presentation for the Council initiative and EGRSO to facility the meetings for the Council Subcommittees and provide research support. There were discussions regarding the minimum prevailing wage and mitigate possible impact of unintended consequences.

The Committee requested staff to provide a draft resolution for additional information and asked EGRSO to hold a stakeholder meeting to receive community feedback.

Citizen Communication

Mr. Paul Saldana expressed concerns regarding wage floor policy creating unintended consequences and asked that there are further discussions and concerns be mitigated.

b. Discussions with Contract Management Department regarding the evaluation selection process.

Ms. Anne Harutunian recused herself from this discussion and left the dais.

Mr. Rolando Fernandez, Assistant Director, Contract Management Department presented to the Committee the evaluation selection process. There were discussions regarding the evaluation selection process specifically regarding the evaluation panel selection.

The Committee requested CMD revisit decision to have SMBR representative be considered as voting member on evaluation panels.

Citizen Communication

Ms. Carol Hadnot, ABCA expressed concerns that SMBR representatives do not have a vote on evaluation panels.

Ms. Anne Harutunian rejoined the dais after this discussion ended.

- c. **Discussion and possible action regarding commercial useful function, pass-throughs and other related topics in the MBE/WBE Procurement Ordinance and Program Rules.**

The Committee requested that this item be postponed until next month.

4. NEW BUSINESS

- a. **Discussion and possible action regarding the MBE/WBE & Small Business Advisory Committee's 2012 Annual Internal Review and 2013 Work Plan.**

Ms. Veronica Lara, Director, SMBR presented the Committee with a draft version of their 2012 Annual Internal Review and 2013 Work Plan.

The Committee reviewed the 2012 Annual Internal Review and 2013 Work Plan and approved with outlined changes with a unanimous vote.

- b. **Discussions regarding Super Prompt Pay program.**

Ms. Veronica Lara, Director, SMBR provided the Committee a copy of a pamphlet on the pilot program and its results to date.

The Committee requested that staff provide a copy to Ms. Aly Knox to honor his request.

4. STAFF REPORTS

Item 4a. Monthly report and update from Small & Minority Business Resources Department (SMBR) regarding the Small Business Construction Program (SBCP).

Ms. Lara briefed the Committee that there were no changes since the previous report.

Item 4b. Monthly report and update from Small & Minority Business Resources Department (SMBR) regarding Request for Change.

Ms. Debra Dibble, Assistant Director, SMBR briefed the Committee on the RFC report. Committee requested clarifications on specific items to be sent via email.

Item 4c. Monthly report and update from Small & Minority Business Resources Department (SMBR) regarding Council Awards.

Ms. Debra Dibble, Assistant Director, briefed the Committee on the Council Award report.

5. AGENDA ITEMS

- CMD's evaluation process on rotation list projects.
- EGRSO to discuss the wage floor on Third Party Projects.

- Discussion regarding Rules Changes regarding pass-throughs and commercially useful function.

6. ADJOURNMENT

The meeting was adjourned at 8:48 p.m. on a motion by Ms. Boeta, Acting Chair.