



Approved 7.2.13

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

**Regular Meeting  
Tuesday, June 4, 2013**

**The MBE/WBE and Small Business Advisory Committee convened in a regular meeting on Tuesday, June 4, 2013 at 301 W. 2<sup>nd</sup> Street, Boards & Commissions Room 1101 in Austin, Texas.**

**CALL TO ORDER**

Chair Mr. Ed Lowenberg called the Board Meeting to order at 5:40 p.m.

Board Members in attendance were Chair Ed Lowenberg, Barbra Boeta, Anne Harutunian, Sheri Marshall and Schiller Liao.

**1. APPROVAL OF MINUTES**

The Committee approved the May 7, 2013 regular meetings on a motion by Ms. Boeta and seconded by Ms. Marshall. Motion passed 5-0.

**2. CITIZEN COMMUNICATION**

There were no citizen's communications.

**3. OLD BUSINESS**

**Item 3a. Update from Public Works Department staff regarding the Commodity Code Crosswalk project.**

Ms. Robin Camp, Public Works, Mr. Darrell Pierce, Snap Management and Mr. Matt Walker, Periscope briefed the Committee on the Commodity Code Crosswalk process and next steps.

The Committee requested an update on testing results after crosswalk completion. In addition the Committee requested a schedule for stakeholder meetings be provided prior to project roll out.

**Item 3b. Update from Economic Growth & Redevelopment Services Office staff regarding outreach efforts on mandatory wage floor on construction projects related to Third Party Agreements.**

EGRSO staff was not present so Ms. Veronica Lara, Director, Small & Minority Business Resources Department fielded questions from the Committee.

The Committee discussed moving forward with the resolution to Council based on stakeholder consensus at EGRSO sponsored meeting.

**Item 3c. Reconsideration of a draft resolution regarding mandatory wage floor on construction projects related to Third Party Agreements.**

After brief discussions, the Committee passed a motion to provide the resolution to Council their position on mandatory wage floor on Chapter 380 Agreements. The motion was made by Mr. Lowenberg to accept the draft resolution provided by staff with changes to the third paragraph that would include language from the May 7, 2013 EGRSO memorandum. Motion was seconded by Ms. Harutunian and passed 5-0.

**Item 3d. Update from the Weatherization Committee regarding the Home Energy Assistance Project solicitation.**

Ms. Anne Harutunian briefed the Committee on the Weatherization Committee's recommendations in support of the HEAP Weatherization solicitation; a. the Committee recommends that for non-owner occupied homes/rental properties for the poor (below 200% of poverty income level) a rent freeze or agreement from the owner is implemented to avoid rent increases for a specified period of time and b. the Committee recommends that every effort is made to the extent possible to award contracts to local entity to ensure trained contractors are bidding the experience to be beyond City and elsewhere in all aspects but specifically related to inspections.

**4. STAFF REPORTS**

**Item 4a. Monthly report and update from SMBR regarding the Small Business Construction Program (SBCP), Request for Changes and Council Awards.**

Ms. Debra Dibble, Assistant Director, SMBR briefed the Committee on the SBCP, RFC and Council Awards reports.

**5. AGENDA ITEMS**

- Updates from Economic Growth & Redevelopment Services Office staff regarding recommendations to Council on mandatory wage floor on construction projects related to Third Party Agreements.
- Reports from the Third Party Agreement firms on current projects.

**6. ADJOURNMENT**

The meeting was adjourned at 7:10 p.m. on a motion by Chair, Mr. Lowenberg.