



Approved 8.6.13

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

**Regular Meeting
Tuesday, July 2, 2013**

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

CALL TO ORDER

Chair Mr. Ed Lowenberg called the Board Meeting to order at 5:35 p.m.

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

1. APPROVAL OF MINUTES

The Committee approved the June 4, 2013 regular meeting minutes by a 4-0 vote on a motion from Mr. Lao, seconded by Ms. Marshall.

2. CITIZEN COMMUNICATION

Paul Saldana – US Hispanic Contractors Association and the Minority Trade Alliance discussed an issue regarding payments to subcontractors from the City of Austin. There has been a steady increase in the number of complaints and subcontractors expressing concern about payments on City projects. He said that the issue was discussed at the monthly meeting held between the Small & Minority Business Resources Department (SMBR) and the Minority Trade Alliance and that he will flow chart and bring specific examples to SMBR, Contract Management department, and Purchasing. He also said he will keep the committee up to date as the discussion continues.

3. NEW BUSINESS

Item 3a. Presentation from Visa Inc. regarding Compliance with the City’s Third Party Resolution (Resolution No. 20120112-058) and Chapter 380 economic development agreement with the City

This item was postponed to the August meeting as no one from Visa Inc. was present.

Item 3b. Briefing on the Small & Minority Business Resources Department’s Third Party Guidebook revisions

Ms. Veronica Lara, Director, SMBR briefed the committee on the guidebook revisions.

Ms. Lara will send a copy of all documents given to all third parties interested conducting business with the City to The Committee for their review and further discussions at later meetings.

CITIZEN COMMUNICATION

Paul Saldana – US Hispanic Contractors Association and the Minority Trade Alliance suggested that the discussion regarding good faith efforts in the guidebook be clarified. He also said that the discussion regarding contacts with the trade associations should be clarified because the associations are to serve as a resource, but not to actually do the good faith efforts for them. He also suggested that all appendices regarding the details of participation and project completion should be included in the third party agreement report to ensure transparency.

Carol Hadnot – Austin Area Black Contractors Association and the Minority Trade Alliance thanked Staff for meeting and discussing third party agreements for the past few months. She said she would like more detail as to which firms are actually participating on these projects. She also suggested having one person monitor and review third party projects so that they are all monitored the same way. She suggested also suggested that the good faith effort requirements be changed to just two. Ms. Hadnot also requested adding a column to the third party agreements report to show how many jobs were created in the Austin Area.

The committee requested a detailed report for at least one month, which includes all information and all documentation from each firm participating on all projects. They also requested a column on the report that shows the dollar value of incentives received by the consultant/developers on the third party projects.

4. OLD BUSINESS

Item 4a. Update from Economic Growth & Redevelopment Services Office (EGRSO) staff regarding Council recommendations on mandatory wage floor on construction projects related to Third Party Agreements

Ben Ramirez, Acting Economic Development Manager, EGRSO said that staff will provide a report to Council from all recommendations made at stakeholder meetings in the near future and once it has been presented to Council, EGRSO will share with SMBR

Item 4b. Update from the Weatherization Committee regarding the Home Energy Assistance Project solicitation

Ms. Boeta updated the committee on the last meeting which included a report from Austin Energy on the rebate program.

5. STAFF REPORTS

Item 5a. Monthly report and update from SMBR regarding the Small Business Construction Program (SBCP), Request for Changes, Council Awards and Third Party Agreement reports.

Ms. Lara briefed the committee on the reports

6. AGENDA ITEMS

- Third Party Agreement updates from Visa, HID, and National Instruments
- Update on the SMBR proposed budget
- Discussion regarding Third Party Guidebook Revisions
- EGRSO wage floor resolution discussion

7. ADJOURNMENT

The meeting was adjourned at 5:55 p.m. on a motion by Chair, Mr. Lowenberg