



**MBE/WBE and Small Business Enterprise
Procurement Program Advisory Committee Meeting Minutes**

**Regular Meeting
Tuesday, February 4, 2014**

The MBE/WBE and Small Business Enterprise Procurement Program Advisory Committee convened in a regular meeting on Tuesday, February 4, 2014 at 301 W. 2nd Street, Boards & Commissions Room 1101, in Austin, Texas.

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

Board Members in Attendance:

Ed Lowenberg, Anne Harutunian, Barbra Boeta, Channy Soeur, Regina Adams, Schiller Liao, Sheri Marshall

1. APPROVAL OF MINUTES

The minutes for the regular meeting of January 7, 2014 were approved on Committee Member Schiller Liao's motion, seconded by Committee Member Barbra Boeta, on a 5-0 vote.

2. CITIZEN COMMUNICATION: GENERAL

There were no speakers signed for Citizen Communication

3. NEW BUSINESS

a. Monthly Update from the Weatherization Committee

Committee Member Barbra Boeta provided the Committee with an update.

b. Presentation from staff regarding parameters of requirements on local preference in government procurement

Cindy Crosby, Assistant City Attorney, provided the Committee with information regarding parameters of requirements on local preference in government procurement and responded to questions from the Committee.

4. OLD BUSINESS

a. Presentation from staff on Council discussion and status on potential financial and payment assistance options for small businesses and minority- and women-owned businesses (MBE/WBEs) in accordance with Council Resolution No. 20131024-055

Veronica Lara, SMBR Director, presented the Committee with the same presentation provided to City Council at the January 30, 2013 City Council meeting and responded to questions from the Committee.

5. STAFF BRIEFINGS

a. Monthly report and update from SMBR regarding the Small Business Construction Program (SBCP), Request for Change (RFC) and Council Awards reports.
Veronica Lara, SMBR Director, provided an update on the SBCP, RFC, and Council Awards reports.

b. Monthly report and update from SMBR regarding Third Party Agreement report.
Veronica Lara, SMBR Director, provided an update on the Third Party report.

6. AGENDA ITEMS

- a.** Update on potential financial and payment assistance options for small businesses and minority- and women-owned businesses (MBE/WBEs) in accordance with Council Resolution No. 20131024-055
- b.** Update from staff regarding parameters of requirements on local preference in government procurement (request information prior to meeting)
- c.** Monthly Update from the Weatherization Committee
- d.** Presentation from Trammel Crow, Green Water Treatment Plant

7. ADJOURN

Chair Ed Lowenberg adjourned the meeting at 7:11 p.m. without objection.