



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

Regular Meeting
Tuesday, January 5, 2016

The MBE/WBE and Small Business Enterprise Procurement Program Advisory Committee convened in a regular meeting on Tuesday, January 5, 2016 at 301 W. 2nd Street, Boards & Commission Room 1101, in Austin, Texas.

Chair Eliza May called the Board Meeting to order at 5:35 p.m.

Board Members in Attendance:

Eliza May, Regina Adams, Barbra Boeta, Schiller Liao, Mark Madrid, Reginald Worlds

1. APPROVAL OF MINUTES

The minutes for the regular meeting of December 1, 2015 were approved on Committee Member Schiller Liao's motion, seconded by Committee Member Reginald Worlds, on a 6-0 vote.

2. CITIZEN COMMUNICATION: GENERAL

Carol Hadnot, Austin Area Black Contractors Association – processes for financial and payment assistance programs

Juan Oyervides, US Hispanic Contractors Association – request additional information for meeting minutes

3. NEW BUSINESS

a. Presentation from Economic Development Department regarding Third Party Projects to include job creation information

Presentation from staff; request was made of staff to survey firms to determine if job creation information is available.

b. Presentation from 3rd & West (*The Independent*) regarding compliance with the City's Third Party Resolution (Resolution No. 20120112-058) and terms of their agreement with the City

c. Discussion on developing a committee retreat to be held January or February 2016

Committee heard from developer's representatives, Haynes-Eaglin-Waters, LLC. No action taken.

4. OLD BUSINESS

a. Briefing on Local Preference in Local Government Procurement

Presentation from staff was made; request was made of staff to invite City of Austin Law Department to provide a local preference presentation at next meeting.

- b.** Update on Economic Opportunity Council Committee agenda item and communication with City Council
Update from committee members; no action taken.

- 1.** Update from Purchasing Office on development of purchasing processes
Request was made of staff to meet with service provider representatives and provide an update on which recommendations may be included in processes.

- c.** Discussion on Technology Needs and Functions for MBE/WBE program and Certified Vendor Data profile information update from staff
Request was made of staff to pull a random sample on available data for prime contractor MBE/WBE history and/or provide an update on data availability at next meeting.

5. STAFF BRIEFINGS

- a.** Monthly report and update from SMBR regarding the 1) Council Awards; 2) Third Party Project; and 3) Request for Change (RFC) reports
Update provided; no action taken.
- b.** Disparity Study update
Update provided; no action taken.

6. AGENDA ITEMS

- a.** Amended minutes and process
- b.** Disparity Study Presentation
- c.** Trammell Crow presentation
- d.** Discussion on broadcasting committee meetings
- e.** Invitation to Greater Austin Chamber of Commerce to present on Opportunity Austin
- f.** Law Department Local Preference Presentation
- g.** Public Works and Purchasing Office Commodity Crosswalk funding discussion
- h.** Financial and Payment Assistance Procedures Update
- i.** Monthly Reports

7. ADJOURN

Chair May adjourned the meeting at 9:14 p.m. without objection.