



**REGULAR MEETING of the  
MBE/WBE and Small Business Enterprise Procurement Program Advisory Committee  
Tuesday, February 7, 2023 at 5:30 p.m.  
City of Austin Permit and Development Center  
6310 Wilhelmina Delco Drive - Room 1215  
Austin, Texas 78752**

*Some members of this MBE/WBE Advisory Committee may be participating by videoconference.*

**PUBLIC PARTICIPATION GUIDELINES**

The public will be allowed to speak at the Advisory Committee meeting remotely by phone or in-person at the address listed above. To participate remotely, speakers must register in advance with the board liaison before the registration deadline.

**Public Communication: General**

The first 10 speakers will be allowed to speak on any topic that is not posted on the agenda. The Committee Chair will call upon speakers at the beginning of the meeting. A person may not speak at general communication more often than once out of every three regularly scheduled committee meetings.

**Public Comment on Agenda Items**

Members of the public may speak on any item posted to the agenda. Speakers will be called upon when this agenda item is taken up by the Committee Chair.

**How to Register to Speak Remotely**

All speakers are required to register for remote participation. Registered speakers will be allowed 3 minutes to speak by telephone only. **The deadline to register is at 12:00pm on the day before the meeting.**

To register to speak, email the board liaison, Nakia James at [nakia.james@austintexas.gov](mailto:nakia.james@austintexas.gov) before the deadline. Once registration closes, the board liaison will send all speakers an email to confirm registration, provide instructions on speaking at the meeting, and the number to call in on the day of the meeting.

**How to Sign-Up to Speak In-Person**

Speakers that would like to address the committee in person will be allowed to sign up until **15 minutes before the start of the meeting**. Speakers will be allowed 3 minutes to speak.

*The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days (48 hours) before the meeting date. Please contact Nakia James at (512) 974-9108 or [nakia.james@austintexas.gov](mailto:nakia.james@austintexas.gov) for additional information; TTY users route through Relay Texas at 711. For more information on the MBE/WBE and Small Business Procurement Program Advisory Committee, contact Nakia James at (512) 974-9108 or [nakia.james@austintexas.gov](mailto:nakia.james@austintexas.gov).*

## CURRENT COMMISSIONERS

*Reginald Worlds, Chair*  
*Erica Douglass*  
*Vacant – District 3*  
*Vacant – District 9*

*Ahmed Moledina, Vice-Chair*  
*Terry Mitchell*  
*Vacant – District 5*  
*Vacant - Mayor*

*Lena Banks*  
*Talan Tyminski*  
*Vacant – District 8*

## AGENDA

### CALL TO ORDER

### PUBLIC COMMUNICATION: GENERAL

The first 10 speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

### APPROVAL OF MINUTES

1. Approve the minutes from the MBE/WBE Advisory Committee Regular Meeting on January 10, 2023. (5 minutes)

### DISCUSSION ITEMS

2. Discussion on updates and directions from the Chair and Vice-Chair on MBE/WBE Program changes or enhancements. (5 minutes)
3. Discussion on the SMBR Director's updates and announcements. (5 minutes)

### DISCUSSION AND ACTION ITEMS

4. Update on the improvements being made to the MBE/WBE Program with discussion and appropriate action. (5 minutes)
5. Discussion and appropriate action regarding refinement of current MBE/WBE reports to include non-construction related efforts. (20 minutes)

### WORKING GROUP UPDATES

6. Discussion on updates on the status outcomes, issues, and discussions from and for the Inclusive Procurement Working Group (IPWG). (30 minutes)

### STAFF BRIEFINGS

7. SMBR Staff will provide a monthly update on the following reports:  
**a)** Council Awards **b)** Third Party Project **c)** Request for Change (RFC) **d)** Certification Roll  
(30 minutes)

### FUTURE AGENDA ITEMS

8. Call for future agenda items from Committee members. (5 minutes)

### ADJOURNMENT

*For more information on the MBE/WBE and Small Business Procurement Program Advisory Committee, contact Nakia James at (512) 974-9108 or [nakia.james@austintexas.gov](mailto:nakia.james@austintexas.gov).*