

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



### **MEETING MINUTES**

***January 10, 2023***

*The MBE/WBE and Small Business Enterprise Procurement Program Advisory Committee convened in a regular meeting on **Tuesday, January 10, 2023**. Members attended both virtually and in-person at the City of Austin Permit and Development Center at 6310 Wilhelmina Delco Drive, Room 1215 in Austin, TX.*

#### **CALL TO ORDER**

Committee Vice-Chair, Ahmed Moledina called meeting to order at 5:40pm.

#### **COMMITTEE MEMBERS IN ATTENDANCE:**

**In-Person:** Ahmed Moledina (Vice-Chair)

**Virtual:** Lena Banks, Barbra Boeta, Erica Douglass, Schiller Liao, Eliza May, Terry Mitchell, Talan Tyminski

**Absent:** Reginald Worlds (Chair)

**Vacant Seats:** Districts 5, 8

#### **PUBLIC COMMUNICATION: GENERAL**

- None

#### **APPROVAL OF MINUTES**

1. Approve the minutes from the MBE/WBE Advisory Committee Regular Meeting on October 4, 2022.
  - The minutes were considered for approval and approved on a motion by Committee Member, Talan Tyminski and seconded by Committee Member, Eliza May. Approved on a 7-0 vote. (Schiller Liao not present at time of vote).

#### **DISCUSSION AND ACTION ITEMS**

2. Discussion and appropriate action regarding an update on the MBE/WBE Outreach Plan in support of the Corridor Mobility Bond Program.
  - Cloteal Haynes (Haynes-Eaglin-Waters LLC), Randy Harvey (Corridor Program Office), and Edward Campos (SMBR Director) gave an overview of the progress of the MBE/WBE Outreach Plan developed to support the construction projects in the Corridors.
3. Update on the Disparity Study with discussion and appropriate action.
  - SMBR Director, Edward Campos gave the update. The disparity study and recommendation were adopted on October 27, 2022. The committee will be receiving additional briefings on revisions to SMBR's MBE/WBE program ordinance at future meetings.

4. Discussion and appropriate action regarding refinement of current MBE/WBE reports to include non-construction related efforts.
  - SMBR Director, Edward Campos recommends discussing this item when a representative from the Purchasing department is present. Purchasing would provide the data for non-construction related items.
5. Discussion and appropriate action regarding term expirations of Committee members.
  - The Mayor appointed seat and seats for districts 5, 8, and possibly 9 will be vacant after February 28, 2023. The Committee Members for districts 1 and possibly 3 will serve until a replacement is found.

#### **DISCUSSION ITEMS**

6. Discussion on updates and directions from the Chair and Vice-Chair on MBE/WBE Program changes or enhancements.
  - None
7. Discussion on the SMBR Director's updates and announcements.
  - None

#### **WORKING GROUP UPDATES**

8. Discussion on updates on the status outcomes, issues, and discussions from and for the Inclusive Procurement Working Group (IPWG).
  - SMBR staff is working on a draft report that will be issued to Council possibly in February. SMBR will make a presentation to the Committee to report the final recommendations.
  - The IPWG has completed all eleven topics that Council requested via the resolution.

#### **STAFF BRIEFINGS**

9. 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
    - SMBR Compliance Officer, Felecia Shaw provided the updates on the Council Awards, Third-Party Project, and the Request for Change reports.
    - SMBR Certification Division Manager, Elton Price provided the update on the Certification Roll report.

#### **FUTURE AGENDA ITEMS**

- Airport expansion project update from Aviation (February)
- Ordinance program revisions (March)
- Progress of Convention Center update from Austin Convention Center (TBD)
- Refinement of current MBE/WBE reports to include non-construction (TBD)

#### **ADJOURNMENT**

Committee Vice-Chair, Ahmed Moledina adjourned meeting at 6:59pm without objection.

***On April 4, 2023, the minutes for this meeting were approved on a motion by Committee Member, Schiller Liao and seconded by Committee Chair, Reginald Worlds on an 6-0 vote.***