

**MBE/WBE and Small Business Enterprise Procurement Program
Advisory Committee Meeting Minutes
Tuesday – September 13, 2022**



The MBE/WBE and Small Business Enterprise Procurement Program Advisory Committee convened in a regular meeting on Tuesday, August 2, 2022.

CALL TO ORDER

Committee Chair, Reginald Worlds called meeting to order at 5:37 pm.

COMMITTEE MEMBERS IN ATTENDANCE:

In-Person: Ahmed Moledina (Vice-Chair)**, Barbra Boeta

Virtual: Reginald Worlds (Chair), Tina Cannon, Daniel Berner, Erica Douglass, Schiller Liao, Eliza May, Talan Tyminski

Absent: Lena Banks, Terry Mitchell

***Ahmed Moledina was the Acting Chair for this meeting*

PUBLIC COMMUNICATION: GENERAL

None

APPROVAL OF MINUTES

1. Approve the minutes of the MBE/WBE Advisory Committee Regular Meeting on July 12, 2022.
 - The minutes were considered for approval and approved on a motion by Committee Member, Eliza May and seconded by Committee Member, Schiller Liao.
Approved on an 8-0 vote. *Daniel Berner abstained, did not attend last meeting.*

DISCUSSION ITEMS

2. Discussion on updates and directions from the Chair and Vice-Chair on MBE/WBE Program changes or enhancements.
 - The vote to table this item to the next meeting was approved on a motion by Committee Member, Tina Cannon motion and seconded by Committee Member, Eliza May. Approved on an 8-1 vote.
3. Discussion on the SMBR Director's updates and announcements.
 - SMBR Compliance Officer/Acting SMBR Director, Felecia Shaw provided the updates.
 - Update on proposed budget which includes four positions.

- Provided overview of the public engagement sessions to date on the disparity study

DISCUSSION AND ACTION ITEMS

4. Discussion and appropriate action regarding the adoption of the City's 2022 Disparity Study and Recommendations.
 - Committee considered tabling this item to the September meeting. Approved on a motion from Committee Member Tina Cannon, and seconded by Committee Member, Eliza May. Approved on a vote of 8-1.

WORKING GROUP UPDATES

5. Discussion on updates on the status outcomes, issues, and discussions from and for the Inclusive Procurement Working Group (IPWG).
 - SMBR Director, Edward Campos provided the update.
 - The IPWG has been meeting for a year and is continuing review of the proposed recommendations by category (certification, resources, payment and policies, communications and transparency, best practices). Discussed 95% of the items in the Council resolution to-date.
 - In the next session, the working group will discuss payment policies and resources (supportive services). The goal is to complete discussions in September.
 - Will discuss with the Advisory Committee in an upcoming meeting which recommendations moved from proposed to actual.
 - Recommendations will go before Council in either October or November.

STAFF BRIEFINGS

6. SMBR Staff will provide a monthly update on the following reports:
1) Council Awards 2) Third Party Project 3) Request for Change (RFC) 4) Certification Roll
 - SMBR Compliance Officer, Felecia Shaw provided the updates on the Council Awards, Third Party Project, and the Request for Change reports.
These reports are posted on the MBE/WBE Advisory Committee website.
 - SMBR Certification Division Manager, Elton Price provided the update on the Certification Roll report.
This report is posted on the MBE/WBE Advisory Committee website.

FUTURE AGENDA ITEMS

- RCA to extend ordinance

ADJOURNMENT

Committee Chair, Reginald Worlds adjourned meeting at 6:55 pm without objection.

On September 13, 2022 the minutes were considered for approval and approved on a motion by Committee Member, Eliza May and seconded by Committee Member, Tina Cannon. Approved on an 8-0 vote.