MBE/WBE and Small Business Enterprise Procurement Program Advisory Committee

MEETING MINUTES

*The MBE/WBE and Small Business Enterprise Procurement Program Advisory Committee convened in a regular meeting on **May 12, 2026.** Members attended both virtually and in-person at the City of Austin Permit and Development Center at 6310 Wilhelmina Delco Drive, Room 2002 in Austin, TX.*

CALL TO ORDER
Committee Chair Sherice Williams called the meeting to order at 5:54pm.

COMMITTEE MEMBERS IN ATTENDANCE:

In-Person:	Sherice Williams (Chair), Jaime (J.R.) Gonzales, Elizabeth Monteleone
Virtual:	Lena Banks (Vice-Chair), Janel Austin, Amin Dhukka, Roberta Johnson
Absent:	Valerie Esparza, Nabiha Hassan, Ahmed Moledina

PUBLIC COMMUNICATION: GENERAL

- None

APPROVAL OF MINUTES

1. Approve the minutes from the MBE/WBE Advisory Committee Regular Meeting on April 7, 2026.
   - The minutes were considered for approval and approved on a motion by Committee Member, JR Gonzales and seconded by Committee Vice-Chair, Lena Banks. Approved on a 7-0 vote.

DISCUSSION

2. Discussion on the upcoming concessions opportunities presentation by Austin Aviation.
   - Presented by John Gallo, Airport Deputy Chief Officer.

WORKING GROUP

3. Update from the Key Performance Indicators (KPIs) Working Group on developing KPIs that demonstrate the success of the committee.
   - Committee Vice-Chair, Lena Banks recommended this item be moved to next month since Committee Member, Ahmed Moledina was not in attendance.

STAFF BRIEFINGS

2. Briefing on the Director's Communication Report on upcoming initiatives and events related to the Austin Small and Minority Business Resources department.
   - ASMBR Director, Edward Campos provided the update.

3. Briefing on the Certification Roll Report by the ASMBR Interim Certification Division

Manager.

- ASMBR Assistant Director, Dr. Tamela Saldana provided the update.

4. Briefing on the Council Awards Report by the ASMBR Compliance Officer.
   - ASMBR Compliance Officer, Felecia Shaw provided the update.

FUTURE AGENDA ITEMS

- Committee Chair, Sherice Williams requested future agenda items and reviewed the draft agenda for the next meeting with the committee members.

ADJOURNMENT

- Committee Chair, Sherice Williams adjourned the meeting at 6:58pm without objection.

On August 4, 2026 the minutes were considered for approval and approved on a motion by Committee Member, JR Gonzales and seconded by Committee Member, Amin Dhukka. Approved on a 9-0 vote.