

## Governor's Supplier Diversity Council – Meeting Minutes, April 26, 2012

Attending: Ken Anderson, Pete Teague, Nick Callazzo III, Ron Frazier, Ron Tutundji, Wendy Brown, John Conley, Stephanie Scola, Valerie Watson, Cathy Imburgia, Dr. Devona Williams, Sakthi Vel, Clay Hammond

### Meeting called to order by Ken Anderson 3:00 PM

#### Review of prior meeting minutes with the following corrections noted:

- ✓ Bullet two under the Chair's Update: Reword to be clear that Matt Myers was brought on as a consultant to set up a Diversity Business Plan. Also, that Ken Anderson will review proposed recommended implementation strategies with legal counsel for code/policy.
- ✓ Bullet six under the Chair's Update: Add "But will principally focus on startups"
- ✓ Cathy Imburgia: The Team 3 update references Mexico and it should be New Mexico

#### Key Agenda Items:

- ✓ Voting on changing the name of the Office of Minority and Woman Owned Business
- ✓ Voting on the definition of a Veteran Business for the purposes of Delaware's programs
- ✓ Voting on the proposed Delaware Small Business Preference Proposal  
**Voting results are highlighted in the appropriate sections of the minutes in this pen.**
- ✓ Status of filling the open position of Executive Director, its role and organizational alignment
- ✓ Tiger Team reporting and updates

#### Tiger Team Updates:

##### **Tiger Team 1: Dean Stotler – Represented by Pete Teague**

- The business case for an e-Commerce solution was approved and funding is in the Governor's proposed budget. However, the acquisition of such a solution will not occur until the Final Budget is approved. This team reported that the Council needs to be aware that competing vendors have expressed concern regarding the State's moving to acquire the solution through a consortium. No immediate action is required in this regard but Dean will keep the Council advised.
- Pete reported that of 72 applicants for the Director's position, the first 15 candidates were identified for first round interviews during the week of April 30. Dean Stotler, Ken Anderson and Pete Teague are the interviewing panel. Please see the separate section of these minutes under **Executive Director** for concerns expressed regarding this position, its focus and organizational alignment.

### **Tiger Team 1 Continued:**

- Pete shared a preliminary 1Q-3Q/FY12 OMWBE report. The Council was pleased that the work continues in the OMWBE while the search for a Director continues. A copy of the preliminary report is attached to these minutes. Pete asked the Council to respect the preliminary nature of the report and restrict distribution until the final version is created. Pete noted that 50 Certifications/Recertification's were processed in April

### **Team 2 Update: Ken Anderson:**

- Ken reviewed a Power Point of the proposed Delaware Small Business Preference Proposal. The intent is to implement a race/gender neutral set of programs. This proposal offers two distinct components. First, a program focused on Growth to include a Small Business Set-Aside, 10% of Spend and second, Preference to further address Small Business, Veterans and Disabled Service Veterans. Suggested percentages of preference are included. The plan appears to use Maryland's implementation as its model. A copy of Ken's presentation is attached to these minutes.
- After brief discussion, the Council voted to accept the proposed imitative and move it to the next steps which include a review and input from Legal Counsel followed by necessary updates and presentation to the Governor.

### **Team 3 Update: Cathy Imburgia:**

- Cathy's team proposed revised language for use in the MWBE Certification that would include stronger wording as applicants attest to the legitimacy of their claim as a minority or woman owned business. Concerns were expressed at the proposed wording as it may be to Federal Government centric in nature. Cathy has the action to examine what other states use in their certification applications. It is recommended that any final wording changes be vetted through the AG's Office to ensure consistency with Delaware Code – which review should be expanded to GSS review for consistency with policy related matters. Cathy also expressed serious concerns with the proposed structure of the OMWBE Director position and its reporting moving forward. This concerns and related discussion are outlined in the section of these minutes titled **Executive Director**. Cathy's report to the Council is attached to these minutes. **The Council discussed the matter of renaming the OMWBE. It was voted upon and agreed by all that the name will be changed to The Office of Supplier Diversity.**

### **Team 3 Update: Cathy Imburgia Continued:**

- Based on this vote, Pete Teague will begin the rebranding of the office name from OMWBE to The Office of Supplier Diversity. This will include reviewing and updating all documents (RFPs, The Certification Form, the web sites, etc.) The goal is to have the rebranding work completed within 30 days of this writing.

### **Team 4 Update: Nick Callazzo III:**

- Nick presented the results of his work in investigating the appropriate definition of a Veteran for the purposes of the Council's efforts to include this constituency (at large) into its Diversity Program. After a brief discussion, the Council voted on accepting the definition of a Veteran as: "A Veteran is an individual who has served in the United States military or has served in the National Guard of the United States for six months and has received a discharge other than a dishonorable discharge."
- Pete Teague used this Team's update as an opportunity to share a recent communication he received from David Skocik, president, Delaware Veterans Coalition. Mr. Skocik was questioning the progress the State is making with respect to assimilating Veterans into the "OMWBE" Program – he noted that while he applauds the Governor's EO29, it concerns him that he sees no changes in Delaware's RFPs etc that indicate positive and affirmative action's. This topic was briefly discussed and the Council acknowledged that Mr. Skocik's communication is testimony that the Council needs to move forward faster. Nick expressed concerns regarding the structure and reporting alignment of the Director's position. Please see the **Executive Director** section of these minutes for further discussion on this topic. Nick's findings in his work on this team are attached to these minutes.

### **Executive Director:**

- As noted, Dean, Ken and Pete will be interviewing 15 candidates for this position during the week of April 30. In total, 72 applications were received.
- All members (present at the meeting), expressed ongoing concern regarding the nature and scope of the position as it resides in GSS. The position as posted focuses more on the analytics required in support of the Office and less on the advocacy role. The Council wishes to actively pursue how the balance between analytics and advocacy will be managed. There is strong opinion within the Council (particularly with Cathy and Nick), that it's appropriate there be two positions and that perhaps the position of advocacy does not belong in GSS/OMB.

**Executive Director Continued:**

- Pete expressed that the position within GSS is to focus primarily on analytics with an understanding and appreciation for the advocacy role; however, advocacy is a second priority. More discussion is required in this area and Nick commented a number of times that it could create disenchantment with the successful candidate if they think they are playing both roles and at some point in the near future the role is split in two.

**Public Comment:** None

**The meeting adjourned at 4:35 PM**