

Governor's Supplier Diversity Council

June 16, 2015 Meeting

Minutes from June 16, 2015, Governor's Supplier Diversity Council Meeting

Attendees:

Present: Ken Anderson, Dean Stotler, Theresa Brown Edwards, Esq., Devona Williams PhD, Anas Ben Addi (arrived at 10:41am), Brian Leahy, and Michelle Morin.

Present on the phone (non-voting):, Sakthi A. Vel PhD, Cathy Imburgia, Loren Hopkins Taylor, Shirley Lerner, Stephanie Young, Carmen Herrera, Ramon Ceballos, and Nick Callazzo III (for two minutes from 10:58am to 11:00am).

Absent: Nick Callazzo III (excluding a two minute call in), Givvel Marrero, Clay Hammond, and Ron Frazier Esq.

Public Present in room: none

Public Present on the Phone: none

Meeting Opened:

Meeting Called to Order by Ken Anderson, GSDC Chair, at 10:32am.

Quorum:

A quorum (currently requires 6 of 11 members) was not reached at the meeting with four members present at start of the meeting. A fifth member arrived at 10:41am. A quorum was not reached at any point during the meeting. No vote was called for nor held.

Prior Meeting Minutes:

The minutes from the April 21, 2015, meeting, were not acted upon as the June 16 meeting did not reach a quorum.

June 16 Meeting Notes:

- Chair Ken Anderson greeted everyone and asked for comments on the April minutes. Dean Stotler led a conversation regarding the level of detail contained in the minutes and suggested it not need to be as granular. Comment was made to use bullet points to make the reading of the minutes easier. Conversation ensued with Ken making a final comment that there are occasions when a challenged area will rely upon what is captured in the minutes.
- Chair Ken Anderson shared with council a call for new candidates to be considered to fill Council seats. A discussion occurred regarding members with expired terms, lack of participation, and seeking replacement of those members including the following points:
 - As Chair Ken has reached out to those members and he has not received the courtesy of a response.
 - The Office of Supplier Diversity is regularly outreached to requesting attendance and participation data regarding Council Members.
 - A brief review of the process was provided, including that anyone interested in a Council appointment must complete an application form that is submitted directly by the applicant to the Governor's Boards and Commissions office.

- A suggestion as raised to create a framework of expectations of Council members. This lead to a broader conversation about Bylaws, quorums, conflicts of interest, participation expectations and longevity. IT was suggested that Council explore the Attorney General's office's offering of trainings to Boards and Commissions to consider that for Council.
- A request was made to explore video-conferencing and Anas Ben Addi offered use of the Delaware State Housing Authority video-conference capable rooms in Wilmington and Dover if calendaring permitted. It was mentioned that Delaware Economic Development Office can also video-conference in both Wilmington and Dover. Chair announced that he will endeavor to pilot video-conferencing for the August 17 meeting.
- Chair Ken Anderson opened the discussion to the 2015 GSDC Initiatives. A review of current status was provided as follows:
 - Initiative 1 – no update at this time.
 - Initiative 2 – no update at this time.
 - Initiative 3 – no update at this time.
 - Initiative 4 – two meetings are schedule for the team, the first for two hours to give the team time to dig in. The second to finalize and follow up. Will report back at the August 17th meeting.
 - Initiative 5 – a meeting was held on May 14, all members present. A review of Executive Order 44 occurred. E.O. 44 has the force of law and is sustained unless a future Governor rescinds it. Sustainability was reviewed to consider: support to continue the important Council work; the Office of Supplier Diversity continues to be funded and supported; and that GSDC is an extension of the Governor.
 - A discussion followed to consider if Initiative 5 is expanded by including the topic raised earlier in this Council meeting of Bylaws and expectations.
 - It was suggested that Initiative 5 is successfully accomplished and completed.
 - It was suggested that the governance and creation of Bylaws may be a possible new Initiative, which was responded to that the state already has these governance materials for Boards and Commissions and Council does not need to re-create.
 - A suggestion of caution to not put too much in writing in governance to allow Council to continue its flexibility and the existing way of doing business as a Council may continue.
 - Conversation regarding existing Supplier Diversity plan review was raised in this conversation as a suggest that update of the pans may be part of the governance change.
 - In particular a Member was looking to see new plans to include the Small Business Focus (SBF) program.
 - Response is that due to the newness of the SBF program being one-year young from E.O. 44, that it is not appropriate to add the SBF requirement to the plans yet, as there are 85 certified entities and procurement would likely result in too many 'no find' results.

- Creating a new program and creating aligned requirements must be planned so that a requirement meets capacity rather than failure to find SBF businesses. We are not there yet. It is discussed, just not yet an in writing as a plan requirement.
- Dean Stotler mentioned the future State of Delaware eMarketplace is expected to include eProcurement to create more opportunity in the under-threshold sourcing, and can allow for as many quotes as exist, a 1 for x opportunity, or can be limited to three quotes, a 1 for 3 opportunity. This will help to increase access and should lead to the modification of all plans to include SBF.
- Under New Business, Chair Ken Anderson opened a new discussion on the topic of diversity in State Workforce and then asked Supplier Diversity questions indicating he is involved in conversation in person, reading in the newspaper, on the topic of increasing spend with black businesses.
 - That these questions are raised in the State Chamber of Commerce and the Senior Business Advisory Council, and from the NAACP's Richard Smith and the Minority Workforce Development Coalition.
 - OSD mentioned that OSD include the NAACP Middletown chapter in events and they have spoken at GSS Vendor Day trainings. OSD is desirous of connection with the Wilmington NAACP.
 - OSD mentioned that OSD and GSS Director have met with Minority Workforce Development Coalition. Additional meetings were held with OSD, DelDOT, and Senator Townsend and the Minority Workforce Development Coalition. OSD indicated all meetings with this group focused on diversity in the workforce.
 - During the conversation the definition of Black Business was considered.
 - It was mentioned that the Delmarva Black Chamber of Commerce includes businesses owned by individuals whose ethnicity is Hispanic.
 - The Office of Supplier Diversity (OSD) certifies by ethnicities and the Office of Supplier Diversity responded to the Chair's questions using information regarding African American businesses.
 - OSD was not made aware of the topic in advance of the meeting and therefore did not have data present.
 - A general conversation regarding the percentage of certified firms being approximately 55% certified are Minority Business Enterprise (MBE) and approximately 62% are Women Business Enterprise (WBE) and both the MBE and the WBE numbers include those businesses that are both MBE and WBE.
 - A general conversation was held regarding the distribution of spend and certification or W9 identification self-identification can aid the state in data to report, but only Certification can track ethnicity. Encouragement for ethnicities eligible for certification is a continuous activity.
 - A brief and general conversation regarding the capacity of businesses and their ability to serve the state was held. It was mentioned that Initiative 3 may include the topic of capacity.

- A question was raised as to what the questioners are seeking, is it the number of firms certified, spend overall, on a per-business basis? Two comments were made regarding the challenge to answer an unknown question and that having data and information is helpful.
- Under New Business, Ramon Ceballos provided information regarding an upcoming DelDOT event. On January 28, 2016 DelDOT will sponsor a Civil Rights Summit to be held at Delaware State University in Dover. More information will come, please save the date.
- Under New Business, OSD shared that the Chase grant program expected to award 20 businesses with a \$100,000 grant each, was outreached by OSD to the OSD list serve and that 60 Delaware based businesses submitted their entries for the grant.
 - They all need to be voted through to the next phase of the program and Council were encouraged to participate by voting one time each for as many Delaware based business as desired.
 - Dr. Sakthi Vel indicated that his business had submitted and had already received enough votes to make it to the evaluation portion of the grant program.
 - CHASE is expected to announce the 20 winners in September. OSD will share the outcomes.
- Under New Business, Dean Stotler provided an update on the State of Delaware eMarketplace that is coming this year. It is described as similar to the Amazon.com online shopping experience that we are all familiar with. The first phase is a shopping experience. There are 54 suppliers enabled to provide goods and commodities in the online shopping experience. Contracts for Professional Services and other services will be visible in the shopping experience. Products and suppliers will be tagged with attributes include OSD, SBF, DE, Made in USA, and others. A future phase is sourcing. This project has been five years of approvals and has consumed a lot of executive time. The lift for procurement is considerable. The current method of using state contracts is to find the contract, then look for the suppliers, the new system will allow immediate search for the items needed. This is a legacy accomplishment for this Administration.

Public Question / Comment:

There were not any members of the public in the meeting room. It is unknown if any members of the public were on the phone as none self-identified.

Next Meeting:

September 18, 2015, from 2:00pm to 3:30pm at Delaware Economic Development Office (DEDO), Conference Room, 99 Kings Blvd, Dover, DE, 19901, Kent County.

Meeting Adjournment:

Meeting adjourned by Ken Anderson, GSDC Chair, unanimously without abstention upon motion by Dr. Devon Williams and seconded by Dean Stotler, at 11:41am.