

Governor's Supplier Diversity Council

June 18, 2013 Meeting

Minutes from June 18, 2013, Governor's Supplier Diversity Council Meeting

Attendees:

Ken Anderson, Dean Stotler, Pete Teague, Dr. Devona Williams, Nick Callazzo III, Brian Leahy, L.J. Nick Callazzo III, Sakthi A. Vel PhD, Valarie Watson

Meeting Opened:

2:30pm by Ken Anderson, GSDC Chair

Prior Meeting Minutes:

Reviewed, two name miss-spellings noted/corrected with the minutes then accepted via motion by Dean Stotler and 2nd by Devona Williams

June 18, Meeting Notes:

The proposal for a Small Business Race/Gender neutral program was reviewed with the Governor in Dec. 12 and again with the Governor and his Cabinet on April 13 by Ken Anderson and Dean Stotler

- The understood goal of the Governor's Office is to move forward with a plan and not have to wait until the General Assembly reconvenes in January 2014 i.e. a plan that does not require legislative action or code changes. The Small Business Focus Program Alternative plan previously approved by Council is the most likely plan that fits those goals.
- Looking to include the 1 in 3 Under Threshold (\$9,999 to #24,999) requirement for written bids to include OSD expansion to include the small business registry. Looking to leverage the new OSD ED Michelle Morin in this effort – no further detail discussed on this for now.
- Generally, we should look towards improving the narrative in OSD reports rather than just presenting several pages of numbers.
- It's important to remember we are driving an "opportunity based program" vs. a point or set aside program."
- In FY14, it is expected there will be movement to include businesses owned by disabled individuals in the OSD Program.
- DNREC was capturing under threshold purchases (1 for 3) for <\$5K but after discussion, will focus on the official threshold of \$9,999 – \$24,999.
- Nick Callazzo (independent firm owner focused on Vet opportunity) suggested we need to improve outreach in terms of advising vendors of changes in the way things are done, not just the opportunities.
- The numbers in the draft OSD Report do not offset the 6% decrease in overall state spend and thus, the -1.50% drop relates to about a 3% drop. The plan is to publish a final FY13 report by the end of August (that's aggressive.)
- It was suggested that we should pursue linkage of the Division of Revenue (Licensing) to the OSD database which was discussed at the legislature – point, another method to verify that we are capturing all businesses that qualify for the OSD Database and that the State of Delaware should generally not be a business's largest single customer.

- Council feels we must continue to level the playing field for all small business and agencies need to step up and roll out initiatives that do the same on an individual agency bases i.e. DNREC's recent look at ways to increase opportunities for small businesses, including minority, women and veteran owned businesses within DNREC is an example.
- GSS to continue its drive to incorporate the school districts in the OSD Plans. GSS has and will again offer to provide school district personnel training on contracts, procurement and OSD, in addition to helping host a Vendor Day specific to school needs within each district. GSS/OSD will drive. Note: Despite repeated outreach by GSS, the school districts have yet to move forward other than to say nice idea you have there, GSS.

New Initiatives (Not a Complete List) To Be Pursued By Council during 2013:

- Examine and where practical, establish a standard for all agencies in terms of contract length and increased transparency on how these length of contract decisions are made
- Encourage School Districts to report their Diversity spend on the Supplier Diversity Score Card
- GSS to actively participate in School Districts Vendor Days including the providing of training; School Districts represent approximately one-third of the State's spend
- Ensure that the State's Supplier Diversity Vendors have access to plans and related documents for all Public Works Solicitations
- Reaffirm the objectives in terms of percentage of spend for Supplier Diversity vendors
- Devise a method for effectively communicating current Supplier Diversity Score Card information to the Supplier Diversity Community
- Evaluate the consistency and integrity of the RFP process, including follow-through and status updates by Procurement personnel. Create accountable timelines for Vendors who have submitted formal proposals
- Continue to work on codifying and promulgating the various initiatives explored and proposals developed through the Council Tiger Team process
- Chair and Dean to continue to work with the Governor's Office to see the establishment of a Small Business Focus Program or its Under Threshold Alternative

Next Meeting:

The next meeting is scheduled for late August 2013, unless action on the Small Business Focus Program requires an earlier session.

Meeting Adjournment:

Meeting adjourned by the Chair at 4PM