

# **Governor's Supplier Diversity Council**

## **August 17, 2016 Meeting**

### **Minutes from August 17, 2016, Governor's Supplier Diversity Council Meeting** **Video Conferenced Meeting in DEDO offices in both Wilmington and Dover**

#### **Attendees:**

Present in Wilmington: Ken Anderson, Ralph Truitt, Dean Stotler, Devona Williams PhD, Valerie Watson, and Michelle Morin.

Present in Dover: Givvel Marrero

Present on the phone (members not able to vote on phone and non-voting): Sakthi A. Vel PhD  
Ramon Ceballos, Shirley Learner, Brian Leahy, and Stephanie Young,  
Debbie Sacra

Absent: Ron Frazier Esq., Jayshree Moorthy, Anas Ben Addi, Theresa Brown  
Edwards Esq., and Nick Callazzo III

Public Present in room in Wilmington: none.

Public Present in room in Dover: none

Public Present on the Phone: none identified

#### **Meeting Opened:**

Meeting Called to Order by Ken Anderson, GSDC Chair, at 10:36am.

#### **Quorum:**

A quorum (currently requires 6 of 11 members) was not reached during this meeting. At the start of the meeting telephone calls were made to members who were not present, they were unable to join the meeting.

#### **Prior Meeting Minutes:**

The minutes from the July 21, 2016 meeting were reviewed; no vote was held. The July minutes will be addressed at the next meeting.

#### **August 17 Meeting Notes:**

- Chair Ken Anderson greeted everyone and reviewed the past meeting minutes as the first order of business, and postponed the vote for later in the meeting if a quorum could be reached.

#### **Under Continued Business**

- Chair Ken Anderson opened the conversation regarding Council Initiatives for this 2016 year, continued this conversation from the July 21 meeting, and reviewed those initiatives not addressed at the July meeting. Chair Ken Anderson lead a discussion through the five remaining ideation topics for consideration as initiatives from the July 21 meeting that are still open for review.
  - a. **Matchmaking Initiative.** A discussion about the Matchmaking initiative, already in place from calendar year 2015, for B2B and B2G access to opportunities as well as contracting education at the state and national level

for the diverse and small business vendors occurred. A description of how a matchmaking session occurs and that venue selection was in process, budget is small, and the support of NASPO was again reviewed. A request for a Letter from Council to be used in conjunction with an event Invitation was discussed, to encourage participation and explain the value of the opportunity. The discussion of education in advance of the event to assist business owners to be well poised for the speed dating nature of the matchmaking event was suggested and discussed. Since already from CY2015, no action taken.

- b. **Delaware as a portion of diverse and small firms.** Dean Stotler shared how state spend with Delaware firms already takes place and is a measured and reported activity within Government Support Services (GSS). The potential unintended consequences of a geographic preference were reviewed. No action taken.
- c. **Education of state Senior Managers and Directors regarding contract scope creep.** Devona Williams PhD reviewed experiences of contract managers and senior staff in agencies may not be aware of the scope of work in a contract with a vendor and then request and expect the vendor to perform additional work that is outside the contract. Dean Stotler addressed the topic and shared that OMB and GSS have a Certification initiative for training on this topic and others for contract signatories. He share information about trainings by GSS for procurement and financial officers. Trainings named “Agency Days” and “Budget and Fiscal Training” will assist new agency management and those directing the business needs of agencies, as this collaborative effort and training initiative with the OMB Policy and External Affairs officer will earn the Certification, which will be managed through the State Learning Management System. There will be ongoing and continuing education. A discussion was held as to when this is likely to go live; after the new administration is in place is the anticipated timing. Additionally, Michelle Morin raised that this is a two-sided training opportunity, as vendors are able to manage expectations about the contracts they are awarded. Since GSS and OSD already provide the training “Vendor Day, How To Do Business with the State of Delaware” and training and empower vendors to manage their price margins, and to understand contracting opportunities, this topic of possible scope creep can be added to that training. No action taken.
- d. **As a Veteran friendly state DE should Partner with NaVOBA.** As Nick Collazzo, who raised this idea was absent, this conversation was skipped for this meeting.
- e. **Build relationships with other similar Councils.** Ken Anderson reviewed his past research and GSDC discussions that Delaware’s Council is unique as compared to other states and that even in states such as Virginia, where their Council is somewhat similar, there may be no new areas to explore on this topic. Additionally, Michelle Morin mentioned that this is ongoing organically as part of OSD’s work. She shared that OSD is meeting with the City of Philadelphia next week to explore the Office of Economic Opportunity, their list of registered vendors looking to do business with the City, and how OD and SBF certified firms can be included on the list and

better engage with the City. She shared that the City spent \$180million with the OEO registered vendors last year. No action taken.

- Chair Ken Anderson moved the conversation to another item of conversation that was continued from the July meeting. Michelle Morin re-introduced the topic of an evolving trend in diversity certification and sought further comment from Council. The trend is the change in documentation relative to ethnicity and gender across the nation. Birth certificates in most jurisdictions do not document ethnicity. Gender is starting to be removed from some birth certificates and has been removed for some time in other locales. Current circumstance is that applicants are providing one or more familial generation birth certificates and/or death certificates to document ethnicity. OSD asked Council for comment and suggestions for consideration as to documentation vendors might utilize to document ethnicity and/or gender. Council discussed suggestions including an Affidavit, attestations of who the affiant is, how we change the old way of thinking to consider a new process that still has integrity for the program. Ramon Ceballos shared the DelDOT process of accepting the DBE application notarized document on its face, unless something in the application calls it into question. Suggestions about driver licenses was suggested and the fact that they do not identify ethnicity raised a question about that documentation. Additional discussion was held around what percent ethnicity a vendor might be, cited as an example was the NMSDC application where the applicant is attesting 25% or more of their ethnicity in one group. The ethnicity of Native Americans and how various tribal nations set their own rules for membership, which includes a percentage of ethnicity for their nation, was then discussed. The conversation compared and contrasted those Native American nations requiring less than 25% lineage in the nation and allowed as members with tribal registry cards would not be found eligible if the state used a percentage similar to NMSDC. It was expressed by many that we do not want to get into the 'how much is enough' percentage for certification. Devona Williams PhD offered that race is an artificial construct and suggested going back to a review of disadvantaged business status. Valerie Watson suggested that OSD bring a list of recommended documents to Council for a conversation. Michelle Morin thanked Council for their considerations and review of this important topic and suggested OSD bring it's recommendation, similar to how the process for Individual with Disability application documents were discussed. This discussion will be resumed at a future Council meeting after OSD has had time to prepare a recommendation.

#### **Under New Business,**

- Michelle Morin shared that Loren Hopkins Taylor of duPont was unable to join Council today because duPont is invited today to join the corporate Billion Dollar Roundtable (BDR), which is an honor. Last year duPont's Chief Procurement Officer was recognized by NMSDC for their \$5billion spend with diverse vendors and suppliers. The BDR adds corporate members who have spent \$1billion or more annually and the membership is only opened every two years. Comcast sponsored the invitation to duPont.
- Michelle Morin shared that this year the Alliance Small Business Procurement Fair, which is in its 17<sup>th</sup> year, will be hosted again in Atlantic City. OSD shared it's disappointment with the organizers, not only that it was not going to be in Delaware, as it

had been for years 14 and 15, but also that holding a business event in a Casino may be creating an unintended consequence to individuals, and that the use of a non-casino business conference center does not include the same potential personal challenges to business owners and leaders, as gambling and alcohol were not part of the physical atmosphere in a conversation center, but are in a Casino.

**Under Old Business,**

- None.

**Public Question / Comment:**

- At 11:50am, Chair Ken Anderson opened the floor for public comment. There were not any members of the public in the meeting rooms. It is unknown if any members of the public were on the phone as none self-identified.

**Next Meeting:**

September 22, 2016, from 2:00pm to 3:30pm, is the next scheduled meeting. This meeting is at Delaware Economic Development Office (DEDO), Conference Room, in Wilmington, DE. Notification will be provided in advance of the meeting if video conferencing is available at both DEDO locations, Dover and Wilmington.

**Meeting Adjournment:**

Meeting adjourned by Ken Anderson, GSDC Chair, at 11:00am