

Supplier Diversity Council Meeting Minutes

Monday, November 22, 2010
1:00 pm – 3:00 pm

Attendees:

Jay Burks, Dean Stotler, Cathy Imburgia, Ron Frazer, Ken Anderson, Cleon Cauley, Sakthi Vel, Pam Draper, Clay Hammond, Ron Tutundji, Dawn Crompton

Call to Order

Cleon Cauley called the meeting to order at 1:10 pm.

Review Sub-committee reports from last meeting

Review Distillation of Sub-Committee Reports

Dawn Crompton, Clerk in the Governor's Office, compiled this report based on the information in the Sub-Committee reports. The goal is to form the complete scope of the items that will be in the final report to the Governor.

Discussion:

How will State be better? What will it look like?

Governor's policy process

Focus on how plan will impact business life in Delaware

Political aspect - falls under Governor's three points of Job Creation, Education & Government Efficiency

I. Disparity Study Report

Discussion:

Decided that no study was needed at this time

Race neutral atmosphere & How to level the playing field.

Don't want to alienate groups that Council was developed to assist.

Word usage & Terminology

RWA (Ready, Willing, Able) – action plan needed? How do we define?

Threshold spend on program to pre-qualify

Certification process – are business who they say they are? – MWBE registry verification

Licensing doesn't ask if you are MWBE owned – opportunity

Action/Next Step:

Strengthen language in affidavits, also notification of changes in business (Jay)

Report to provide best practices language - all systems should be tied together (Dean)

II. Potential Impediments Report

Discussion:

Best Practices & Uniformity

Code changes & Legislation

DE Code as impediment – train on difference of interpretation
Set asides
Impediments that were not on list (Veterans, Disabled)
 Funding & Contracts
 Competition in service sector for MWBE to compete against
 How are these required under Federal (only a certain section)
Statute Use Law Commission
Sub-contractor payments from prime – contracts & mandates
Make OMWBE office permanent, move office from OMB?

Action/Next Step:

Train for procurement officers (uniformity) Internal procurement training that's all inclusive (Dean)
Reach out to MaryPage (Dean)
Look at how MD primes pay stubs, prompt payment clause (Jay)
Provide best practices of OMWBE office (Jay)
Review bonding (Clay and Jay)
Meet with OMB Director and Gov re: OMWBE (Cleon)

III. Training & Education Report

Discussion:

Mentoring program – points program as incentive
Dispute Clause
 Portal for complaints or disputes
Issues that can be viewed as discriminatory - OMWBE to mediate

Action/Next Steps:

Framework for mentoring program (Ron T.)
Reach out to AG's office for legalities (Dean)
Research mymarketplace.com (Dean & Ken)
Need more detail on the following: Uniformity and consistency on awards notification – certification, Disparity in Scoring, Debriefs in how they are handled (Cathy)

Due to time constraint, SDC to continue review of report at the next meeting.

Meeting Adjourn at 3:08 pm

Supplier Diversity Council Meeting Minutes

Monday, November 30, 2010
10:00 am – 11:30 am

Attendees:

Jay Burks, Dean Stotler, Cathy Imburgia, Ken Anderson, Cleon Cauley, Sakthi Vel, Pam Draper, Clay Hammond, Ron Tutundji

Call to Order

Cleon Cauley called the meeting to order at 10:06 am.

Review outstanding items from previous meeting:

Low-bid procurement process

Impediments (Profit v. Non-profit)

Agreed that impediments will not play large role in final document, use them as a way of getting solutions to problems – solutions will go into final report.

Leveraging

Perception in Delaware

Accountability from vendor perspective

Continue review of Distillation of Sub-Committee Reports

III. Training & Education Report

Discussion:

Accountability

Required training for State contracts

Proposal training – partner with others

Online tutorial software

Use DBE program as a guide

Focus on Track 1 & 2 with online support

Training beyond start-up level

Company Sponsorship - Astrazeneca

Action/Next Steps:

Attach an agency to-do list to final report

IV. Transparency & Opportunities Report

Discussion:

Recommendations – too broad?

State of State – will SDC items make address?

Definition of services

Making bids.de.gov more user friendly

Governor to issue no tolerance on bids

Action/Next Steps:

Look at legality of over threshold (Cleon)

Additional Items

Formed Drafting Committee to assist with final report (Cathy, Dean, Jay, Cleon, Dawn)

Timeline for final report

Cleon announced his new position as Deputy Sec. of DelDOT. He will continue to serve as Chair of SDC.

Meeting Adjourn at 11:42am