

## Governor's Commission on Minority and Women's Business Enterprises

Quarterly Public Commission Meeting  
Indiana Government Center South, Conference Center, Room B  
402 West Washington Street, Indianapolis, IN 46204  
Monday, December 11, 2017 | 1:12 p.m.

### Meeting Minutes

#### I. Call to Order

Chairman Wilson called the meeting to order Monday, December 11, 2017 at 1:03 p.m.

#### II. Roll Call

Kesha Rich took roll call. Those members present were:

Gregory L. Wilson Chairman	Erin Kellam Indiana Department of Administration Deputy Commissioner	Maia Saprashvili-Lee Minority and Women's Business Enterprises Executive Director	Chris Jeffers Indiana PTAC, IEDC Representative
Derrick Casson Indiana Department of Transportation Representative	Cassandra Wilson Central Representative *present via telephone	Remo Mezzetta Central Representative	Frances Vega-Steele Northern Representative *present via telephone
David Olivencia Northern Representative	Alfonso Vidal Southern Representative	John Bartlett Representative	Jean Breaux Representative

#### III. Establish quorum

Having 8 voting members, quorum was established for the meeting.

#### IV. Adoption of Past Minutes

Chairman Wilson entertained a motion to adopt the minutes from the September 11, 2017 meeting.

The motion was unanimously passed and the Governor's Commission on Minority and Women's Business Enterprises meeting minutes were adopted.

#### V. Update from Chairman Wilson

Chairman Wilson gave an update from the Commissioners Retreat that took place on November 14, 2017.

The recommendation from the retreat was the participation goals to remain the same on all State of Indiana contracts. Those goals are as follows:

- 7% MBE & 5% WBE in Construction
- 4% MBE & 7% WBE in Supplies/Procurement
- 8% MBE & 8% WBE in Professional Services

Chairman Wilson entertained a motion to adopt the participation goal percentages.

The motion was unanimously passed and the Governor's Commission on Minority and Women's Business Enterprises participation percentages were adopted.

## **VI. Executive Director's Report**

Maia Siprashvili-Lee, the Executive Director of Supplier Diversity gave a general overview of 2017:

- Thirty (30) events within and outside of Indianapolis attended
- Revising the INDOT Good Faith Effort process regarding Minority and Women business participation on INDOT Public Works contracts
- Working on the Commission Retreat deliverables
- Hiring new staff members in Business Outreach & Compliance, as well Certification – these individuals will help to reduce the average days to certify and allow us to attend more outreach events

Chairman Wilson added that the Commission meetings will be coupled with outreach events to become more engaged with the community of business owners.

Following the overview, Amy Wolf, Deputy Director of Certification, gave an update on certification statistics:

- 46 New Incoming Applications during the 4<sup>th</sup> quarter
- 49 Recertification Application during the 4<sup>th</sup> quarter
- 107 Applications completed during the 4<sup>th</sup> quarter
- 7 preliminary denials were processed during the 4<sup>th</sup> quarter and 0 denials were processed
- The average days to in the 4<sup>th</sup> quarter was 53.54

There was discussion amongst the Commissioners regarding on-site visits during certification process and the possibility to survey business owners about recertification.

Kesha Rich, Deputy Director of Business Development and Compliance, followed with her report detailing the number of "Good Faith Effort Reviews" conducted, and the division's outreach activities:

- 4 INDOT Good Faith Effort Reviews were conducted in the 4<sup>th</sup> quarter, 0 Public Works Reviews were conducted
- 3 Certification Webinars
- 9<sup>th</sup> Annual DSD Business Conference
- Attended 7 partner outreach events

Art Sample, Supplier Diversity Vendor Manager, followed with statistics regarding prime vendor's spend with State certified MWVBEs.

There was discussion about if there are repercussions if prime or sub-contractors are non-compliant on contracts and who issues those sanctions.

## **VII. State Education Institutional Annual Reports and Updates**

Present were the following:

Jesse Moore, Purdue

Roger Hassenzahl, Ball State

DeeDee Whittaker, Indiana University

Commissioners questioned the overall goals and participation percentages as percentages as reported by each SEI.

## **VIII. INDOT DBE Program Update**

Derrick Casson presented the Indiana Department of Transportation DBE program update. He provided an update on certification, contract compliance and support services. He reported certification statistics, including number of certified firms. He also included updates on current and future INDOT projects in relation to their supplier diversity goals.

**IX. New Business**

Doneshia Posey, Acting Legal Advisor to the Commission, discussed the next steps and roles for the Commission to hear the appeal of denial hearing for Lab Verdict, a MBE that was denied certification.

The Commissioners requested to hold a separate meeting to discuss its roles and responsibilities and the motion was unanimously passed.

Erin Kellam, the Deputy Commissioner provided updates on the restructuring of the Division of Supplier Diversity.

**X. Public Comments**

**PUBLIC COMMENTATORS:**

*Diana Brenner, B&B Contracting, Owner*

*Carolyn Mosby, Mid-States Minority Supplier Development Council, President*

*Anita Williams, Riley Security Company & Indy Black Chamber of Commerce*

*Senator Gregory Taylor, Indiana Senate*

NO FURTHER PUBLIC COMMENTATORS.

**XI. Adjourn**

Chairman Wilson adjourned the meeting Monday, December 11, 2017, 3:10 p.m.