



STATE OF INDIANA

Mitchell E. Daniels Jr., Governor

DEPARTMENT OF ADMINISTRATION
Minority and Women's Business Enterprises Division

Indiana Government Center South
402 West Washington Street, Room W479
Indianapolis, IN 46204
(317) 232 - 3061

Governor's Commission on Minority and Women's Business Enterprises Monday, June 27, 2011

MINUTES

The Governor's Commission on Minority and Women's Business Enterprises met on Monday, June 27, 2011, in the Government Center South, Conference Room C, in Indianapolis, IN.

Handouts

The Minority and Women's Business Enterprises (MWBE) staff distributed handouts (Agenda; Minutes; Deputy Commissioner Report, 06/27/2011)

Welcome/Call to Order

Chairman Jamal Smith welcomed the commission members and attendees and called the meeting to order at 1:12 p.m.

Roll Call

Present:

Jamal Smith, Chairman
Felecia Roseburgh, Deputy Commissioner
Robert Wynkoop, IDOA Commissioner
Ronnie Alting, Indiana State Senator
Lani Chuang, Audrey International, Inc.
Derrick Casson, INDOT for Tiffany Mulligan
Rae Pearson, Alpha Rae Personnel
Sylvia Trotter, Trotter Construction
Marcia Duncan, Lynch House of Coiffure
Rebecca Kubacki, State Representative

Absent:

Jean Breaux, State Senator
Mara Candelaria-Reardon, State Representative
Angela Faulkner, Faulkner Strategies
Lisa Spaulding for Mitch Roob, IEDC
Sarah Taylor, City of Indianapolis
Jesse Moore, Indiana Diversity Supplier Leader
Alfonso Vidal, Omni Plastics

Chairman's Comments

Chairman Smith mentioned that today's board meeting was scheduled concurrent to INDOT's Ohio River Kentucky project meeting. Several Commission members were absent because they were in attendance of that meeting in Kentucky.

Adoption of Minutes

An amendment was made to March 28, 2011 minutes. The amendment was approved.

Chairman's Comments

Chairman Smith made a comment in relation to the Ohio River Bridge Project which would link Kentucky and Ohio. Chairman Smith discussed this project's importance to the MWBE in terms of MWBE participation starting from the early development process. He said that due to lack of attendance for today's meeting; details, brainstorming, and specific dates will be determined at a future board meeting.

Deputy Commissioner Report

Deputy Commissioner Roseburgh discussed the following items: MWBE Division organizational changes, major projects, and MWBE policy change updates.

MWBE Organizational Changes

Deputy Commissioner Roseburgh discussed the turnover in staff and vacancies within the Division over the last few months. She made the announcement and introduced Deborah Morton as the new MWBE Deputy Director of Development and Compliance. Deputy Director Morton has worked in media and business for various corporations such as CBS, Paramount Pictures, Ebony and Jet magazines, and Viacom. She holds a B.A. degree in Communications from Indiana University and a M.S. degree in Communication Management from Northwestern University. Morton will be organizing this year's MWBE Business Resource Fair as part of the 2011 Indiana Black Expo Business Conference on July 12, 2011.

Major Projects

Deputy Commissioner Roseburgh commenced to discuss two projects within the MWBE division: Business Resource Fair and Pay Audit System. She emphasized how the Pay Audit System has been a major project. During the development process, it was determined that the Pay Audit System needed further development. To assist with the deployment efforts, IDOA and MWBE leaders have met with seven of the top fifteen state agencies, such as Department of Child Services and Department of Corrections, in order to share information about the Pay Audit System as well as get feedback that can impact system design and system testing. The MWBE division will host several open meetings for all agencies to attend as they get closer to the deployment date. While the system was designed to monitor MWBE subcontractor spend, the system has the ability to track all sub-contractor spend. In order to use the Pay Audit System to track all sub-contractor spend, Indiana's procurement policies, procedures, and processes will need to be modified to support the use of the system in this way. This expanded use of the Pay Audit System is outside the project scope and the governmental authority of the MWBE division. Engagement from the state's procurement leaders and approval at the statute and/or policy levels will be required to proceed with this kind of effort.

Commissioner Kubacki inquired about the basic functionality of the Pay Audit System. Commissioner Pearson explained that the Pay Audit System is an application that helps track how much is spent with MWBE sub-contractors and the primary goal is to require all contractors to report their spending.

Commissioner Pearson asked Deputy Commissioner Roseburgh to elaborate on the 'solution.' Deputy Commissioner Roseburgh said that the Pay Audit system has the technical functionality to monitor all subcontracts. However, from the business process perspective the MWBE division cannot require all contractors to use the Pay Audit System to track their subcontractor spend. She then provided an example, i.e., if a prime vendor chooses to subcontract with a business at the current time and then another business at another time, the prime contractor is not responsible for tracking that. However, if

a prime contractor has MWBE spend on a contract, they are responsible for adhering to their contracted spend levels with MWBEs. Contracts with MWBE spend will be monitored.

Commissioner Pearson commented on how business to business contracts do not require intervention from the MWBE division, because there is a contract signed and it speaks for itself. If the contract is broken or breached then the MWBE division can intervene.

Deputy Commissioner Roseburgh agreed and commented that what we want to know is what all contractors spend with MWBEs. The new Pay Audit System will require all contractors to report on their contracted spend with MWBEs.

Commissioner Rob Wynkoop commented on the scope creek process and how the focus should be on the solution and do not divert into other missions.

MWBE Policy Change Updates

Deputy Director Roseburgh closed with comments about a recent the change policy of process for MWBE scoring. Awards will now be scored on a graduated scale for those contractors who submit bids with MBE and WBE spend. This policy took effect on April 2011.

Additional comments

Commissioner Kubacki questioned on whether the Business Resource Fair is for new businesses or those who have already been in business. Deputy Commissioner Roseburgh stated that the program will be a resource fair which is geared towards existing businesses, however, potential business owners are welcome to attend. The goal of the program is to build Indiana's economy as well as provide awareness and a wealth of knowledge to certified businesses not only in central Indiana but throughout the state of Indiana.

Chairman Smith provided a brief description of the logistics of the Governor's Reception and the collaboration of the Reception and the Resource Fair.

Commissioner Kubacki raised the question if the Commission was collaborating with the Super Bowl. Deputy Director Roseburgh defined how the MWBE division has been actively engaged with the Super Bowl Host Committee since October 2010 with their Emerging Business Program. The MWBE division served as one of the three certifying bodies in the state. From November 2010 to April 2011, the MWBE division worked diligently to get as many businesses certified as possible, giving them an opportunity to participate in the Super Bowl's supplier diversity program.

Chairman Smith discussed the proposed Commissioner Training, which will entail commissioner participation and involvement in MWBE projects, such as the Pay Audit System. The meeting date is yet to be determined. Chairman Smith mentioned that the training was initially suggested by Senator Breaux. He is working directly with Senator Breaux on the training logistics.

Public Comments

No public comments.

Adjournment

Chairman Smith adjourned the meeting at 1:53 p.m.