

SMALL BUSINESS ASSISTANCE ADVISORY COMMITTEE MEETING

Wednesday, February 22, 2006

HIGHLIGHTS

Members Present:

Laura Corry (via telephone)  
Vernai Dantzler  
John Elliott  
Lorraine Goff  
Scott Johnson  
Evelyn Parkes  
Yvonne Peterman  
Raoul Pierre-Louis  
Paul Skyers  
John Weaver

Staff:

Notye Brewington, PBIA Minority Affairs  
Pamela Hart, OSBA Program Coordinator  
Vicki Hobbs, OSBA Certification Technician  
Hazel Oxendine, OSBA Director

Members Absent: Laurie Rogers, Elaine Taulé, Nancy Young

Evelyn Parkes called the meeting to order at 8:15 a.m. Vicki Hobbs took the roll; there was not a quorum.

II. Old Business:

B. Advisory Committee Annual Report: Evelyn handed out a copy of the report.

C. Advisory Committee Goals: Evelyn said we need to review what our purpose is. The first item is to review and evaluate the effectiveness of the Small Business Program. We get data that indicates one thing, but then get information from others that indicate something else. She asked if we should send a letter to the BCC about the lack of minority participation, even in the new program. Scott said we need to get the numbers from each department at the same time, for example at bid time. He said we have to look at numbers that are consistent.

Adoption of Agenda and Minutes: (Several members arrived; there is a quorum.) Evelyn asked for a Motion to adopt today's Agenda: moved by Paul, seconded by Yvonne; unanimously approved. Evelyn then asked for a Motion to approve the Minutes of January 25, 2006: moved by John Elliott, seconded by Paul. John Weaver asked for a discussion to go over a few typos, which were gone over. Hazel reminded everyone that this is a verbatim transcript. John then amended his Motion to approve the Minutes as corrected; unanimously approved.

Hazel said Tammy brought up creating a policy about conference call attendance and having the member's vote count. After discussion, upon Motion made by Paul and seconded by Raoul, it was unanimously agreed to allow each member to attend one meeting a year via conference call and their vote would count.

Old Business (continued):

A. Update on Business & Trade Association Consortium: Hazel said a third notice is being sent out. She and Nancy have been contacting Chambers to get them to participate. She said the Committee members need to contact their Associations to see if they will participate.

B. Advisory Committee Annual Report (continued): Evelyn said the numbers this Committee received were old, so it didn't seem relevant to include them. Vernai asked if what Evelyn just said could be included as a footnote. Laura asked if this is reported to the BCC alone or as part of a bigger document. Evelyn said it is part of OSBA's report that contains the numbers. Hazel said the report should contain a paragraph about the Committee's conclusions and recommendations, rather than having the BCC scan through the whole report.

There was a long discussion about the drop in M/WBE participation and writing a letter to the BCC about employee accountability for meeting goals and the possibility that PBC is participating in passive discrimination by not utilizing M/WBEs. Hazel said we have to find out why contracts are not going to M/WBEs. Is it discrimination or a lack of availability or lack of interest? We will conduct town hall meetings and a survey in the minority communities to let people tell us why, before we yell discrimination. We need to make sure that minorities continue to participate, and if they are not, is it by choice or because they feel discriminated against?

Evelyn asked for a Motion to draft a letter to the BCC requesting that OSBA be provided participation numbers on a monthly basis: moved by Paul, seconded by Raoul; unanimously approved that the Committee will draft a letter to the BCC.

Evelyn said we will continue discussing Committee goals at the next meeting.

New Business: Paul proposed that this Committee research the County having a three-year small business initiative by bundling of goods and services which creates access to larger contracts. He said there is proof that there are existing arrangements in County procurement that this works, for example the JOC Program. This could carve out 6% of total County procurement. Pam said this is a very tenuous subject. A consultant hired by Administration at sunset suggested a sheltered market program, which was rejected as a set-aside. Paul said this would not be a set-aside.

Public Comments: There were none.

Adjournment: Evelyn adjourned the meeting at 9:40 a.m.

**Next meeting: Wednesday, March 22, 2006 at 8:00 a.m. at the OSBA office.**