

**IPC Board Meeting
October 6, 2020
Microsoft Teams**

Attendance: Breanna Allen, Rachel Morgan, Jeff Rea, Larry King, Michael Morris, Kara Boyles, Takesha McClane, Murray Miller, Bilijah Williams

Called to Order: 5:02 pm

- Approval of Agenda
 - Moved by Takesha, 2nd by Jeff Rea
- Approval of Minutes
 - Moved by Jeff Rea, 2nd by Michael Morris
- City Report-Larry King
 - Approve purchase orders as they come to que
 - Meeting with Public Works teams and others every few weeks.
 - Virtual Labs will continue
 - The labs now will be streamed live on Monday's via Diversity Facebook page
- Public Works-Kara Boyles
 - 7.5 million construction bids first two quarters
 - 10.7 million dollars in the last two quarters
 - 41% of minority bids (subbed out or awarded directly to a M/WBE)
- Procurement Update-Micheal Schmidt
 - \$5 million in total spend for month of September, purchase orders and purchase card activity
 - \$534,000 went to vendors that are classified M/WBE, direct payments only by the city.
 - 4.97% spend of this month is M/WBE firms
 - Still working to get DFO system updated of vendors who are certified
 - \$1.9 million in W/WBE Purchase orders issued since DFO system was launched (May 1, 2020)
 - Public Works and Micheal Patton team are working to keep track of subcontractor payments.
- Legal Update- Jenna Throw
 - City has sought information from 2019 disparity study
 - The attorney has responded to the request
 - The city is reviewing the attorneys information within the frame of the law
 - Plan to have more information to share next board meeting

New Business

- New Officers (President, Vice President, Secretary)
- Motion to vote on new officers, Moved by?, 2nd by: Rachel Tomas Morgan
- **Secretary Position: Breanna Allen**

- Moved by Takesha, 2nd by Kara
- **Vice President Position-Jeff Rea**
 - Motion by Rachel Tomas Morgan, 2nd Takesha McClane
- **President- Bilijah Williams**
 - Motion by Bilijah for Takesha, Takesha declined
 - Bilijah is nominated by Takesha

Diversity & Inclusion Update: Michael Patton

- Office created a letter to all departments supervisors to reach out to Larry when there is need for contracting and service opportunity where the office can share M/WBE contractor information.
- Small business assistance suite has been created to support businesses
- Resiliency grant awarded \$5,000 (Cares Act Funding) to 60 businesses for assistance from the pandemic crisis.
 - Small businesses and M/WBE's received this funding
- Drive in Movie Night, Black Panther (Saturday, Oct. 10th)
- There is a need to purchase additional compliance software that would benefit with tracking of M/WBE contractors)
- Looking into the following software systems: Prism or B2GNow

Announcements

- Michael Patton recognized Jenna Throw for her tremendous support of the Diversity and Inclusion
 - Additional recognition of appreciation for Eric Horvath, Kara Boyles, and Michael Schmidt
- If members have individuals they would like to recommend to fill Takesha's open role.

Adjourned: 5:53pm