

# Inclusive Procurement and Contracting Board

## Meeting Minutes

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**Date:** May 4, 2021    **Time:** 5:00 pm    **Location:** Microsoft Teams (Virtual)

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- I. Call to Order- The IPC Board is now called to order on May 4, 2021 @ 5pm
- II. Roll Call, Breanna Allen
  - PRESENT: Alkeyna Adridge, Keana Baylis, Larry King, Murray Miller, Bilijah Williams, Rachel Tomas Morgan, Breanna Allen, Kara Boyles, Michael Morris
  - ABSENT: Jeff Rea, Kara Boyles, Juan Hernandez
- III. Approval of the Minutes
- IV. Diversity Officer- Michael Patton
  - Personnel and Finance Committee Meeting May 3<sup>rd</sup> Conclusion
    - Favorable recommendation to untable the bill
    - May 10th at 7pm is new date, all is invited to attend
    - Thank you to all IPC Board Members, Council Members, Legal Counsel, all departments that attended
    - Will continue to invite members to meetings
  - B2GNOW
    - Thank POC: Larry King
    - There is a team leading Diversity Team
    - Ready to go live May 24th
      - Training is still in progress with staff and community
    - Plan to have DFO quarterly report sent to board for review
  - 1<sup>st</sup> Quarter 2021 Inclusion Contracting Procurement Report
    - In process- To be presented in June's IPC Board Meeting
    - Implementation of the 2019 ordinance and project plan are working well for the Diversity Office.
    - Public works has been able to use the updated data from the disparity study

## V. Board of Public Works- Kara Boyles

- Update on MWBE contracts awarded by BPW
  - Contract goals are being set
  - Project have been bid with goals set
  - Working with Larry to make sure compliance is taken care of
  - There are active contracts (interim process in place until B2G Now goes live)
  - Can provide additional information on bids and awards for 2nd quarter
    - Goal setting has impacted bids and awards. There were challenges and it is suggested to collaborate to provide training for vendors and community.

## VI. Procurement- Michael Schmidt

- Update on MWBE Goods and Services contracts awarded by Procurement
  - Still working through new operating system, and how to best get data that is accurate on MWBE spends
  - Engineers are working with city leaders to be able to drill down to detail data for access for the public (by the end of 2nd quarter)-part of city's transparency
  - Minority Owned YTD: \$245, 140.70, Women Owned YTD: \$548, 626.60, Women Owned April Spending \$194, 518.10, Minority Owned April Spending \$40,132.39
  - No engagements with MNet (typical large spend with minority business), Engagement with Slay Tile Roofing increased Women Owned (not a certified business) over \$100,000 spent during the month of April.

## VII. Old Business- (TBD)

- Feedback on 2020 Annual Inclusion Contracting Procurement Report
  - No feedback from the board
- Memorandum regarding House Bill 1437- Jenna Throw

- New Law recently passed: Governor signed, HB1437 expands requirements for virtual meetings. Prior to COVID laws of virtual meetings were limited. The law expands the previous limitations.
- Virtual formats will be permissible for board members and community as long as they are to communicate simultaneously. Teams is the preferred platform to host virtual meetings.
- Technological failure that prevents board or community members would not affect the validity or the effect of the board as long as the remaining fulfill the quorum.
- Statute will include how boards will hand virtual formats.
- Meeting minutes should include who attends virtually or in-person
- All votes should be taken by roll call vote in an electronic format

## VIII. New Business

- Proposed new meeting date due to Memorial Day Holiday June 8, 2021 @ 5 PM w/ acception of quarterly report
  - Moved by: Rachel Tomas Morgan
  - 2nd by: Larry King
  - Roll Call Vote: Kara Boyles-Y, Larry King-Y, Murray Miller-Y, Alkeyna Adridge-Y, Keana Baylis, Bilijah Williams, Rachel Tomas Morgan Y-, Breanna Allen-Y, Michael Morris-Y
- July & August Recess Return: Due to Labor Day Holiday September 14, 2021 @ 5 PM
  - Moved by Michael Morris
  - 2nd by: Rachel Tomas Morgan
  - Roll Call Vote: Larry King-Y, Murray Miller-Y, Alkeyna Adridge-Y, Keana Baylis, Bilijah Williams, Rachel Tomas Morgan Y-, Breanna Allen-Y, Michael Morris-Y
- Next Steps regarding Ordinance & Program Plan
  - The Diversity Office is looking forward to presenting to the council May 10th.
- Establishing Guidelines for the Privilege of the Floor

## IX. Announcements:

### X. Floor open to the Public

### XI. Adjournment- Vote 6:45pm

Moved by: Murray Miller

2nd by: Michael Morris

# Notes and Action Items

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