

Inclusive Procurement and Contracting Board Meeting Minutes

Date: February 7th, 2023, Time: 5:30 pm Location: Microsoft Teams (Virtual) & TRC 1165 Franklin Street, Suite 100, South Bend, IN 46601

Link: <https://tinyurl.com/3n4r6r6x>

❖ **Call to Order-** The IPC Board Committee is now called to order on February 7th, 2023, @ 5:30 p.m.

- COMMITTEE MEMBERS PRESENT Jeff Rea, Wilbur Boggs, Antonius Northern, Michael Morris, Murray Miller, Karen White Goyzueta
- COMMITTEE MEMBERS PRESENT VIRTUALLY:
- DIVERSITY & INCLUSION: Deniz Kaya
- LEGAL: Michael Schmidt
- PUBLIC WORKS:
- COMMITTEE MEMBERS ABSENT: Keana Baylis, Kara Boyles, Breanna Allen

❖ **Approval of Minutes:** A motion was made by Jeff Rae to approve the January minutes. The motion was seconded by Michael Schmidt- everyone approved

Notes & Action Items

Public Works/ Procurement: Michael Schmidt serves as a representative for the missing members and reports.

- ❖ Kacy Gergely (South Bend Chief of Staff), Schmidt, and Boyle are still the compliance administrators due to the vacancy in the role.
- ❖ Requests to hear any ideas on who can fill this position soon
 - Individual should have a rich understanding of the position and the IPC's role
- ❖ How can we reach out to the businesses that need to work with the city?
- ❖ Morris: expressed frustration that we could not meet the goal #s.
 - One way to do this would be to have a pipeline (such a mentorship protégé program), but there is no structure yet
 - We need to stop current programs and focus on the main pipeline for diversifying spending- a mentorship protégé program
- ❖ Thomas-Morgan: feels that it is very helpful for the board to know that this program is so important
- ❖ Morris: we (the city) should be collaborating with Notre Dame
 - Procurement needs to blend with ND and identify needs
- ❖ Discussion of future disparity study will expose what areas of need exist and where procurement needs to target them

Office of Diversity & Inclusion: Deniz Kaya presents 2022 Mentorship Protégé report

- ❖ Results are discussed amongst members of the board, and everyone agrees that the next program needs to produce better matches with more contracts

Public Works/ Procurement: Michael Schmidt with spending report for end of 2022

- ❖ Rea notes that 29% are local businesses but the other 71% are not
- ❖ \$2.2 million spent on subcontractors that were certified and \$7 million went to WMBEs
- ❖ Northern: spend with Meticulous have 659k this year- this is good
- ❖ Schmidt: there is a progress to be noted in the numbers
- ❖ Discussion if we should be counting professional services towards the goal since they are not a contracting spend
- ❖ 80% of PW spend will go towards the goal, but Boyles is not here to discuss this.
- ❖ Any further discussion is halted for the next meeting.

Antonius Northern moves to adjourn the meeting and Michael Schmidt seconds the notion.