

Inclusive Procurement and Contracting Board Meeting Minutes

Date: August 19, 2025 | Time: 5:3 pm | Location: Microsoft Teams (Virtual) & TRC
1165 Franklin Street, Suite 100, South Bend, IN 46601

Link: <https://tinyurl.com/ipcboardmeeting>

❖ **Call to Order- The IPC Board is now called to order on August 19, 2025 at 5:36 p.m.**

- **BOARD MEMBERS PRESENT:** Murray Miller, Reasha Donaldson, Gemma Stanton, Wilbur Boggs, Rosa Tomas
- **BOARD MEMBERS PRESENT VIRTUALLY:** Micheal Morris, Rachel Tomas-Morgan, Breanna Allen
- **DIVERSITY & INCLUSION:** Bianca Jones, Michael Szymanski
- **PURCHASING:**
- **LEGAL:** Michael Schmidt
- **INNOVATION & TECHNOLOGY:**
- **MAYOR'S OFFICE:** Darryl Scott
- **BOARD MEMBERS ABSENT:**



Approval of Minutes:

April meeting minutes- Boggs motions for approval - Miller seconded.
All Ayes no Nays

I. Action Items -

- II. Procurement** – Jones reported a total spend of \$109,586,021 from January to July 2025. Out of the total spend, \$4,564,165 was spent with minority and women-owned businesses, representing 4.2% of the total spend.

\$810,144 on MBE

\$149,540 on WBE

\$46,437 on MBE and WBE

\$3,558,044 on Self-reported

The certified spend was 0.9% of the total spend.

Boggs mentioned that .9% is far under the far below the goal of 6%

In public works spending, \$13,532,956 was spent of that total spend \$2,044,830 was spent with MBE/WBE resulting in a 15.1% utilization rate.

\$1,286,707 on MBE

\$693,523 on WBE

\$64,600 on MWBE

Regional Spend: The report highlighted that 67.67% of the total eligible spending was regional, while 32.33% was outside the region.

Scott inquired about the year over year spend with M/WBEs for overall spend.

Stanton inquired about the grants being listed. Jones stated she's working with the appropriate parties to get them removed.

Miller asked about Perry Vine, a local MBE wine company, being sold at the Morris. Schmidt stated that we could possibly make this partnership work.

III. DPW:

Szymanski presented the DPW report:

One bid was awarded at the July BPW meeting –
2025 Contractor Paving Round 2

Awarded to Reith Riley for \$2,196,300.

MBE Goal – 4.27%

WBE Goal – 6.09%

One project completion –

Demolition 215 Johnson St. – Green Demolition

Final Amount - \$54,800

MBE goal was 2.75% - they ended with 18.2%

WBE goal was 5.75% - they ended with 0%

IV. Office of Diversity and Inclusion:

Jones discussed ODI Supplier Access Summit which will take place on October 9th.

This summit will incorporate educational panel discussion, pitch competition and exhibitor space. There will also be awards for those who are supporting in the supplier diversity space.

Tomas-Morgan left at 6:02 pm

Jones stated the ODI's current target for this last iteration of the MBE/WBE Workshop was businesses that are on the current spend list as self-reported businesses. We called and emailed only 4 vendors signed up. Boggs asked if it would be possible to remove the self-reported. Schmidt stated that the Mayor's office wanted to take account of all spend with our M/Ws regardless of certification status. Allen inquired if could possibly make to amend the

ordinance to reflect self-reported. Schmidt stated it is possible to amend the ordinance. Stanton mentioned it may be helpful to inform businesses when they are filling out the vendor registration form.

Jones touched on the LinkedIn Launchpad that taught businesses how to leverage their profiles for professional use as well as a complementary professional headshot.

Jones final touch point was the ODI 2026 budget showed to be down 46% ,however, the 46% is reallocation of some programs and a salary using other funding sources. Overall all city departments were asked to reduce their budget by 5% ours looks substantial because of the funding source adjustments.

Jones touched on her and Michael Schmidt conversation with Jeff Rea and thoughts on how workforce could be a component that we can explore. Just thinking about ways to make an impact with more profound results.

Miller asked for a copy of the budget. Jones stated that she does not have a copy of the proposed budget but it is public.

Jones asked the board if there were any events that the board knows of that we can be present at. Allen and Morris extended invitations to their respective events.

V. New Business:

VI. Old Business:

VII. **Announcements:**

VIII. Floor Open to the Public -

Adjournment :

Boggs motioned for adjournment there was a second

