

Governor’s Commission on Minority and Women’s Business Enterprises

IGCS, Conf. Room C, 302 W. Washington St., Indianapolis, IN 46204

Friday, February 28, 2020 | 1:00 – 3:00 p.m. EST

Meeting Minutes

I. Call to Order

Chairman Wilson called the meeting to order Friday, February 28, 2020 at 1:02 p.m. EST.

II. Roll Call

Kesha Rich took roll call. Those members present were:

Gregory L. Wilson Chairman	Lesley Crane Indiana Department of Administration – Commissioner	Maia Siprashvili Division of Supplier Diversity Deputy Commissioner	John Bartlett State Representative
Elizabeth Kiefner Crawford Indiana Department of Transportation Representative	Cassandra Wilson* Central Representative	Frances Vega-Steele Northern Representative	Litany Pyle Central Representative
Remo Mezetta Central Representative	Rebecca Kubacki* Northern Representative	Vicki Holinders (Designee) Indiana Small Business Development Center	Ellen Dunnigan Central Representative

*Present via teleconference

III. Establish quorum

Having 10 voting members, a quorum was established for the meeting.

IV. State Educational Institution (SEI) Reports

Each SEI gave a brief overview of their overall goals and utilization percentages for the quarter.

The SEIs that presented their reports were:

- Ball State University: MBE: 17.02%, WBE: 1.75%, IVOSB: 0.08%
- Purdue University: MBE: 2.58%, WBE: 3.03%, IVOSB: 0.27%
- Indiana State University: MBE: 0.46%, WBE: 0.34%, IVOSB: 0.00%
- Vincennes University: MBE: 0.07%, WBE: 7.15%, IVOSB: 0.30%
- Indiana University: MBE: 8.23%, WBE: 13.42%, IVOSB: 2.83%
- Ivy Tech Community College: MBE: 7.88%, WBE: 5.56%, IVOSB: 0.05%
- University of Southern Indiana: MBE: 7.28%, WBE: 1.88%, IVOSB: 6.45%

V. Disparity Study Report

Dr. Sameer Bawa of BBC Research provided the Commission with an update on the progress of the Indiana Department of Administration Disparity Study.

VI. Deputy Commissioner's Report

Maia Siprashvili, Deputy Commissioner of the Division of Supplier Diversity gave a general overview of 1st quarter 2020. The report included:

- Overview of the creation of the Division, MBE/WBE/IVOSB participation goals and the three (3) main functions of the Division: certification, contract compliance and business outreach.
- Overview of the Division's organizational chart and MBE/WBE/IVOSB participation goals.
- Certification review which highlighted the Division's average days to process MBE/WBE/IVOSB certifications remain under the 90 requirement:
- Continuation of the 2020 goals for certification which include: the Electronic Certification project and revisions to the certification application.
- Compliance review that identified the continue collaboration with the IDOA Procurement Division, remain proactive in contract auditing, Preparation Meeting Opportunity workshop, visibility on IDOA's Public Works Division bids and contracts, and improved reporting system on primary and subcontractor participation.
- Business outreach update that addressed plans for the **2020 Business Outreach Strategy,- Seeing the Big Picture**, New Deputy Director of Business Development and Outreach, more partnerships and joint events, securing sponsorships from SEIs .
- Review of the 2020 Disparity Study timeline and projected deliverables.

VII. Certification Update

Ralph Adams, Deputy Director of Certification gave a general overview of certification data for the 1st quarter 2020:

- Provided comparative numbers of 2019 4th quarter to 2020 1st quarter new incoming MBE/WBE applications (63), recertification applications (42), applications completed (87), preliminary denials issued (5), applications denied (0) and average processing time (32.7 days).
- Reported MBE and WBE new applications received and recertification's received 2019 4th quarter to 2020 1st quarter.
- Reported the data for total certified firms: 2019 4th quarter to 2020 1st quarter.
- Reported the data for the number of certified MBE and WBE firms by ethnicity.
- Provided comparative numbers of 2019 4th quarter to 2020 1st quarter new incoming IVOSB applications (15), recertification applications (3), applications completed (17) and average processing time (13 days).

VIII. Deputy Director of Business Development and Compliance's Report

Kesha Rich, the Deputy Director of Contract Compliance gave a general review of Compliance and Outreach in the 1st quarter 2020:

- Provided a compliance update that reported 8 INDOT Good Faith Effort Reviews were conducted in the 1st quarter – 24 were granted and 0 were not granted; Division of Supplier Diversity attended 8 pre-proposal meetings and tracked 3 RFP's with MBE/WBE participation.
- Reported that there was 0 payment/utilization issue and 3 subcontractor replacements on statewide contracts.
- Reported the payments made to M/WBE subcontractors: Committed - MBE \$2,622,859,266.51; WBE \$2,356,188,240.15; Paid to date - MBE \$24,169,230.89; WBE \$22,632,828.85.
- Reported the payments made to commitment goals- percentage of : Committed - MBE 5.43%, WBE 5.64%, Paid to date - MBE 3.11%, WBE 3.03%.
- Reviewed the Division's outreach activities that detailed 8 outreach events, 1 of which was the

IDOA and Purdue University Certified Growth Workshop on February 11th. Also detailed projected outreach events and participation.

- Discussed the remaining 2020 Commission Meeting dates.

IX. Deputy Commissioner of Procurement's Report

Erin Kellam, Deputy Commissioner of Procurement, gave a general overview of procurement report:

- X.** Reviewed the **total** 2019 certified prime spend data and payments made to prime contractors and the top 100 state contracts.

XI. INDOT DBE Program Update

Elizabeth Kiefner Crawford presented the Indiana Department of Transportation DBE program update. She provided an update on certification, contract compliance and support services. She reported certification statistics, including number of certified firms. She also included updates on current and future INDOT projects in relation to their supplier diversity goals.

XII. Public Comments

PUBLIC COMMENTATORS:

NO PUBLIC COMMENTATORS.

XIII. Adjourn

Chairman Wilson adjourned the meeting Friday, February 28, 2020, 3:04 p.m. EST