

**Governor’s Commission on Supplier Diversity**  
 Conference Room C  
 302 W. Washington Street, Indianapolis, IN 46204  
**Monday, September 11, 2023 | 1:00 p.m. – 3:00 p.m.**

**Meeting Minutes**

**I. Call to Order**

Chairman Wilson called the meeting to order Monday, September 11, 2023, at 1:00p.m. EST.

**II. Roll Call**

Graham Melendez, Director of Business Development and Outreach, took roll call.

Those members present were:

Gregory L. Wilson – Chairman	Dr. Rebecca Holwerda – Indiana Department of Administration Commissioner	Kesha Rich – Division of Supplier Diversity Deputy Commissioner	Greg Taylor – State Senator
Joanna King – Indiana General Assembly	John Bartlett – State Representative	Frances Vega-Steele – Northern Representative	Rebecca Kubacki – Northern Representative
Remo Mezzetta – Central Representative	Christine Jeffers – Indiana Small Business Development Center	Ellen Dunnigan – Central Representative	

Note – Commissioners Ellen Dunnigan and Remo Mezzetta attended via teleconference.

**Establish quorum**

Having 7 voting members, a quorum was established for the meeting.

**III. Adoption of Past Minutes**

Chairman Wilson entertained a motion to adopt the minutes from the June Q2 Meeting.

The motion was unanimously passed, and the Governor’s Commission on Supplier Diversity Meeting Minutes were adopted.

**IV. Adoption of the Report of the Governor’s Commission on Supplier Diversity**

Chairman Wilson entertained a motion to adopt the September 2023 Report of the Governor’s Commission on Supplier Diversity.

The motion was unanimously passed on adopting the September 2023 Report of the Governor's Commission on Supplier Diversity.

**V. MBE/WBE/IVOSB Vendor Presentations**

Selected vendors pitched their businesses and gave brief presentations to the Governor's Commission on Supplier Diversity that met the following criteria:

1. Be certified with the IDOA as an MBE, WBE, or IVOSB.
2. Not have had any contracts with either the State of Indiana or the SEIs.
3. Willing to participate on State or SEI contracts.
4. Willing to travel for an in-person presentation at the Governor's Commission on Supplier Diversity Meeting.

**VI. 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:

- Indiana State University: MBE 2.09%, WBE 8.94%, IVOSB 0.39%
- Purdue University: MBE 3.67%, WBE 6.38%, IVOSB 0.84%
- Ivy Tech Community College: MBE 4.77%, WBE 5.45%, IVOSB 2.17%
- University of Southern Indiana: MBE 8.21%, WBE 13.47%, IVOSB 1.31%
- Vincennes University: MBE 4.53%, WBE 18.50%, IVOSB 3.38%
- Ball State University: MBE 2.25%, WBE 5.91%, IVOSB 1.16%
- Indiana University: MBE 10.68%, WBE 8.53%, IVOSB 0.76%

**VII. Deputy Commissioner's Report**

Kesha Rich, Deputy Commissioner of the Division of Supplier Diversity, gave a general overview of the 3<sup>rd</sup> quarter 2023. The report included:

- Certification Updates
  - Average days to process the MBE/WBE/IVOSB certification files has been stably below the ninety (90) day requirement.
  - Compared to this timeframe last year, our total number of applications received have increased from 407 to 788. That is a 94% increase.
  - Compared to this timeframe last year, our total number of certified vendors is having increased from 2,562 to 2,634. That is a 3% increase.
  - From January – August the DSD certification team has processed and certified/recertified 622 vendor applications.
- Compliance Updates
  - Continue to proactively audit contracts every month
  - IDOA DSD is the final approval authority on requests to change the MBE/WBE and IVOSB subcontract participation plan
  - DSD attends pre-proposal meetings to raise awareness about the MBE/WBE/IVOSB utilization process
  - DSD will be hosting its bi-monthly Pay Audit Webinar on September 20<sup>th</sup> at 1 p.m.
- Business Outreach Updates
  - Hosted 18 in-person & virtual events with 847 attendees.
  - Attended 52 in-person and virtual partner events.
  - 17 events where DSD presented on certification.
  - Outreach was invited to have an exhibitor space by OMWBD and IAA at the Reverse Trade Show on August 31, 2023.
  - Team will be traveling to Muncie, IN on September 29, 2023, for the BSU Diversity Vendor Fair.
  - DSD will be hosting the 15th Annual Business Conference - Taking You to the Next Level on October 13, 2023.

**VIII. Public Comments**

Chairman Wilson asked for public comments from the floor.

Public Commentators:

- Erin Ridout
- Michael Barnett
- Jonathan Warren
- Donita Mudd
- Victoria Davis
- Marie Davis

No Further Public Commentators

**IX. Adjourn**

Chairman Wilson adjourned the meeting Monday, September 11, 2023, at 2:42 p.m. EST.