

EQUAL BUSINESS OPPORTUNITY COMMISSION

August 4, 2015

<i>AGENDA ITEM</i>	<i>DISCUSSION</i>	<i>ACTION</i>
Greetings & Welcome	Richard Hackney called the meeting to order. New commissioner Barry Curtis was introduced to the commission. He is the representative from the Board of Directors of the Economic Development Authority.	Meeting called to order at 9:00 a.m.
Minutes: April 7, 2015	Richard Hackney called for approval of Minutes. Roger Barnes moved that the Minutes be approved; the motion was seconded by Knowlton Atterbeary.	Unanimously approved
Certifications: April 7, 2015 through August 4, 2015	The commissioners reviewed the applications. Mahesh pointed out that the list of applications for this period included three Disabled Business Enterprises. This is a result of the recent outreach that was done to reach out to this group of businesses. He added that now a total of five DBE firms have applied for certification. Roger Barnes moved that the applications be approved; the motion was seconded by Knowlton Atterbeary.	Unanimously approved
Purchasing Report	<p>Mahesh presented the Purchasing Report which included statistics for FY 2015.</p> <p>Roger Barnes asked if there were any programs wherein the firms that were granted EBO waivers were paired with potential EBO firms so as to mentor them. Mahesh answered that there weren't any Mentor Protégé programs in place, but he works with primes that request EBO waivers and attempts to share any available EBO firms that they can reach out to develop potential subcontracting relationships.</p> <p>Knowlton Atterbeary stated that since the number of waivers being granted has been a source of discussion for a long time; he suggested that the commissioners discuss EBO waivers in detail at a future meeting. Mahesh mentioned that he will plan to include in the agenda the discussion on the waiver process at a meeting in the near future. Knowlton Atterbeary added that he would discuss this with Richard Hackney to assure that the right subjects are brought to light and addressed at that meeting. He also asked how aggressive the County is at seeking MBE firms for the program and pointed that there are a lot of businesses that do not know about Howard County's EBO program.</p> <p>Barry Curtis asked if there was a way to identify non certified companies being used by</p>	

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	<p>primes and to get them certified. Mahesh responded that he checks with all primes that request EBO waivers to see if they have any suppliers or contractors that they are engaged in doing business with that might be used to meet the EBO goal. He added that he has assisted several such non certified firms to get certified in the EBO program, which aids the prime in meeting the EBO goal partially or fully, and has also reduced the number of waivers.</p> <p>Barry Curtis asked what percent of primes that get waivers are MBE firms. Mahesh mentioned that there weren't many, maybe just a couple or so. He added that all firms (minority and non-minority) are expected to meet the EBO subcontracting goal as per the County EBO program policy. When a waiver request is reviewed and granted, the MBE status of the prime is not considered, only the scope of work is considered to determine if there might be subcontracting opportunities, and if the waiver request is justifiable or not. Barry Curtis pointed out that because some of the minority companies are small, using another MBE firm often results in using a competitor. The commissioners agreed that it is often a financial liability for small businesses to use other MBE companies.</p> <p>PDQ Card Purchases Report: A report on the business category descriptions of PDQ card purchases for FY 2015 2nd Quarter was requested in a previous meeting. Mahesh shared this report with the commissioners. Knowlton Atterbeary questioned as to the large number of transactions with women-owned businesses as compared to other EBO types. Mahesh explained that this probably was due to the purchase of office supplies with a women-owned business (Rudolph's Office and Computer Supply, Inc.).</p> <p>Mahesh told the Commissioners that he is in the process of putting the FY 15 EBOC Annual Report together. Mr. Hackney has reviewed the initial draft. Mahesh is currently awaiting information from the Howard County Economic Development Authority to incorporate into the report.</p>	
Member Comments	Roger Barnes told the commissioners that he serves on the Board of a non-profit called the African American Community Roundtable (AACR). He is the Chairman of their Economic Development Committee, they have just developed a comprehensive program to help small,	

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	<p>minority and women-owned businesses build business capacity and become stronger resources for the larger prime contractors. He mentioned that if minority firms can be strengthened and gain better training, the extent of waivers currently requested by primes may decline over the long-term for purchases within Howard County. These firms may also become greater participants in the business opportunities presented by county purchasing. The program starts on September 29, 2015 and lasts for 8 weeks. There will also be a vendor fair. He asked Mahesh if Howard County can promote this EBO opportunity and attend the vendor fair. He will email the information to Mahesh. Knowlton Atterbeary asked if this would provide an opportunity to vendors to meet individually with someone to get specific information. Roger Barnes said it will be a booth type setting and vendors will be able to gather information and meet people from various organizations. Mahesh will share the information received from Roger Barnes to the County EBO database.</p>	
<p>Adjournment of Meeting by Chairperson at 9:48 am</p>	<p>Mahesh gave out Howard County Fair tickets to the commissioners. He will mail the tickets to the members not present at this meeting.</p> <p>Next EBOC Meeting scheduled for October 6, 2015 at 9:00 a.m.</p>	

EBOC MEMBER ATTENDEES:

1. Richard Hackney
2. Roger Barnes
3. Barry Curtis
4. Knowlton Atterbeary
5. Margaret Kim (conference call)
6. Tajuddin Sabree (conference call)
7. Angela Cash (conference call)
8. Nathaniel Alston (conference call)
9. Nancy Briguglio (conference call)

ABSENT:

1. Shahan Rizvi

NON-MEMBER ATTENDEES:

1. Mahesh Sabnani
2. Robin Fewell
3. Dean Hof
4. Constance Tucker (absent)
5. Darla Herbold (absent)

8/4/15