

EQUAL BUSINESS OPPORTUNITY COMMISSION

February 2, 2016

<i>AGENDA ITEM</i>	<i>DISCUSSION</i>	<i>ACTION</i>
	Darla Herbold called the meeting to order.	Meeting called to order at 9:08 a.m.
Minutes: October 6, 2015 and December 1, 2015	Darla Herbold called for approval of the Minutes. Roger Barnes moved that the both the Minutes be approved; the motion was seconded by Nathaniel Alston.	Unanimously approved
Certifications: October 6, 2015 through February 2, 2016	<p>Darla Herbold called for the commissioners to review the applications. Nathaniel Alston moved that the applications be approved; the motion was seconded by Roger Barnes.</p> <p>Barry Curtis asked if Maryland based businesses were given any preferences while reviewing applications as compared to out-of-state businesses. Mahesh mentioned that the County's EBO program did not have any geographic boundaries and each application is reviewed using same eligibility evaluation criteria.</p> <p>Barry Curtis also asked for clarity on the review column which contains Commissioner names. Mahesh explained that the name indicates the Commissioner who reviewed the application. If there is no name, the firm is MDOT certified. Darla added that EBOC Commissioners volunteer to review applications annually. Mahesh mentioned that currently Roger Barnes, Nancy Briguglio and Margaret Kim were reviewing applications. Barry Curtis and Shahan Rizvi volunteered to review applications if more help is needed.</p>	Unanimously approved.
Election of Officers: EBOC Chair & Vice-Chair for 2016	<p>Election of the Chair and Vice-Chair of the Commission took place at the meeting.</p> <p>Official Results: Chair: Nathaniel Alston - elected unanimously Vice-Chair: Nancy Briguglio - elected unanimously</p>	

EQUAL BUSINESS OPPORTUNITY COMMISSION

February 2, 2016

<i>AGENDA ITEM</i>	<i>DISCUSSION</i>	<i>ACTION</i>
Purchasing Reports	<p>Purchasing Reports presented by Mahesh Sabnani with explanations:</p> <ul style="list-style-type: none">• EBO Utilization - FY 2016 2nd Quarter• EBO Waivers - FY 2016 2nd Quarter <p>Waiver Report (Discussion):</p> <p>Nathaniel Alston questioned some of the waivers on the report. Roger Barnes pointed out that vendors should be encouraged to contact minority businesses before they submit bids. Nancy Briguglio asked if there is any way for the Commissioners to discuss the waivers before they are approved. She said the granting of waivers should be a team effort and not granted until the requests for waivers are reviewed by the Commission. Shahan Rizvi asked if the Commissioners could review the waiver requests before they were approved. Darla responded that considering the frequency with which this commission meets, it would not be practicable to hold up bid awards for that long. She added that it was a team effort; she and Mahesh review each waiver request. Mahesh does contact the vendors that request waivers, to see if there were any opportunities for EBO participation. Considerations are given to various factors, such as the scope of work and availability of EBO vendors.</p> <p>Roger Barnes suggested that prime vendors should establish mentoring programs to train EBO subcontractors. Darla Herbold pointed out that training might create another competitor for the company that did the training. Nathaniel Alston said that companies outside of Maryland should be scrutinized more than Maryland based companies because they would not be as familiar with the contracting environment in Maryland. It also serves as an advantage to have a local partner in the State. Barry Curtis pointed out that the size of the company and the value of the contract would also play a role in efforts of some companies to find minority businesses.</p> <p>Nathaniel Alston pointed out two vendors in particular that were granted waivers (Standard Insurance Company and Gallagher Asphalt Corporation). Darla mentioned that a reconsideration and follow up will be made on these two waivers to determine any EBO opportunities that might be available. The Commission will be briefed on this follow-up.</p>	

EQUAL BUSINESS OPPORTUNITY COMMISSION

February 2, 2016

<i>AGENDA ITEM</i>	<i>DISCUSSION</i>	<i>ACTION</i>
	<p>EBO Certification Workshop Mahesh briefed the Commissioners on the recently held Minority Certification Workshop on December 09, 2015 at the Robinson Nature Center. The County partnered with the State of Maryland, Department of Transportation (MDOT), Office of Minority Business Enterprise and the Small Business Administration (SBA) for this workshop. The workshop featured information on the application process, eligibility standards, and certification benefits for local Howard County EBO, State MBE and Federal SBA 8(a) certification programs. The workshop was well attended with about 45 minority businesses in attendance. Nancy Briguglio attended the event and thought the information presented was a good learning curve for the participants.</p>	
Member Comments	Darla announced to the Commissioners that the Maryland Washington Minority Companies Association (MWMCA) will be recognizing Mahesh Sabnani and Howard County's Equal Business Opportunity Program in their upcoming newsletter. An article featuring an interview will be published online next week.	
Adjournment of Meeting at 9:56 am	Next regular EBOC Meeting scheduled for April 5, 2016 at 9:00 a.m.	

EBOC MEMBER ATTENDEES:

1. Nathaniel Alston
2. Roger Barnes
3. Barry Curtis (conference call)
4. Shahan Rizvi (conference call)
5. Margaret Kim (conference call)
6. Nancy Briguglio

ABSENT:

1. Tajuddin Sabree
2. Angela Cash

NON-MEMBER ATTENDEES:

1. Mahesh Sabnani
2. Constance Tucker
3. Darla Herbold
4. Robin Fewell

2/8/16