

**Business Enterprise Program Council for Minorities,
Females and Persons with Disabilities Meeting**

MONTHLY COUNCIL MEETING MINUTES

100 W. Randolph
Room 2-025
Chicago, IL 60602

401 S. Spring St.
Room 500 1/2
Springfield, IL 62706

Monday, January 23, 2012 - 1:30 P.M

COUNCIL MEMBERS IN ATTENDANCE

Malcolm Weems, Chairman
Paul Cerpa, Secretary
Omar Duque
Alesia Hawkins
Beth Doria
Florence Cox
Nelida Smyser Deleon
Richard R Boykin

Charles Lynn Lowder
Perry Nakachi
Lynne Marie Turner
Fred Coleman
Jesse Martinez
Charisee Witherspoon
Larry D Ivory
Rodney Lewis

COUNCIL MEMBERS NOT IN ATTENDANCE

Hedy Ratner

COUNCIL SECRETARY

Paul Cerpa, BEP/ Deputy Director

CMS STAFF IN ATTENDANCE

Tasha Green Cruzat
Philina King
Nadine Lacombe
Sharla Roberts
Gladys Rodriguez
Roger Nondorf
Norma Sutton
Ngozi Okerafor

Harry Reinhard, CMS
Chimaobi Enyia
Agueda Corona
Carlos Gutierrez
Elias Ricks Ngwayah II
Susan Hartman
Ellen Daley

OTHERS IN ATTENDANCE

Sharron Matthews
M. Caldwell
Margret Van Dijk
Kristine Callanta, IPA

Kacy Bassett
Carlos Charneco
Darryl Harris
Dan Johnson

AGENDA

1.0 Call to Order

2.0 Roll Call

3.0 Approval of the Minutes of the Council Orientation Meeting held on October 24, 2011

4.0 Chair's Report

5.0 Posted Business

6.0 Unfinished Business

6.1 Committee Updates

A. Exemption/Compliance Committee

B. Bonding Committee

C. Professional Services

D. Policy/Enforcement Committee

7.0 New Business

8.0 Adjournment

1.0 Call To Order

Chairman Weems called the January Business Enterprise Program (BEP) Council meeting to order.

2.0 Roll Call

2.1 Council Secretary Paul Cerpa took the roll call and announced that a quorum has been obtained.

3.0 Approval of the Minutes of the Council Meeting held in November, 2011

3.1 With a quorum established, a vote on the November minutes was taken and minutes approved, with the exception of a typographical error noted by Beth Doria.

4.0 Chair's Report

4.1 Chairman Weems opened with an explanation to the Council on the difficulty encountered with the compilation of the report that was to be furnished to the Council encapsulating state contract dollars with relation to gender and ethnicity. CMS is currently looking for a system that can detail BEP subcontractors and contract goals, and whether these goals have been met. CMS is enlisting the aid of Bureau of Strategic Sourcing (BOSS) to help accommodate this new system.

Chairman Weems noted that the State Legislature has asked a number of questions surrounding SB51; apparently they wish to become more involved. It was suggested that a special Council meeting be established with an invitation to interested parties to inform those present on how BEP functions, goal setting and training. Available dates will be forthcoming.

5.0 Posted Business

- 5.1 Chairman Weems recognized Council Secretary Paul Cerpa for current BEP business.
- 5.2 Secretary Cerpa mentioned that a training agenda has been established for next month. This training will encompass contract goal setting. All are invited, especially APO and Council members. Darryl Harris noted this would be an excellent training for all.
- 5.3 Secretary Cerpa stated that he found the current BEP Certification appeal process rather cumbersome, and is defining a new process to follow. Discussions surrounded the issue of due process.
- 5.4 Secretary Cerpa wants to attempt to establish uniformity in the classification of commodities and services offered by certified BEP vendors. In order to keep a universal standard of converting current commodity codes, a review has begun in the exploration of implementing the more familiar NAICS Code classification conversion. BEP has begun working in conjunction with BOSS, while also indicated that it would be some time till this process is finalized but would assist for future use in identification of nontraditional use of BEPs.
- 5.5 Secretary Cerpa stated that our website is very close to house an automated CMS/BEP application for vendor use. This would greatly assist vendors in expediting their respective applications and bringing the program into the 21st century. In addition, the reviews of all current applications was taking place to ensure uniformity in collecting materials necessary in reviews for all BEP categories of certifications. National certification forms and standards were briefly discussed.
- 5.6 Secretary Cerpa gave the Council an update on the new Veteran's certification system. Chairman Weems noted that the Council was not involved in this process, however, BEP staff will be responsible for this activity and BEP functions may be affected due to the increased workload.
- 5.7 Secretary Cerpa noted that as of January 25, 2012, the BEP vendor certification date would be identified on the website vendor search functions. This modification was in response to a request made by Council Member Coleman

6.0 Unfinished Business

- 6.1 Exemption/Compliance Committee – Chair Jesse Martinez -- No Report
- 6.2 Bonding Committee – Chair Larry Ivory --No report - Larry Ivory asked for a rebirth of this committee

- 6.3 Professional Services – Chair Hedy Ratner – Not present, no report.
- 6.4 Policy/Enforcement Committee – Chair Beth Doria stated the first draft of enforcement procedures has been completed and the committee would be finalizing a document to be presented for the council's approval.

7.0 New Business

7.1 Based on the reports identified by the committees, Chairman Weems suggested the Council begin discussions of a restructuring of current committees. Secretary Cerpa added by presenting a review of the Council's established committees' purposes and members. The Council engaged in a lengthy discussion surrounding this issue. It was agreed and supported that the Council would review committee functionality, and based on that review, the Council would dissolve, combine, or separate the current committee structures. Secretary Cerpa requested that the entire Council members work to ensure 100% participation in the new committees based on the expertise of the individual Council member. The review of new committee structures and membership began in hopes of completing by the end of the meeting. However, due to the various comments and suggestions for consideration, this project was tabled to for a special Council meeting to be held January 30th.

Note: The next special Council meeting was scheduled for Monday, January, 30th Room 2-025, James R. Thompson Center, 100 W. Randolph Street, 1:30pm to 3:30pm. This special meeting be utilized to finalize the establishment of a new committees for the Council's participation.

8.0 Adjournment

Meeting adjourned

Resources

For a videotape of the January BEP Council meeting, please connect to the following URL:

<http://multimedia.illinois.gov/cms/bep-012312.asx>