

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

MONTHLY COUNCIL MEETING MINUTES

100 W. Randolph
Room 9-040
Chicago, IL 60601

401 S. Spring St.
Room 500 ½
Springfield, IL 62706

Monday, October 26, 2015- 1:30 PM

COUNCIL MEMBERS IN ATTENDANCE

Larry Ivory, Fred Coleman, Edward McKinnie, Beth Doria, Jesse Martinez, Denise Barreto, Hedy Ratner, Corinne Pierog, Kim McCullough, Selena Gray Sizemore, Charisse Witherspoon (Phone), Karen Eng

COUNCIL MEMBERS NOT IN ATTENDANCE

Kacy Bassett, Emilia DiMenco, Samantha Hufnagel, Susan Shaw, Lynne Marie Turner

COUNCIL CHAIR

Kim McCullough, Chairman

COUNCIL SECRETARY

Paul H. Cerpa

CMS STAFF IN ATTENDANCE

Elias Ricks Ngwayah II, Harry Reinhard, Ben Jones, Jeanetta Cardine, Carlos Gutierrez,

OTHERS IN ATTENDANCE

John Cieslik, Ron Barrelo, Vince Bass, Mark Hardy, Deanna Rossetto, Art Moore, Rodney Hodge, Ben Bagby, Michelle Casey

**PUBLIC NOTICE
STATE OF ILLINOIS**

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

100 W. Randolph
Room 2-025
Chicago, IL 60601

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

AGENDA

October 26, 2015
1:30 p.m. – 3:30 p.m.

- I. Welcome
- II. Call to Order
- III. Roll Call
- IV. Approval of Minutes of Council Meetings held on September 28, 2015
- V. Chair's Report
- VI. Posted Business
- VII. Committee Updates
 - Marketing and Community Engagement Committee
 - Business Strategic and Growth Committee
 - Advocacy and Public Policy Committee
 - Certification Committee
 - Policy and Compliance Committee
 - Executive Committee
- VIII. Old Business
- IX. New Business
 - Mid-States Minority Supplier Development Council – Assist Organization addition
- X. Public/Vendor's Testimony
- XI. Adjournment
 - Next Council Mtg. – November 23, 2015

Please note: In case you need to connect to the meeting via teleconference, please use the following number and access code:

Teleconference Number 888-494-4032
Access Number 2587213722

I. Welcome

Chairlady Kim McCullough welcomed all.

II. Call to Order

Chairman Kim McCullough called the meeting to order at 1:35pm. She asked Secretary Cerpa to conduct the roll call.

III. Roll Call

Roll call conducted. Quorum was not established.

IV. Approval of Minutes

Approval of Minutes was postponed due to the lack of quorum.

V. Chair's Report

Chairlady McCullough informed Council that she had just left a meeting with executives and principals of IT companies from around the nation that have contracts with the State. She stated that the meeting was called by our Chief Information Officer. Some companies present were Amazon, Apple, and Microsoft. Chairlady McCullough relayed to Council members that she had communicated to the various companies that in the past, the State had not been firm on being inclusive but moving forward, the State vigorously elevating opportunities for minorities to be included.

Member Larry Ivory wants to know if the meeting was private or open to the public. Chairlady McCullough said it was an association of individuals that do state procurement across those corporate entities. Member Ivory said as chairman of the IT Committee, he would like to be part of a meeting like that. Chairlady McCullough responded by saying that the meeting was not a State initiated meeting but instead an association meeting. However she made it clear that if the State should initiate an IT meeting in the future, she would make sure to have him invited when appropriate.

Member Fred Coleman asked for the name of the association. Chairlady McCullough said she believes it was called the Illinois Technology Association for Procurement. Member Denise Barreto asked whether the IT committee was a standing committee. Chairlady McCullough said based on the meeting that was just held, it is not a standing committee.

VI. Posted Business

None

VII. Committee Updates

Chairlady McCullough announced that there were only two committees' reports that were received: The Advocacy and Public Policy Committee and the Marketing and Community Engagement committee.

a. Marketing and Community Engagement Committee

Member Corinne Pierog said the group is consisting of three members: Corinne Pierog, Hedy Ratner, and Selena Gray Sizemore adding Irma Lopez was their BEP staff liaison and that the group met on October 2, 2015. According to member Pierog, the purpose of the group is to assist in promoting the BEP, engaging the community at events, and establishing strategic alliances with stakeholders' organizations. Member Pierog announced the measurable goals as 1) Redeveloping our outreach strategies to target business groups and encouraging them to become certified. 2) Present BEP and its mission of diversity to organizations. 3) To promote and discern current and upcoming procurement opportunities. She also stated that they had some measurable outcomes: 1) General publications via newsletters and websites letting people know about BEP events; 2) Identify and target under-represented industries such as IT and Pharmaceuticals; 3) Developing some form of survey instrument.

Chairlady McCullough asked member Selena Gray Sizemore to give an update on the survey that had been issued. Member Sizemore said the Urban League is currently conducting a survey of BEP and Vet vendors to see whether their certification has been useful or helpful to them. She said the survey went out to more than 2000 vendors and has received about 150 completed responses. She said they are expecting the remaining responses by no later than November 7, 2015.

Member Pierog wants to know if the data will be given to the Council once it has been collected. Chairlady McCullough said the data has to be collected first and then the decision will be made regarding giving it to the Council.

b. Business Strategic and Growth Committee

Member Charisse Witherspoon said her report will be brief because when they met, members participating on the call were experiencing phone problems. Therefore she said she will have to circle back to the other members to make sure that her report being produced is in line with what actually occurred.

c. Advocacy and Public Policy Committee

Member Hedy Ratner said the members of the committees are Denise Barreto, Beth Doria, Corinne Pierog, and Larry Ivory. She said three of the members responded to the first draft of the report. Member Ratner further said the mission of the committee is to create advocacy and public policy recommendations and implementation on minority/women/disadvantaged and people with disabilities to provide expanded business opportunities within the State of Illinois and all its entities and be informed of legislation and state policy on a quarterly basis.

Chairlady McCullough responded by saying that CMS does not have BEP staff that is charged with the responsibility to track legislations. She said that is expected from the subcommittee members.

Member Ratner said the subcommittee can do that to some extent, but she does not believe that should be the role of the committee.

Member Ivory said since he is on the Procurement Policy Board as a member and there is a monthly report that is produced on a monthly basis of procurement legislations which could potentially affect BEP, he would be willing to share the report with the subcommittee.

Member Doria wants to know since CMS has a legislative aide who monitors the legislative sessions and report back to CMS, why can't the information be shared?

Chairlady McCullough said that could happen, but she was just concerned about having a BEP staff tracking legislative agenda.

Member Ratner presented a listing of proposed priorities including measurable outcomes and their time frame:

- Enhance and strengthen PBE goals including the exclusion of sheltered workshop in state's PBE goals. Measurable outcome: Change the goal; Time frame: Spring 2016
- Expand BEP Council's role and responsibility by expanding BEP legislation from Advisory to Policy so that the BEP Council has more power, responsibility to ensure accountability, propose sanctions on non-compliance and attention to those entities that exceed goals. Measurable outcome: Draft proposed legislation and find sponsors to expand the role of the BEP; Time frame: Spring 2016
- Expand outreach and collaboration of stakeholders and form partnerships to meet the goals of the BEP. Measurable outcome: Add organizations statewide whose membership would benefit; Timeframe: Winter 2016
- Expand, support and promote initiatives for Veterans and Service disabled Veterans. Time frame: Spring 2016
- Research and help implement other successful government agency incentives for participation in the BEP Program. Measurable outcome: Research the city of Chicago and other government entity initiatives and incentives for M/W/D/PBE programs; Time frame: Winter 2016
- Expand BEP council membership to Hispanic organization representation, PBE organization, Veterans and Service disabled Veterans. Measurable outcome: Fill BEP vacancies; Time frame: Winter 2016

Member Karen Eng asked that the expansion include Asians also.

Member Pierog want to know if Asians are classified as a minority group. According to Chairlady McCullough, they are a protected class and they are recognized as a minority in the Business Enterprise Program.

Legal Counsel Ben Jones said the membership has been limited by statute. Member Pierog asked whether it can be changed. Counsel Jones said yes.

d. Certification Committees

Member Doria said they had not met but will be meeting. However, she did report on the Policy, Rules, and Enforcement Committee report. She said the group did meet on October 13, 2015 to review waiver request. It was a CDB grant. She further said the contractor did not comply with the Good Faith Efforts therefore the waiver request was not granted

Chairlady McCullough told the Council she would like to take discussion about these grants offline and evaluate and why BEP participation is included where the State of Illinois has no direct relationship with the contractor. Member McKinnie asked if the Chair would look into how the PBC handles the City of Chicago billing and Chairlady McCullough responded she would.

e. Policy and Compliance Committee

Member Denise Barreto said the committee met on the 8th of October but she forgot to forward the minutes. She identified members as Fred Coleman, Larry Ivory, Edward McKinnie, and herself. She defined their scope as follows: 1) Periodically review Business Enterprise Program and make policy recommendation to the Council; 2) Perform annual review of all agencies purchasing compliance plans; 3) Review and make recommendations of all agencies exemption requests to BEP Council; 4) Review and make recommendations of all agencies waivers request to the Council.

Member Barreto also said she was elected as the chairperson for the subcommittee. She later identified 3 priorities with measurable results: 1) Request staff presentation on the policy procedures and processes currently in place to decide how BEP goals are put on Illinois contracts; 2) Review the 2016 agencies compliance plans (Due date – February 29, 2016); 3) Collaborate with staff in creating a transitional graduation program with guidelines with a potential listing of graduates to take through the inaugural process (Due date – April 30, 2016); 4) Research and drive a Commercially Useful Function Policy and Procedure of procurement activities (Due date – April 30, 2016).

Member Barreto further said the committee agreed to monthly standing telephone calls and in person meetings. Lastly she told the council that they have started reviewing the top five agencies exemption plans and the first agency they interested in meeting with will be the Department of Correction at the January meeting.

Member Doria wants to know whether the Director of the Department of Corrections will be coming to the full council or to the subcommittee. Member

Barreto stated it would be to the subcommittee. Member Doria wants to know whether member Barreto said they were going to define Commercially Useful Function. Member Barreto said she that she had stated that they wanted to research and drive the Commercially Useful Function for our State procurement activities. Member Doria said the subcommittee cannot do that by themselves without informing the Office of the Inspector General.

Counsel Ben Jones reminded the subcommittees to always take the minutes of their meetings because they will have to be posted. Secretary Cerpa added to also ensure Committee notices are posted at least 48 hours before the meeting.

Member Pierog wants to know whether there will be a phone number available to be posted for others to join if the committee is having a conference call. Secretary Cerpa said yes.

Secretary Cerpa asked if they all participate via phone does that meet the requirement of a quorum. Counsel Jones said they cannot take official action during the meeting. They can only meet, discuss, and make recommendations.

Member Ivory informed the Council that the casinos will be hosting an event on November 17, 2015, in Peoria and would like to have someone from CMS certification group participate. Member Ivory also talked about Rev. Corey Brooks having an event in conjunction with the Tollway and he is hoping we will be present. Chairlady McCullough said we will be participating in both events.

VIII. Old Business

Member Coleman said he and member Barreto were concerned about the November and December council meeting dates. Chairlady McCullough said some potential dates will be sent to members regarding their availability and notification will follow.

IX. New Business

Chairlady McCullough said she will postpone discussion on the issue of adding the Mid-States Minority Supplier Development Council as an Assist Organization to review the national organization policies as well rather than individual local branches. Member Karen Eng said that the administrative activities are usually done at the national level so any agreement will have to be done at the local level. Chairlady McCullough recommended the postponement of this item to another time to review further.

X. Public/Vendor's Testimony

None

XI. Adjournment

- a. Chairlady McCullough called for Adjournment.
- b. Member Doria casts motion for Adjournment.
- c. Member Ratner seconded the motion to Adjourn.
- d. Meeting adjourned as of 2:45pm.
- e. Next Council Meeting date TBD.