



**Business Enterprise Council
COMPLIANCE SUBCOMMITTEE MEETING
Thursday, May 30, 2019
1:30 pm – 3:30 pm
James R. Thompson Center
100 W. Randolph Street, Room 2-026 JRTC
Chicago, IL 60601**

COUNCIL SUBCOMMITTEE MEMBERS IN ATTENDANCE

Sharla Roberts

COUNCIL SUBCOMMITTEE MEMBERS NOT IN ATTENDANCE

Staff Assistant

ACTING COUNCIL SECRETARY

Terrence Glavin

CMS MEMBERS IN ATTENDANCE

Terrence Glavin

OTHERS IN ATTENDANCE

N/A



AGENDA

- I. Welcome
- II. Call to Order
- III. Roll Call
Roll Call conducted, quorum was not present.
- IV. Posted Business

The Subcommittee was unable to approve Minutes for the April 3, 2019 Subcommittee Meeting, as a quorum was not present.

Terrence Glavin (then Deputy General Counsel for the Business Enterprise Program, now General Counsel for CMS) provided an update to the Subcommittee on conducting the survey of process, procedures, practices, documentation, and penalties. Surveys are still in the process of being conducted. Chair Roberts recommended conducting a survey (such as SurveyMonkey) of all agencies and universities to determine how they would adhere to the B2 Now System.

Terrence Glavin provided an update to the Subcommittee on how compliance is monitored. The process of determining who is using the B2 Now System is still pending. Terrence Glavin then updated the Subcommittee on the Rules. Due to the recent passage of Senate Bill 534, the Rules will be changed. However, how they change will be based upon the impact of the new legislation and is therefore still pending.

Terrence Glavin provided a copy of Utilization Plan to the Subcommittee, which was shared amongst the subcommittee. As with the Rules, the Utilization plan is still pending due to the passage of Senate Bill 534. Terrence Glavin also provided updated contract language regarding best practices from other governmental units through their detailed terms and conditions.



- V. Define Action Items
- Approve of Minutes for the April 3, 2019 Subcommittee meeting
 - Approve of Minutes for the May 30, 2019 Subcommittee meeting
 - Update on conducting the survey of process, procedures, practices, documentation, and penalties
 - Update on how compliance is monitored and ensured across Chief Procurement Officer (CPO) offices
 - Update on the Rules
 - Provide copy of Utilization Plan upon approval of all CPOs and Business Enterprise Council members
 - Provide update on documents regarding contract language best practices from the City of Chicago and Cook County through their general and detailed terms and conditions
 - DOIT Compliance with Contract #CMS793372P
 - Provide Status regarding payments and Compliance for MBE(s)
- VI. Upcoming Business Enterprise Council meeting dates
- Next Council Meeting – Monday, August 26, 2019
 - Next Compliance Subcommittee Meeting – Monday, August 19, 2019
- VII. Public / Vendor Testimony
None
- VIII. Adjournment

**In accordance with the Illinois Open Meetings Act (5 ILCS 120) and the
Freedom of Information Act (5 ILCS 140) the above meetings are open to the public
BEP Council Compliance Subcommittee**