
Allegheny County MBE Advisory Committee Meeting Minutes
505 County Office Building
Tuesday, August 21, 2012
9:00 a.m.

Advisory Committee Members in Attendance:

Austin Davis – Executive Assistant, Office of the Allegheny County Executive
Amy Griser – Deputy Controller, Office of the Allegheny County Controller
Ola Jackson – Founder/CEO – Onyx Woman Network (OWN)
Philip La May – Deputy Director of Administration and Operations, Allegheny County Department of Public Works (For Joseph Olczak)
Marc Little – CEO/President, Minority and Women Educational Labor Agency (MWELA)
M. Gayle Moss – Chair/President, MBE Advisory Committee/NAACP Pittsburgh Branch
James Overton – Chairman/President, City of Pittsburgh Equal Opportunity Review Commission/Overton Financial Group
Roxanne Sewell – President, LJS Publishing/Talk Magazine
Tim Stevens – Chairman, Black Political Empowerment Project (B-PEP) (via telephone)

Advisory Committee Members Absent:

Larry Brinker – President/CEO, Brinker Group
Victor Diaz – CEO, Pittsburgh Metropolitan Area Hispanic Chamber of Commerce
Abass Kamara – Director of Government Affairs, Pittsburgh Penguins
Iftikhar Malik – President, Shawn Malik, Inc.
Joseph Olczak – Director, Allegheny County Department of Public Works
Toni Silva – Supplier Relations Director, UPMC
Gregory Spencer – President/CEO, Randall Industries, LLC

Also Present:

Ruth Byrd-Smith – Director, Allegheny County Department of M/W/DBE
Lisa Edmonds – Deputy Director, Allegheny County Department of M/W/DBE

Agenda:

- I. Open Meeting/Introductions**
- II. Approval of Previous Meeting Minutes**
- III. Presentation by Ruth Byrd-Smith**
- IV. New Business**
- V. Adjournment**

I. Open Meeting/Introductions**II. Approval of Previous Meeting Minutes**

The Committee will review minutes from this meeting and the previous meeting for the next meeting.

III. Presentation by Ruth Byrd-Smith

Ms. Byrd-Smith stated that there will be some changes at the state level which will affect us at the local level. The Department of General Services (DGS) and you will get paperwork on the changes they are making at that Office. They are getting out of the Certification business. DGS will be accepting certification from the Pennsylvania Unified Certification Program (PA UCP), the National Minority Supplier Development Council as well as the Women's Business Enterprise National Council. After August 31, 2012 DGS will no longer provide certification services. If you know of anyone that already has an application that has been filed, it will be evaluated; anything received after August 31, 2012 they will not certify.

There are several new initiatives under the new State administration, one being the Small Business Procurement Initiative which Secretary Phillips announced earlier this year, that the Commonwealth uses to reserve certain kinds of procurement. Ms. Byrd-Smith stated that it is a self certification process. The definition of a small business is a business that has 100 or fewer employees and meets a maximum revenue requirement. She stated that she is not sure what the maximum requirement is. Usually it somewhere under a certain dollar figure, and the personal net worth is taken into account when they make those calculations. At any rate, Ms. Byrd-Smith wanted to make sure that the Advisory Committee was aware of that and that there is a website for businesses who want to self certify. Any business that is already certified as a minority or women should take advantage of this. If a company is PA UCP-certified, it will probably meet the requirements of this program. Ms. Byrd-Smith was asked if the County certifies and her response was that the M/W/DBE Department certifies as a partner in the PA UCP.

There is also an Executive Order for the Diverse Business Program that the State has put in place that includes veterans, service-disabled veterans, minorities, women and minorities and women who are veterans. Some of this is a little redundant but they do have that as another layer. The Bureau of Small Business Opportunities is the new name for the Bureau of Minority and Women Business Opportunities at the state level; they changed their name and some of the functions. Ms. Byrd-Smith wanted to make sure everyone was aware of these changes and the timeframes. Elizabeth Bowers, the local DGS representative, may be contacted with any questions. Ms. Byrd-Smith said she will e-mail Ms. Bowers' contact information along with the presentation.

Because there were questions at the first meeting about exactly what certification is and how it happens, Ms. Byrd-Smith gave a brief presentation on certification. The certification that is

provided at Allegheny County is as a member of the PA UCP. The rules that govern the program are CFR parts 23 and 26.

IV. New Business

Ms. Moss suggested asking Economic Department and Public Works to give presentations regarding their departments' monitoring of M/W/DBE firms. This would give the Committee more information so they can understand what is needed and what needs to be done. The Committee has questions for Public Works and Economic Development to get the full picture of what they do from beginning to end.

A Committee member asked Ms. Byrd-Smith if there is a link on the M/W/DBE site regarding the certification process. Ms. Byrd-Smith stated that www.paucp.com should have a link and also has historic information. Ms. Moss mentioned that the NAACP gets a lot of questions regarding how Public Works operates. It would be of interest to see the dynamics of this department and it would be helpful to have an explanation of their work. Mr. Overton stated Ms. Byrd-Smith's presentation last month was very helpful and gave perspective on how things are tracked throughout the process of procurement and certification. He felt that if this is not online it should be. Mr. Overton said it would be very helpful and would alleviate a lot of comments and questions. It may also help in getting seamless reporting with Economic Development as well Public Works. Ms. Moss said she would look into setting up a meeting with Economic Development and Public Works so they can present how they track the MWDBE processes in their departments.

Ms. Byrd-Smith asked about the upcoming meeting schedule. Ms. Moss replied that since there are new people the Committee will meet every month. Ms. Moss felt that this would be helpful since everyone is on a different schedule due to other meetings and obligations. Ms. Byrd-Smith suggested that they start planning the 2013 entrepreneurship event at the next meeting.

V. Adjournment

Ms. Moss ended the meeting and gathered everyone for a group photo.