

# Meeting Minutes MWDBE 2.19.2025

## Attendance

Edmonds, Lisa L.	2/19/25, 1:00:03 PM
Molinero, Jason	2/19/25, 12:59:34 PM
Wiles, Damian K.	2/19/25, 12:59:56 PM
Holly Douglas	2/19/25, 1:00:14 PM
Jenkins, Kevin (External)	2/19/25, 1:00:15 PM
Kanak Iyer (External)	2/19/25, 1:00:19 PM
Fireflies.ai Notetaker Melanie (Unverified)	2/19/25, 1:00:41 PM
Cameil D. Williams (External)	2/19/25, 1:00:51 PM
Blayre Britton (Unverified)	2/19/25, 1:01:13 PM
Barata Bey	2/19/25, 1:01:58 PM
Victoria Snyder (Unverified)	2/19/25, 1:02:13 PM
Halpern, Michael	2/19/25, 1:02:49 PM
Guillermo Velasquez (External)	2/19/25, 1:05:01 PM
Melanie Marie Boyer (Unverified)	2/19/25, 1:05:16 PM
Ganoe, Loren	2/19/25, 1:05:46 PM
DeDomenic, Lauren	2/19/25, 1:06:12 PM
The LJS Group (External) (Roxanne Sewell)	2/19/25, 1:08:20 PM
17242050752 (Unverified) (Cindy by phone)	2/19/25, 1:08:29 PM
Cindi Oliver (Unverified)	2/19/25, 1:17:56 PM

## Transcript

<https://otter.ai/u/JQEQxbz7aO-GcnCG4AlKIAgVdlg?view=transcript>

The meeting focused on ensuring equal access to contracts and increasing MWBE participation. Key points included the need for a mechanism to monitor and audit contract renewals, the possibility of splitting contracts between larger companies and MWBEs, and the importance of clear contract language to mandate subcontracting with MWBEs. The discussion highlighted the challenges of outdated policies and the need for new policies to empower MWBEs as prime contractors. The group emphasized the importance of data metrics to track participation and

identified the need for punitive actions to hold prime contractors accountable for not meeting subcontracting goals.

**Action Item** Approval of minutes as corrected with the following corrections

Motioned first by Cameil Williams. Seconded by Barata Bey

Spelling correction for Cameil Williams

Spelling correction for Guillermo Velasquez

## **Action Items**

- [ ] Provide feedback on potential recommendations to address MWDBE participation concerns within the next two weeks.
- [ ] Compile and reorganize the feedback into a document to be discussed at the next meeting on March 19.

## **Outline**

### **Contract Renewal and Participation Concerns**

- Holly Douglas raises concerns about the automatic renewal of contracts and the need for a mechanism to monitor and audit these renewals to ensure equal access for all companies. She asks if it's most common to give to the low bidder and that is county code. You can't change the code without changing the law.
- Cameil Williams seeks clarification on whether there are opportunities for MWBE participation, particularly for smaller companies, and whether there are mechanisms to allow for increased participation in future renewals.
- Holly Douglas explains that council members have expressed concerns about the same companies always getting contracts, which may prevent new companies from accessing these opportunities.
- Guillermo Velasquez inquires if contracts are automatically renewed without new bids, and Cameil Williams suggests that Lisa, an expert, could provide more information. We need to know what is already in the utilization report. Do we have a report of MBE participation over time.

### **Discussion on Contract Administration and MWBE Participation**

- Guillermo Velasquez questions the feasibility of implementing new ideas and processes, considering manpower and automation.
- Cameil Williams emphasizes the need for clear recommendations to ensure MWBE participation and suggests documenting concerns and recommendations in black and

white. She suggests we go back to the contract and see if we have defined what “participation” is.

- Guillermo Velasquez agrees and highlights the potential of new technologies to help with implementation.
- Melanie Malloy suggests coupling smaller MWBEs with larger companies to split contracts and ensure participation.

## **Capacity Issues and Recommendations**

- Kanak Iyer discusses the capacity issues on both the government side and the vendor side, suggesting that recommendations should include assessments of how to implement them.
- Cameil Williams agrees and stresses the importance of defining the "ask" and determining what is reasonable to achieve based on available resources.
- Holly Douglas proposes implementing a metric of participation to review and enhance companies that are not selected for contracts.
- Cameil Williams adds that the council should also consider how to increase the utilization of MWDBE businesses.

## **Equal Access and Policy Recommendations**

- Holly Douglas emphasizes the importance of equal access and the open process of bidding, noting that the county cannot dictate which companies a prime contractor uses.
- Holly Douglas suggests implementing a new policy to empower minority businesses to become contractors rather than always being subcontractors.
- Lisa Edmonds clarifies that the county's responsibility is to use the lowest qualified bidder, and changing county code is challenging.
- Holly Douglas proposes that entities working with MWDBE businesses should have a larger hand in the bid process to increase participation.

## **Contract Language and Accountability**

- Holly Douglas suggests reviewing contract language to ensure it includes clear commitments for subcontracting with MWDBE businesses.
- Cameil Williams agrees and emphasizes the need for punitive actions to hold prime contractors accountable for not meeting their subcontracting goals.
- Lisa Edmonds and Cameil Williams discuss the importance of defining what accountability looks like and how to enforce it.
- Cameil Williams proposes a timeline for finalizing recommendations to present to the county executive at the next meeting on March 19.

## **Next Steps and Meeting Conclusion**

- Cameil Williams requests feedback and comments from all participants to finalize the recommendations.

- Lisa Edmonds emphasizes the importance of putting comments in writing and submitting them for consideration. The committee concurs.
- The meeting is adjourned with a motion and second from Melanie.