

MINORITY OWNED AND LOCAL SMALL BUSINESS TASK FORCE

MEETING MINUTES

July 29, 2015 – 5:30 p.m.

6th Floor Council Conference Room, Council Office Building

Members Present

Mayra Bayonet
Cherian Eapen
Janice Freeman
Warren Fleming
Julian Haffner

Herman Taylor, Chair
Bethsaida Wong

Member Absent

Margo Briggs

County Staff Present:

Robert Drummer, County Council
Karen Federman-Henry, County Attorney's Office
Linda McMillan, County Council
Mary Anne Paradise, County Council
Linda Price, County Council

I. Call to Order

The meeting was called to order by Task Force Chair Taylor at 5:43 p.m. The minutes of the July 15, 2015 meeting were unanimously approved by all members present.

II. Proposed Closed Session

Pursuant to Maryland Code, General Provisions Article §3-305 (b)(7), the Task Force agreed to meet in closed session to consult with counsel to obtain legal advice. The topic was procurement recommendations. Ms. Freeman made the motion, which carried unanimously.

The Task Force met in closed session in the 5th floor conference room from 5:47 p.m. until 6:56 p.m.

III. Worksession

The Task Force reconvened in open session at 6:56 p.m. Ms. Price distributed version 3 of the draft recommendations and members discussed the recommendation for a 35 percent mandate for MFD subcontractors. Ms. Price will work with Mr. Fleming on reworking the specifics of this recommendation.

The Task Force discussed contract administrators and RFP templates. Ms. Freeman noted that relationships are often formed between contract administrators and incumbent contractors, which can be challenging for businesses who contract administrators may be unfamiliar with. Mr. Fleming expressed the view that there is a problem with whomever is outlining the requirements in the RFP. It was suggested that the revision of RFP boilerplate language be included as a recommendation in the report.

Ms. Bayonet, referring to Griffin & Strong's summary of findings, read a statement expressing the view that recommendations to increase use of minority businesses should

not be limited to certain minority groups, and said that she disagrees with some of the proposed recommendations. Mr. Haffner expressed the view that all minority-owned businesses would benefit from the proposed recommendations.

Ms. Price will email members an updated version of the draft recommendations document. She asked Task Force members to respond in writing with their edits, comments, thoughts, or any new recommendations by Tuesday, August 4. She will compile everyone's feedback into an updated document for consideration at the August 12th meeting. The Task Force will take formal action on their final set of recommendations at the August 12 meeting.

The meeting adjourned at 7:57 p.m.
