

COUNTY OF ERIE, NEW YORK  
MINORITY AND WOMEN BUSINESS ENTERPRISES  
UTILIZATION ADVISORY BOARD  
3.30.2015

**Present:**

**Advisory Board Roster:**

- Edward Watts, Jr. – Buffalo Niagara Partnership - Chair
- Richard A. Cummings – Black Chamber of Commerce of WNY
- Jesse L. Burnette – Director, Division of Equal Employment Opportunity
- Lynne Marie Finn – Buffalo Niagara Partnership
- Vallie Ferraraccio – Department of Purchase
- Susan McCartney – Buffalo State – State University of New York
- Maritza Vega – Hispanic Heritage Council of Western New York, Inc.

**Absent:**

- Sawrie Becker – Commissioner of Public Advocacy

**Invited Guests:**

**Minutes of the meeting:**

- Lynn Kolodziej – EEO Investigator

**1. Call to Order:**

Mr. Edward Watts Jr. welcomed everyone and called the meeting to order at 9:05 AM.

**2. Approval of Last Meeting (1.26.2015) Minutes:**

- Motion to Approve: Susan McCartney
- Second: Richard A. Cummings
- Un - Readiness - None
- Motion Approved

**3. Old Business:**

**A. Reports from Goal committees:**

**1) Capacity Building of M/WBE's**

- Utilizing existing capacity

Group Leader: Jesse Burnette; committee members - Richard A. Cummings, Lynne Marie Finn

- Erie County Certified MWBE's approximately Total: 272 MBE- 154 WBE – 118
- The Erie County Legislature – Session #6 – March 26, 2015
  - Propose Local Law: LL INT. 8-1 12/1/2014 up for review and discussion
    - a. Amending of Local Laws #6- 1987, #5- 1994 & #9- 2005
    - b. Update Equal Employment Opportunity Goals for Minority Owned and Women Owned Enterprises
      - i. Present Goals #6- 1987, #5- 1994 of 12% ( 10% - Minority, 2% - Women) #9- 2005 of 20% (15% - Minority, 5% - Women)
      - ii. proposed Goal of 30% (20% - Minority, 10% Women) for the amended Local Laws
- Director Burnette request meeting with Hon. Betty Jean Grant
  - Invite Legislative members to the July 27, 2015 meeting.

2) Meet with County Department Heads for discussion of implementation and adherence to MWBE Utilization goals

Group Leader: Vallie Ferraraccio; committee members - Edward Watts Jr., Sawrie Becker

- Report mechanism for MWBE Utilization Board/County Executive, to be used by all departments.
  - Mental Health Department currently using
    - ❖ Reporting diversity of workforce
  - Senior Services – working in the department
  - Department of Social Services – Largest area in the County – consider having team of individuals help with the implementation
- Committee to develop a compliance document to be inserted into “RFP” Request for Proposals
- Group Leader: Edward Watts Jr., committee members - Jesse Burnette and Vallie Ferraraccio
  - Compliance document highlighting Local Law 9 – working on draft
  - Director Burnette to start process of MWBE Utilization Advisory Board to meet with Legislature – adjusted target date April 2015
    - ❖ Topics to be cover at meeting:
      1. Importance of Legislative Representation at MWBE Utilization Advisory Board meetings
      2. Approval of Contracts (RFP's) – review for participation rates

3) **Prepare 2014 Year End Report of the MWBE Utilization on County of Erie Contracts**

Group Leader: Jesse Burnette; Vallie Ferraraccio, Sawrie Becker

- Director Burnette will send to Advisory Board Members when completed.

4) **Buffalo Niagara Partnership (BNP) – outreach - Ms. Lynne Marie Finn to report.**

- March 24, 2015 - Mr. Edward Watts, Jr. and Ms. Finn made presentation to the BNP.
  - Slide presentation provided overview of MWBE Utilization Advisory Board accomplishments (2014).
  - BNP open to creating exposure (links) on their website to Erie County/City of Buffalo Joint Certification process and Certified MWBE participants

5) **Formal summary of accomplishments of the County of Erie, New York Minority and Women Business Enterprises Utilization Advisory Board for Year ending 2014**

- Mr. Edward Watts, Jr. and Director Burnette will start working on report.

6) **Corporations receiving tax breaks from Erie County Industrial Development Agency (ECIDA). Do they have MWBE goals?**

- Director Burnette will be contacting Brenda W. McDuffie, Chairwomen, ECIDA, Board of Directors, 95 Perry Street, Suite 403, Buffalo, NY 14203 Phone: 716.856.6525
- 3.25.2015 approved MWBE goals for those Corporations receiving tax breaks. The ECIDA will monitor and report quarterly to the ECIDA Board.

**4. New Business:**

- **Term of 3 years:**

1. Sawrie Becker – December 2012
2. Edward Watts Jr. – December 2012
3. Jesse L. Burnette – December 2012
4. Susan McCartney – December 2012
5. Richard A. Cummings – September 15, 2013

- **Term of 2 years:**

1. Lynne Marie Finn – December 2012
2. Vallie Ferraraccio – December 2012
3. Maritza Vega – January 2015 – January 2017
4. ~ Vacancy ~ (Legislature)

- Mr. Burnette will address vacancy. As of this date no Legislative representative has been selected. Mr. Edward Watts Jr. will write letter to Erie County Legislature encouraging participation by selecting a representative for the Minority and Women Business Enterprises Utilization Advisory Board.

**5. Any Good for the Order:**

1. Equal Pay Act: Executive Order #13
2. Empire State Development – MWBE participation 30% - anticipated effective date April 1, 2015.
3. WUFO 1080AM – Radio Show – April 6, 2015 11:00 – 11:30AM Invited Guests: Jesse L. Burnette, Herb Courtney & Janique Curry
  - a. MWBE Certification Process
4. May 13<sup>th</sup>, 2015 – Small Business Matchmaker Awards Luncheon Exposition – 7:00AM – 2:00PM Buffalo Niagara Convention Center, 153 Franklin Street, Buffalo, New York
5. 2015 MWBE and Small Business Contractor Bond Readiness Training Program. May 20, 27 & June 3, 10, 17, 24 (six evenings/six sessions 4-8 PM, Buffalo State College, Cleveland Hall 418, 1300 Elmwood Ave. Buffalo, NY 14222
  - May 20, 2015 Mr. Burnette will participate in the opening

**6. Adjournment: 10:32AM**

- Motion to Adjourn: Edward Watts, Jr.
- Second: Jesse L. Burnette
- Motion Approved

~ Next Meeting May 18, 2015 ~