

COUNTY OF ERIE, NEW YORK
MINORITY AND WOMEN BUSINESS ENTERPRISES
UTILIZATION ADVISORY BOARD
5.18.2015

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

Absent:

- Sawrie Becker – Commissioner of Public Advocacy
- Maritza Vega – Hispanic Heritage Council of Western New York, Inc.

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 9:14 AM.

2. Approval of Last Meeting (3.30.2015) Minutes:

- Motion to Approve: Susan McCartney
- Second: Lynne Marie Finn
- 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: 259 MBE- 115 WBE – 144 Fast Track Participants: 3
- 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 next meeting July 27, 2015

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 –
 - ❖ Reporting diversity of workforce
- 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
 - Director Burnette to start process of MWBE Utilization Advisory Board to meet with Legislature – adjusted target date as soon as possible
 - ❖ 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.

- BNP open to creating exposure (links) on their website to Erie County/City of Buffalo Joint Certification process and Certified MWBE participants
 - Mr. Burnette to provide Ms. Finn with appropriate links to Erie County and New York State websites

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.

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 7, 2015 8:30AM ECIDA (Erie County Industrial Development Association) Committee Meeting – Director Burnette present to answer question – regarding Executive Order #13 - Equity Pay
5. May 13th, 2015 – Small Business Matchmaker Awards Luncheon Exposition – 7:00AM – 2:00PM Buffalo Niagara Convention Center, 153 Franklin Street, Buffalo, New York
6. 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
7. Hispanic Heritage Council of WNY – 3rd Annual Hispanic Community Breakfast – Saturday June 13, 2015 9:00AM – Templeton Landing, 2 Templeton Terrace, Buffalo, New York

6. Adjournment: 10:20AM

- Motion to Adjourn: Richard A. Cummings
- Second: Vallie Ferraraccio
- Motion Approved

~ Next Meeting July 27, 2015 ~