

COUNTY OF ERIE, NEW YORK
MINORITY AND WOMEN BUSINESS ENTERPRISES
UTILIZATION ADVISORY BOARD
1.26.2015

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
- Sawrie Becker – Commissioner of Public Advocacy
- Lynne Marie Finn – Buffalo Niagara Partnership
- Vallie Ferraraccio – Department of Purchase
- Susan McCartney – Buffalo State – State University of New York

Absent:

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 10:12AM.

2. Approval of Last Meeting (11.24.2014) Minutes:

- Motion to Approve: Sawrie Becker
- Second: Vallie Ferraraccio
- Un - Readiness - None
- Motion Approved

3. Old Business:

A. Reports from Goal committees:

1) Capacity Building of M/WBE's

- Understanding and streamlining (including reciprocity) the process for certification Memorandum of Understanding (MOU)
- Utilizing existing capacity

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

- Erie County Certified MWBE's approximately Total: 269 MBE - 152 WBE - 117
- 1.7.2015 - Director Burnette sent the Joint Certification Committee (JCC) members a draft of Application Addendum for JCC for their input. – All approved with format changes – changes being done and anticipate sending to Ms. Bette Yee (MWBE Certification Empire State Development) by 1.30.2015
- 1.16.2015 Press Release: MWBE Certifications hit the Fast Track following agreement between Erie County, NYS

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 - next department to be introduced
 - 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
 - Director Burnette to start process of MWBE Utilization Advisory Board to meet with Legislature – adjusted target date March 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 have report by January 30, 2015 and distribute to Advisory Board Members

- 4) Buffalo Niagara Partnership (BNP) – outreach - Ms. Lynne Marie Finn to report.
 - Mr. Edward Watts, Jr. to make (5 minute) presentation to the BNP – adjusted target date: February 2015
- 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

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. ~ Vacancy ~ (Legislature)
 4. ~ Vacancy ~ Community Representative
- Mr. Burnette will address vacancies. As of this date no representatives have been selected.

5. Any Good for the Order:

1. Equal Pay Act: Executive Order #13
2. MWBE Certification Training: Tuesday December 2, 2014 Roswell Park Cancer Institute, Gaylord Cary Conference Room
3. Straight Talk 2015: Saturday January 24, 2015 – Buffalo Niagara Convention Center
4. Title VI of the Civil Rights Act of 1964
5. 2015 MWBE and Small Business Contractor Bond Readiness Training Program.
6. Empire State Development – MWBE participation 30% - anticipated effective date April 1, 2015.

6. Adjournment: 11:45AM

- Motion to Adjourn: Lynne Marie Finn
- Second Sawrie Becker
- Motion Approved

~ Next Meeting March 30, 2015 ~