

**COUNTY OF ERIE, NEW YORK
MINORITY AND WOMEN BUSINESS ENTERPRISES
UTILIZATION ADVISORY BOARD
9.26.2016**

Present:

Advisory Board Roster:

- Edward Watts, Jr. – Buffalo Niagara Partnership - Chair
- Maritza Vega – Hispanic Heritage Council of Western New York, Inc.
- Susan McCartney – Buffalo State – State University of New York
- Jesse L. Burnette – Director, Division of Equal Employment Opportunity
- Karen King PhD. – Executive Director on the Status of Women
- Vacancy – Legislature
- Vacancy – Buffalo Niagara Partnership

Absent:

- Richard A. Cummings – Black Chamber of Commerce of WNY
- Vallie Ferraraccio – Department of Purchase

Invited Guests:

- Dhannayia Johnson – MWBE Business Advisor, Buffalo SBDC

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 9:12AM.

- Introduction of new Board Member
 - o Karen King PhD. – Executive Director on the Status of Women

2. Approval of Last Meeting (5.23.2016) Minutes:

a. 7.25.2016 – no quorum – no minutes

- Motion to Approve: Susan McCartney
- Second: Maritza Vega
- 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 member - Richard A. Cummings

- Erie County Certified MWBE's

2016	2015
MBE 82	MBE 111
Dual 33	Dual 7
WBE142	WBE 149
Total 257	Total 267

- Discuss addendums received from New York State – opportunity to invite local MWBE applicants to apply for JCC certification.

- Utilization Advisory Board : Recommendation for changes in local law #9

- Review highlighted area on local law #9 of the year 2005 wording section #4 A
 - Process for changing local law – Director Burnette will speak with Jonathan Rivera – Legislative Liaison
 - Develop draft of proposed change – Legal Counsel
 - Submit proposal to Legislature

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.

- Report mechanism for MWBE Utilization Board/County Executive, to be used by all departments.
 - Mental Health Department currently using
 - Reviewed Erie County Department of Mental Health Quarter 4 2015 MWBE and Personnel Reports

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

Group Leader: Jesse Burnette; Vallie Ferraraccio

- 2014 Report on the EEO web page -- updates for the Department of Public Works capital projects, Building and Grounds and Highways added as available
- Still working on 2013 – 2016 status project report

4) Formal summary of accomplishments of the County of Erie, New York Minority and Women Business Enterprises Utilization Advisory Board for

Year ending 2015 & 2016.

- Mr. Edward Watts, Jr. and Director Burnette will start working on report beginning of March 2016.

4. New Business:

- Items to be reviewed:
 1. Members of Board – Sign Ethics Form
 - Term of 3 years:
 1. Edward Watts Jr. – December 2012
 2. Jesse L. Burnette – December 2012
 3. Susan McCartney – December 2012
 4. Richard A. Cummings – September 15, 2013
 5. Karen King PhD. – Executive Director on the Status of Women
 - Term of 2 years:
 1. Vallie Ferraraccio – December 2012
 2. Maritza Vega – January 2015 – January 2017
 3. ~ Vacancy ~ Buffalo Niagara Partnership
 4. ~ Vacancy ~ (Legislature)
 2. Appointment Letters – Ethics Forms have been received from board members. Letters will be ready for next meeting.

5. Any Good for the Order:

1. **Erie Community College (ECC) STEM** (Science, Technology, Engineering & Math) Building – ECC North Campus, next high priority project - MWBE Goals total 32% Minority = 18% Women = 14%.
 - MWBE Mixer and Outreach activity – May 11, 2016 ECC North Campus
 - New Pre-Bid Site Visit will be held May 18, 2016 at ECC North Campus
 - Bids Opened – June 1st, 2016 - Ground Breaking August 24, 2016
 - Approved by the Legislature: July 14, 2016
 - Move in Date: January 2018
2. **Equal Pay Act: Executive Order #13**
 - Erie County Industrial Development Agency (ECIDA) approved policy 7.15.2015. Agreement with County was approved with an effective date of September 1, 2015.
 - Received ECIDA report May 20, 2016 beginning pilot review for pay equity.
3. July 20th, 2016 - **Racial Equity Impact Analysis Training**

- September 12, 2016 – Train the Trainer – Racial Equity Impact Analysis
- 4. **New York State MWBE Forum Transformation 2016** – Wednesday & Thursday, October 5 & 6, 2016 Empire State Plaza Convention Center/Albany
- 5. **National Electrical Contractors Association (NECA)** - a presentation on the rules for WBE/MBE to membership – Purposed dates 11/9, 11/16, or 11/23.
- 6. **Straight Talk 2017** – January 21, 2017 – Buffalo Niagara Convention Center 8:00 AM – 1:00 PM
 - Small Business Education, Training, Counseling & Networking

6. Adjournment: 10:05 AM

- Motion to Adjourn: Jesse L. Burnette
- Second: Maritza Vega
- Motion Approved

~ Next Meeting November 28, 2016 ~

9:00 – 10:30AM