

**COUNTY OF ERIE, NEW YORK
MINORITY AND WOMEN BUSINESS ENTERPRISES
UTILIZATION ADVISORY BOARD
6.5.2017**

Present:

Advisory Board Roster:

- Edward Watts, Jr. – Buffalo Niagara Partnership - Chair
- Jesse L. Burnette – Director, Division of Equal Employment Opportunity
- Richard A. Cummings – Black Chamber of Commerce of WNY
- Karen King PhD. – Executive Director on the Status of Women
- Gwen A. Howard RA, LEED AP – Buffalo Niagara Partnership
- Maritza Vega – Hispanic Heritage Council of Western New York, Inc.
- Susan McCartney – Buffalo State – State University of New York
- Vallie Ferraraccio – Director - Bureau of Purchase

Absent:

- Legislator Betty Jean Grant – Legislature

Invited Guests:

- Leslie Ortiz-Fogg – Assistant County Attorney

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 9:03AM.

2. Approval of Last Meeting (3.27.2017) Minutes:

- Motion to Approve: Gwen A. Howard
- Second: Jesse L. Burnette
- 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

2017	2016	2015
MBE 79	MBE 91	MBE 111
Dual 37	Dual 28	Dual 7
WBE 131	WBE 137	WBE 149
Total 247	Total 256	Total 267

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
 - Senior Services – adopted method of reporting from Mental Health
 - Social Services – trying to reach all sections
 - Parks and Recreation – working with their “Best Value” contracts
 - Potential Dept. Environment and Planning
 - ❖ Sewerage Management
- Barriers: Professional Liability Insurance – Bonding
 - Edward Watts and Gwen Howard to forward examples of lowering bonding levels for subcontractors

3) Prepare Year End (2017) Report of the MWBE Utilization on County of Erie Contracts

Group Leader: Jesse Burnette; Vallie Ferraraccio

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.

- 5.12.2017 MWBE Advisory Board 2015 - 2016 Summary of Accomplishments - draft
 - ❖ Proposed revisions from Committee members to be sent to Edward Watts
 1. Revisions due: June 7, 2017
 2. Redistribution to Board: June 8, 2017
 3. Final due: June 12, 2017
- Requested: redistribute letter from County Executive Mark C. Poloncarz
RE: Minority and Women Business Enterprise Utilization Commitment

4. New Business:

- Items to be reviewed:

- Term of 3 years: September 15th, 2016 – September 15th, 2019
Edward Watts Jr., Jesse L. Burnette, *Susan McCartney, Richard A. Cummings,
*Karen King PhD., *Vallie Ferraraccio, Maritza Vega, *Legislator, Betty Jean
Grant, Gwen A. Howard RA, LEED AP
- Request Resumes *

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%. As of 12.31.2016: MWBE total 34%
 - 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.
 - 10.24.2016 ECIDA Report sent out for review – Date (TBD) report will be presented to the County Executive – Mark Poloncarz. Then sent to the ECIDA - Steve Weathers, Chief Executive Officer.
 - 2.27.2017 Equal Pay Report issued to ECIDA, Steve Weathers, CEO
 - Plan to begin new round of reviews must first select date for random selection and how many companies to review. Targeted for Fall 2017, Review up to eight (8) companies.
3. **Annual SBA Small Business Matchmaker - Wednesday, May 10, 2017**
 - Location: Salvatore's Italian Gardens from 7:00AM to 12:30PM
4. **ECMC NY State Certification Training Saturday May 13, 2017 10:00 – 12:00Noon** at the Buffalo Erie County Public Library (BECPL), 1 Lafayette Square Buffalo, NY 14203
5. **Boots to Business Reboot – Starting or Growing a Veteran-Owned Business –**
Tuesday, May 16, 2017 9:00AM – 5:00PM Hampton In Downtown, 220 Delaware Ave. Buffalo, NY 14202
6. **5th Annual Hispanic Heritage Community Breakfast – Saturday, June 24, 2017 –**
9:00AM Lexus Club at KeyBank Center, One Seymour H. Knox III Plaza, Buffalo, NY 14203, Cost of \$45.00

7. 47th NACW (National Association of Commission on Women) Conference & Empowerment Summit – July 12, - 16, 2017 – Hyatt Regency Hotel & Conference Center, Buffalo, New York

8. SUNY Buffalo State – Small Business Development Center (SBDC): MWBE Round Table– July 12th, 2017 5:00 – 7:00PM

6. Adjournment: 10:30 AM

- Motion to Adjourn: Maritza Vega
- Second: Vallie Ferraraccio
- Motion Approved

~ Next Meeting July 31, 2017 ~

9:00 – 10:30AM