

## **Small Business Advisory Council Meeting Meeting Minutes**

March 8, 2017

**Call to order:** Chair Jim Butler called the meeting to order at 1:05 p.m.

**Attendance:** The meeting was attended by the following SBC members: Julian Canete, Jerry Bircher, Aubrey Stone, Paul Guerrero, Scott Rogalski, Stephen Martinez, Jesse Torres, Danny Garza, Mike Daniel, Rene Cota, Rachel Fischer, Ruth Bley, Phil Vermeulen, Savita Farooqui, Angel Carrera and Jim Butler.

The following SBC members attended via webinar: Lydia McGee, Lee Cunningham, Betty Jo Toccoli, Justin Adams, Don Stoneham, Douglas Eldridge, Jason Lalak, Ruben Guerra, Jerome Toliver, Lori Kammerer and Sharon Brown.

The following SBC members were absent: Livier Martinez and Shaila Roa Mistry.

The following DGS representatives were in attendance: Danetta Jackson, Tonia Burgess, Emma Cardenas, Brooke Droege, Anthony Lewis, Michael Aguilio, Wayne Gross, Curtis Ayers, Eric Mandell, Bob Door, Dickson Owino, Carl Josephson, Jeff McGuire, Norma Curiel, Charleen Fain-Keslar, Anda Draghici, Jordan Aquino and Tanya Little.

Special guests in attendance included: Sid Voorakkim (GO-Biz), Alice Rodriguez (CA High Speed Rail), Jamie Jones (Cal-Vet) and Kathleen Webb (Gov Ops Agency).

### **Welcome and Introductions**

Council Chair Jim Butler welcomed everyone to the meeting. He introduced Jeff McGuire, Chief Deputy Director of DGS who announced Jim's departure and recounted Jim's many accomplishments during his tenure. This included cost savings increased focus on sustainability and green products, and streamlining the SB/DVBE certification process. Jim was also a large proponent of the SB/DVBE First policy and championed the pool of certified firms from 10,000 up to the current 28,000. He also oversaw the implementation of Bidsync to Caleprocure and his legacy will continue on in many ways.

Aubrey Stone and Kathleen Webb spoke in appreciation of Jim's many contributions. Jim gave a few words of thanks and announced that Ricardo Martinez will be serving as acting deputy director.

Jim introduced a new member, Michael Daniels, who is currently the Regional Director of the Orange County/Inland Empire Small Business Development Center Network. He has been with the Small Business Development Center program for the past six years and has also served as Director of the Long Beach City College Small Business Development Center. Mike is also a small business owner and has been teaching computer college courses for the past 10 years.

### **Approval of December 7, 2016 Meeting Minutes**

Council Chair Jim Butler asked for a motion to approve the December 7, 2016 meeting minutes. Council member Stephen Martinez and Angel Carrera pointed out small corrections. None opposed the approval of the minutes.

### **Past Action Items/Strategic Goals Update**

Jim Butler gave an update on Form 700 and Caltrans reporting. Form 700 is not required by board members per DGS legal. The Council does not have decision making authority, it only makes recommendations by “commenting and providing feedback on the DGS policies and practices that affect or impact small business.”

With regard to whether DGS can breakdown the Consolidated Annual Report (CAR) report into Caltran’s District offices and California High Speed Rail Authority project areas, Jim’s response was “no”. The CAR report does not breakdown any further from the categories already provided. Paul G. would have to request that information from those Departments.

An update on the dashboard’s accessibility was given and is now only two clicks away from the DGS homepage. Regarding Strategic Goals, Angel Carrera gave an update and showed the completed goals from 2016 and the new goals for 2017. Jerry Bircher spoke regarding CUF and the need for “compliance at beginning, middle, and end of project.” It was pointed out that CUF is no longer a part of SB/DVBE certification. Additional CUF enforcement problems were discussed. Jerry Bircher recommended that he has a PowerPoint to go over at some point in the future. The idea of CUF audits was brought up as a potential solution. A motion was made to create a proposal on how to best work approach CUF enforcement including requirements, restrictions, and establish what successful enforcement looks like. SB Council members Paul, Phil, Jerry and Lori volunteered to contribute to this effort.

### **Legislative Update**

Jordan Aquino gave an update on upcoming Assembly bills and Senate bills that impact small business. These included:

[AB 43 \(Thurmond\)](#), [AB 92 \(Bonta\)](#), [AB 262 \(Bonta\)](#), [AB 547 \(Chavez\)](#),

[AB 627 \(Bigelow\)](#), [AB 632 \(Acosta\)](#), [AB 639 \(Obertnolte\)](#), [AB 822 \(Caballero\)](#),

[AB 961 \(Quirk-Silva\)](#), [AB 1635 \(Quirk-Silva\)](#), [SB 605 \(Galgiani\)](#)

All of the links can also be found at:

<http://leginfo.legislature.ca.gov>.

### **GO-Biz Update**

Jesse Torres, Director of Go-Biz went over a current third round \$70 million tax credit program. Also, May is SB month and Go-Biz is gearing up for it. Also, Jesse reported he would be making a trip to Yuba/Sutter to support the SBs impacted by the recent flooding disaster in Northern California.

### **Contract Update**

Eric Mandell went over a list of one time acquisitions, upcoming solicitations, and master services. IT consulting masters expanded categories and CMAS-adding categories such as executive search firms. Eric agreed they could work on providing longer advertising, especially for contracts that are about to expire. Eric said his team could do a one year ahead forecast report.

### **2017 Winter Business Showcase**

Tanya Little recapped the 2017 Winter Business Showcase which featured matchmaking, exhibiting, and hands-on certification workshops. There were over 250 attendees and 50 state participants. Overall, the event was very successful and helpful which was demonstrated through participant feedback.

### **CA High Speed Rail Authority Update**

Alice Rodriguez from HSRA gave a presentation on the current status of HSR. The 520 mile SF to LA stretch is part of Phase 1. Sacramento to San Diego is Phase 2. The Bakersfield to San Jose portion should be complete by 2025 and there are already physical structures being built. When it is completed, it should take 2 hours and 40 minutes to go from SF to LA. Alice recommended SBs utilize "Connect HSR" a database for businesses interested in participating in future endeavors.

### **SB Video Update**

Jerry Bircher reported that Betty Jo is going around the state supporting AB 1635. The SB video is still in the process of being made. The goal is by next Wednesday (3/15/17) the scripts will be done. DGS Office of Public Affairs will be involved. The goal is for the video to be ready by SB Month in May.

**2:20 p.m. SB Certification Periods/Extensions** Sharon Brown - canceled

### **Commercially Useful Function (CUF) Update**

Anda Draghici reported that there is still a lot of work to be done. DGS sent out an e-blast to database. Feedback from the e-blast tells us there is a need for further education. Currently CUF is being featured on many levels, with special focus at DGS Outreach workshops.

### **New Outreach Management Team**

Danetta Jackson introduced Catrina Blair and Brooke Droege as the two new managers in DGS Outreach. Catrina will focus on state customers and Brooke will focus on business suppliers.

### **SARA Ceremony Awardees**

Brooke Droege gave a recap of the January 25<sup>th</sup>, 2017 SARA ceremony. Awards were given for Advocates of the Year, top departments State Agency Recognition Awards, Most Improved SB and DVBE departments of all sizes, Notable achievement awards to the 40 departments that exceeded both their SB and DVBE participation goals and the John K. Lopez Awards for Individual Excellence and Business Excellence presented by California Department of Veterans Affairs. In addition, four very special awards were presented which included; Small Business Advocate Innovation Award, Government Operations Agency Secretary's Special Achievement Award, Richard G. Polanco Diversity Outreach Award and the Governor's Award.

### **New Action Items**

- Create a proposal establishing what CUF enforcement looks like and how it would be administered. The subcommittee would include the following members: Paul Guerrero, Phil Vermueulen, Lori Kammerer and Jerry Bircher. Angel Carrera also offered the assistance of staff to help the committee with the proposal.
- Eric Mandell to provide a one year forecast of contracting.

### **Public Comment Period**

Comment from Jennifer Saha who was not present: "DGS is participating with the CA Dept. of Technology and a group of technology vendors to modernize state procurement and catalog procurement vehicles for IT goods and services. Jennifer Saha, with CompTIA (an IT industry trade association) are seeking small technology vendors that regularly sell to state departments and agencies in the IT hardware, software, or project categories to assist in the process. Please contact Jennifer at [jsaha@comptia.org](mailto:jsaha@comptia.org) to participate."

### **Adjournment**

Jim Butler adjourned the meeting at 2:59 p.m.