

Equitable Contracting and Purchasing Commission

Meeting Minutes – July 30, 2015

Meeting: First Convening of Commission (ECPC)

Date/Time: July 30, 2015, 6:00 pm to 7:30 pm

Location: City Hall, Rose Room

Chair: Bryant Enge, Director – Bureau of Internal Business Services (BIBS)

Secretary: Amira Streeter, Staff – BIBS

In Attendance: Commissioners

Marcela Alcantar, Alcantar and Associates

Michael Burch, Pacific Northwest Regional Council of
Carpenters

Andrew Colas, COLAS

Herbe Fricke, Oregon Native American Chamber

Vicqui Guevara, Valley Growers Nursery & Landscape, Inc.

Tony Jones, Metropolitan Improvement Partnership

Rosa Martinez, Professional Minority Group, Inc.

Andrew McGough, Worksystems, Inc.

Maurice Rahming, O'Neill Electric, Inc.

Welcome and Introductions

- Chair Enge addresses the Commission
 - Welcomes and thanks Commission for participating
 - Brief overview of meeting agenda
 - Discussion on background and need for Commission following City Ordinance
 - Discussion on general duties of the Commission
- Commission, Chair, and Secretary introduce selves

Swearing in of Commissioners

- Swearing in of Commissioners conducted by

Remarks from Mayor Hales

- Mayor Hales addresses the Commission and public
 - Comments on the seriousness and importance of the Commission
 - States appreciation, regards and acknowledgment of expertise
 - Expresses enthusiasm on Commission's future actions
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Review of Agenda

- Chair Enge goes over the meeting's agenda

Overview of Purpose

- Chair Enge presents working diagram of how the Commission should work
- Chair Enge comments on community outreach, creation of a survey, getting the public and other agencies to participate in the process
- Chair Enge comments on the designation for Commissioners to work to get results

Development of Operating Guidelines

- Discussion on creation of bylaws
 - Commissioners volunteer to create Commission bylaws – Jones, Rahming, Martinez and Burch
 - Creation of bylaws will be completed by next meeting using primer and public meetings law
 - Creation of mission or charter of how Commission is going to work together
 - Scheduling for volunteers (Bylaw Subgroup) to be carried out in the future

Discussion of Priorities

- Chair Enge addresses Commission: *What would you like to have accomplished over the next two years?*
 - Each Commissioner gave recommendations that should be made priorities or should be addressed during the Commission's term:
 1. Review what has been done in the past
 2. Review what is currently being done
 3. Get detailed data to guide work

4. Increase workforce and increase apprentice, foreman and journeyman participation
 5. Examine and take down limitations to get City contracts
 6. Bring business to the City by creating a better relationship between businesses and the City
 7. Increase investment in minority and women owned businesses
 8. Create audits and reports to present to council and publish
 9. Set hard goals to achieving equity
 10. Examine conflicts within the contracting process
- Discussion opened up to public in attendance of the meeting
 - Impact legislation
 - Review good faith efforts for compliance
 - Review current mandates and ordinances in the 2009 study and 2012 regulations
 - Have a sense of urgency
 - Examine internal actions within the city
 - Review recent auditor's report
 - What are the opportunities to engage youth and recruit?
 - What exactly are the powers of the commission?
 - Review state action
 - Examine barrier to opportunities
 - Breakdown studies be the number – look at the sheer quantity
 - Look at what other cities are doing
 - Find out how to use current programs more effectively – what are their pitfalls of current programs that need to be improved or eliminated?
 - Invest in sustainability of people
 - Commissioners and public segued into an open discussion and conversation of what they would like to see from the Commission
 - Discussion on necessity and desire for more detailed data and to dissect baseline numbers to see how contract opportunities with the City are distributed
 - Commissioners highlight how it is essential for the Commission to work together and to look at the entire minority community to make a difference

Discussion of Next Steps

- Coordination of next meeting schedule
- Discussion on next meeting's agenda
 - Configuration of priorities
 - Review of bylaws

- Initial presentation of data gathered – what is available and what needs to be collected

Meeting Adjourned