

# **Equitable Contracting and Purchasing Commission**

*Meeting Minutes – September 24, 2015*

Meeting: September Meeting of ECPC

Date/ Time: September 24, 2015, 6:05 p.m. to 7:42 p.m.

Location: Portland Building, Room C

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

Secretary: Melissa Walton Hendricks, Staff – BIBS

In Attendance: Commissioners

- Marcela Alcantar, Alcantar and Associates
- Michael Burch, Pacific Northwest Regional Council of Carpenters
- Andrew Colas, COLAS
- 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.

Excused: Commissioner

- Herbe Fricke, Oregon Native American Chamber

## **Welcome and Networking**

- Chair Enge calls meeting to order, 6:05 p.m.
  - Welcomes commissioners and audience members
  - Takes roll – everyone present except Commissioner Fricke
    - Commissioner Fricke had emailed the Chair in advance that he could not attend
  - Invites everyone to network with one another for 10 minutes

- Meeting called back to order at 6:20
- New staff introduced

## **ECPC Bylaws**

- Commissioner Rahming leads discussion on draft of bylaws
  - Discussion of attendance policy
  - Thank commissioners who worked on the Bylaws subcommittee.
  - Commissioner Colas moved to approve the bylaws
    - Aye: 8
      - Commissioner Alcantar
      - Commissioner Burch
      - Commissioner Colas
      - Chair Enge
      - Commissioner Guevara
      - Commissioner Jones
      - Commissioner Martinez
      - Commissioner McGough
      - Commissioner Rahming
    - Nay: 0
      - None
    - Absent: 1
      - Commissioner Fricke
  - Bylaws adopted

## **Baseline Numbers**

- Melissa Walton Hendricks leads discussion of baseline numbers from FY13/14
  - Discussion of Separating out Minority Women contractors
  - Discussion of Looking at the 2009 disparity study numbers, too
  - Discussion of Availability vs. Capacity of minority and women contractors
  - Request for additional information and formatting changes
  - Discussion of how much time to spend on baseline numbers – want to move forward with recommendations
  - Chair Enge asks that we continue this conversation at the next meeting to give the Auditor time to do her presentation

## **Auditor's Contracting Report**

- City Auditor Mary Hull Caballero, Sr. Management Auditor Tenzin Choephel, and former Sr. Management Auditor Beth Woodward present on their 2015 report
  - Discussion of major problem areas presented in Report
    - Lack of clarity in procurement roles and responsibilities
    - Level of competition for City contracts not measured
    - Effectiveness of Social Equity Programs
    - Unmanaged Contracting Risk
  - Recommends that the City Council steps in, sets goals, and clarifies the roles and duties of city entities
  - Auditor's office timeline
    - They will request a status report in June, 2016
    - If there has not been adequate improvement they will do another formal audit follow up
- Chair Enge requests that the Auditor come to the October ECPC Meeting so that Commissioners can ask questions and continue the conversation

## **Public Comments**

- Concerned that city is not dedicating adequate resources to ECPC
- Concerned that too much time will be spent on baseline numbers instead of figuring out where to go from here
- Concerned that council will burn out quickly. Encouraged slow, steady progress.
- Grateful for Auditor's Report, found it very useful

## **Meeting Adjourned**