



THE CITY OF SAN DIEGO

CITIZENS' EQUAL OPPORTUNITY COMMISSION

MEETING MINUTES

Wednesday, November 5th, 2014

6:00 – 8:00 p.m.

City Administration Building

12th Floor Committee Room

202 C Street – 12th Floor

San Diego, CA 92101

CALL TO ORDER at: 6:04 pm by Chair Corbin.

ROLL CALL:

Stamp Corbin, Chair

Kristine Custodio

Lan Jefferson

Gregg Torwick, Vice Chair

Rafael Perez

Laura Warner

Monte Jones

Dan Ortiz

EXCUSED:

Jon Cloud

STAFF & GUESTS:

Henry Foster III, Program Manager, Equal Opportunity Contracting

Cheryl Stadille, Contract Compliance Officer, Equal Opportunity Contracting

Christian Silva, Senior Management Analyst, Equal Opportunity Contracting

Claudia Abarca, Supervising Management Analyst, Equal Opportunity Contracting

Ramone Lewis, Supervising Management Analyst, Equal Opportunity Contracting

Monica Montgomery, Council Representative, Council District 4

APPROVAL OF: Meeting Minutes from October 8, 2014
Minutes approved unanimously (7/0)

Motion made by Commissioner Warner to approve October 8th Meeting Minutes, seconded by Vice Chair Torwick. Minutes approved unanimously (7/0).

NON AGENDA PUBLIC COMMENT: None.

PRESENTATIONS: None.

STAFF UPDATES: Christian Silva, Equal Opportunity Contracting (EOC) Program Update

Staff gave an update on the SLBE program, contracting updates, training attended by employees, and outreach events (Attachment A).

Commissioner Warner requested a breakdown by gender of A&E SLBE participation levels. Commissioner Jefferson requested a breakdown of minority groups for denied SLBE applications.

DISCUSSION ITEMS: None.

ACTION ITEMS (Motions needed): None.

CHAIR ANNOUNCEMENTS:

Vice Chair Torwick stated that Elite will have fundraiser at Admiral Baker's Field on November 13th from 6:00 - 8:30 PM. Mr. Foster mentioned that EOC will have a table at the event.

Commissioner Warner requested an action item to be added to the December 3rd agenda to propose the addition of Women and Disabled Veterans to SDMC §26.16 (Attachment B).

Chair Corbin attended the Economic Development and Intergovernmental Rules (ED&IR) Committee meeting on October 22nd for the EOC discussion regarding Council Policy 100-10. Mr. Foster mentioned that EOC will come back to the committee with suggested improvements.

Copies of the Purchasing & Contracting proposed SDMC amendments which went before the Budget & Government Efficiency Committee on October 29th were provided to the commissioners regarding the full implementation of the e-Procurement system, expanded use of cooperative agreements and simplification & streamlining of City Council approval thresholds. All three items were approved to move forward to City Council.

SUBCOMMITTEE REPORTS:

Commissioner Custodio was selected to be chair of the Data Subcommittee. A meeting schedule will be established and provided.

Chair Corbin requested an update from the Public Relations Subcommittee next month.

Commissioner Warner was selected to be chair of the Bidding & Contracting Subcommittee. A report was provided (Attachment C). Presentations on the contracting process were requested from the Purchasing & Contracting Department and the Public Works Department.

Commissioner Ortiz was added to the Data Subcommittee.

Motion made by Commissioner Jefferson to adjourn the meeting, seconded by Commissioner Ortiz.

ADJOURNMENT: 6:45 p.m.

NEXT MEETING: December 3, 2014

MATERIALS PROVIDED:

- EOC Program Update (Attachment A)
- Proposed Amendments to SDMC §26.16 by Commissioner Warner (Attachment B)
- Bidding & Contracting Subcommittee Update (Attachment C)
- Report to the City Council 14-061 – Proposed Revisions to the Municipal Code Regarding the Approval of Purchase Orders and Requisitions and the Threshold Dollar Amount for Goods and Services Contracts Requiring City Council Approval
- Report to the City Council 14-062 – Proposed Additions to the Municipal Code Regarding the Approval of Electronic Transactions and Signatures in the Processing of Contracts for Consultants, Goods, Services, and Public Works
- Report to the City Council 14-063 – Proposed Revisions to the Municipal Code Regarding the Definition of Cooperative Procurement Contracts and Contracts Not Required to be Competitively Bid