



THE CITY OF SAN DIEGO

CITIZENS' EQUAL OPPORTUNITY COMMISSION

MINUTES

Wednesday, October 5, 2011

6:00 p.m. – 8:00 p.m.

At

City of San Diego – City Hall

202 C Street

San Diego, CA 92101

12th floor Committee Room

COMMISSIONERS PRESENT:

Brad Barnum

Montes Jones

Laura Warner

John Cloud

Jay M. Montenegro

Stampp Corbin, Vice Chair

Gregg Torwick

COMMISSIONERS ABSENT

Dr. Shirley Weber, Chair

Ron T. Cho

Juan Gallegos

MAYOR'S STAFF & Guests:

Debra Fischle-Faulk, Administration Department Director

Henry Foster, Equal Opportunity Contracting Program Manager

Hildred Pepper, Purchasing and Contracting Department Director

Denise Sandoval, Administration Department Executive Secretary

CALL TO ORDER: The meeting was called to order at 6:10 p.m. by Vice Chair, Stampp Corbin. All Commissioners introduced themselves for the record.

MINUTES APPROVAL: Agenda unanimously approved (7 / 0). Minutes from August 23, 2011 unanimously approved, with amendments (correct and repost) (7 / 0 abstained).

NON-AGENDA PUBLIC COMMENT: None

STAFF REPORT:

- Overview Equal Opportunity Contracting Programs Annual Report Presented by Henry Foster and Debra Fischle-Faulk: (handouts provided)
 - Debra Fischle-Faulk is working on a list of items that will strengthen the outcome of the SLBE program, Purchasing and Contracting is also putting together a restricted piece for Goods and Services.
 - SLBE Program will be re-analyzed in regards to A&E.
 - Information that is missing from this report in regards to goods and services will be provided as a separate attachment at a later date by Purchasing and Contracting.
- Compliance Highlights of the EOC's activities: (handout provided)
 - Contracting Section has had an internal transition... A&E is now under Tony Heinrichs, Director of Public Works instead of under Hildred Pepper, Director of Purchasing and Contracting.
 - There were concerns regarding our Federal Good Faith Effort Documentation evaluations at bid time. We have currently reviewed 52 up from 5 reviewed in 2010 and non compliance matters we have reviewed 36 up from 2 reviewed in 2010. Several Measures have been put in place to continue improving requirements and specifications.
- Mentor Protégé:
 - Every Protégé has increased their bonding capacity after participating in the program
 - Review on expansion of the program was requested, in partnership with the CEOC
 - A meeting was held at the AGC with Mentors and they had several suggestions regarding emerging businesses and smaller businesses, such as:
 - The need for technical assistance
 - Guidance on bidding construction projects
 - Online training class
 - Training package including a binder for reference.
(AGC offered their resources.)
 - A staff member currently sends bid opportunities directly to SLBE's & ELBE's. 122 opportunities sent out without duplication.
- Goals:
 - Establishing contract by contract goals for developer reimbursement agreement.
 - Design, develop, and implement contractor awards program
 - Submit recommended improvements by the 3rd Quarter

ACTION ITEMS: Carried forward from last meeting:

- Summary of Portland Oregon's Mentor Protégé Program overview (handout)
 - List of Portland Oregon's Protégés (handout)
 - They have made programmatic changes to include the following:
 - They have restructured to include many types of professional service firms.
 - They put together training classes.
 - Their budget has fluctuated with the increase/decrease of participating businesses.

- They are in the process of creating a 3 year action plan which they will share when it is completed.

Request for Action: Clarification of the topics below regarding Portland’s Mentor Protégé.

- Time Frame of graduates
- Outreach devices
- Breakdown of graduation roster for comparison
- Protégé allowance amount
- Cash on hand figure for the City of San Diego Protégé Program.
- Does Portland have same pre-qualifications as the City of San Diego?
- Expansion to other businesses, A&E consultants, Good & Services
- Interns to help the Mentor Protégé program
- Proposed Strategies for Public Hearings “Challenges of doing Business with the City”
 - Form subcommittees.
 - Identify associations and organizations for targeted outreach.
 - Send a letter out to businesses and local publications for better attendance at monthly meetings.
 - Design a survey to be sent to City certified firms, associations & organizations.
 - Gather all data and draft a summary report by March 2012.

Motion: The Commission accepts the “Summary of the Mentor Protégé Program Port of Portland Update” and requests that staff bring a final draft of the additional information requested. 2nd

Vote: Unanimously approved 7/0

Motion: Commissioner Barnum motions to accept the “Draft Proposed Strategy for Public Hearings - Doing Business with the City of San Diego”. 2nd

Vote: Unanimously approved 7/0

- Non-Compliance Consequences:
 - Staff informed the Commissioners that the City Attorney’s Office needs to be present to determine the non compliance consequences if the Commission wants to visit options.

Motion: Commissioner Warner requests that the City Attorney be asked to give the Commission some remedies for all contractors that are non-compliant in regards to Equal Opportunity Contracting Program requirements. 2nd

Vote: Unanimously 7/0

- Suggestion Box:
 - The option to remain anonymous was a concern
 - Suggestion button inserted on the Commissions website
 - It was suggested that we provide a link to Commissioners for access to the suggestion button link, so that they could pass this along to others.

COMMISSIONER ANNOUNCEMENTS/COMMENTS:

- Requested Binders for Commissioner Monte Jones and Jay Montenegro
- Roz Winsted called in to voice here dislike of the Annual Report format

CHAIR'S REPORT: None

ADJOURNMENT: Unanimously approved (7/ 0).

NEXT MEETING: November 2, 2011 at City Hall.

Materials Provided:

- Minutes for August 23, 2011
- EOC Annual Report
- EOC Statistical Information from Annual Report
- Portland Oregon's Mentor Protégé Program overview
- List of Portland Oregon's Protégés
- Draft – Proposed Strategy for Public Hearings
- Meeting schedule
- Brown Act Pocket Guide