



Business Diversity Advisory Group Meeting Summary

1500 Jefferson Street SE, Olympia WA 98501, Room 2320

July 16, 2019 · 10:00 AM – 12:00 PM

NEW webinar system: Join Zoom Meeting

at <https://zoom.us/j/6485405456>

Call in: 1 669-900-6833

Meeting ID: 648 540 5456

Members Present:

ABN Technologies LLC, Trena Payton
ASAP Translation Services, Maria Gutierrez
Birch Equipment Rental and Sales Inc., Cara
Buckingham
EC Computer, Patricio Mendoza

JRivera Associates, Inc., Jose R. Rivera
Pacific Office Solutions LLC, Julie Valdez
Sybis LLC, Jeremy Djajadi
Washington PTAC, Tiffany Scroggs

Guests: Camilo Madero (ASAP Translation Services)

Staff Present:

Erin Lopez, Business Diversity Initiatives Manager
Enterprise Services
p: (360) 407-8010, e: erin.lopez@des.wa.gov

Josh Klika, Procurement Supervisor
Enterprise Services
p: (360) 407-7939, e: josh.klika@des.wa.gov

Rex Brown
Office of Minority and Women's Business
Enterprises
p: (360) 664-9769, e: RexB@omwbe.wa.gov

Jaime Rossman, Deputy Assistant Director
Enterprise Services
p: (360) 407-9329, e:
Jaime.Rossman@des.wa.gov

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Topic

Welcome & Overview

- Introduction of members
- Introductions of guests
- Overview of today's agenda
- Overview of last meeting minutes
- Meeting location results & discussion
 - October 23, 2019, 1:30 – 3:30 PM, after Meet the BIGS in Spokane, WA.
 - Not tied to an event, but in the spring in March or April in North King/Snohomish County.

Washington State Disparity Study / I-1000 Updates

- [Disparity Study Released June 19, 2019](#)
- Governor's Memo on Implementation of I-1000
- Business Diversity Subcabinet moves to OMWBE
 - [Roadmap to Contracting Equity](#)

BDAG DES Procurement Engagement

- BDAG has said they would like to be involved with procurements prior to solicitations and contract execution.
- Examples of procurements and concerns: ITPS, janitorial, language access, potentially others.
- DES requested BDAG's recommendations for more inclusive procurements (i.e., general topic areas like NASPO and small business preference, information on forecasts, etc.)?
- BDAG member responses:
 - Include forecasts for BDAG members. Members may help identify firms.
 - General recommendations for procurements with specifics only as examples (one member did want to focus on specific procurements).
 - Policy driven and methods.
 - Economic development, job creation in rural areas.
- Based on member responses, agreed to provide forecast information and focus on general recommendations rather than specific procurements (unless requested by the full group).



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Other DES Updates

- DES Direct buy policy draft
- Amazon reports: will provide role up summary for the August meeting
- Update on Cooperatives recommendation
- Business Diversity and Marketing Manager
- [EO 19.01](#)
- BDAG Website

Closing & Next Meetings

- Confirmation of next meeting agenda topics

Attachments:

- Draft Meeting Minutes from June 2019
- Meeting location survey and information
- Disparity study is a link (too large to attach)
- Governor's Memo on Implementation of I-1000
- Roadmap to Contracting Equity
- Executive Order 19-01 Veteran and Military Family
- BDAG Website Content
- DES Action Items

Next meetings:

3rd Tuesday of the month from 10 AM – 12 PM

- August 20, 2019
- September 17, 2019

Alternate date/locations:

- October 23, 2019, 1:30 – 3:30 PM (Spokane)

Action items between July and August meeting:

BDAG Formal Recommendations:

- Add drafting preference for small, mini, and micro businesses to August's agenda.



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BDAG Informal Recommendations:

- Include BDAG in conversation prior to solicitations with forecast information. BDAG may have recommendations for market research.
- Keep recommendations general (rather than to specific procurements).

DES Action Items:

- Launch revised BDAG website.
- On-going to work with members on two BDAG meetings at other geographic locations.

Summary of BDAG Recommendations (attached)