



Business Diversity Advisory Group Summary

Airway Heights Library

1213 S Lundstrom St, Airway Heights, WA 99001

October 15, 2019 1:30 PM – 3:30 PM

Webinar system: Join Zoom Meeting

Zoom information is different from our standing link/number.

<https://zoom.us/j/165688288>

Call in: 1-669 900 6833

Meeting ID: 165 688 288

Members:

Blue Shift Media, Danny Hankins
Birch Equipment Rental and Sales Inc., Cara Buckingham
Bisoft Consultancy Services LLC, Bala Uday
JRivera Associates, Inc., Jose R. Rivera
Ovation Technology LLC, Malcolm Waters

Pacific Office Solutions LLC, Julie Valdez
Resilient Learning & Solutions LLC, Carl Newhouse
Sybis LLC, Jeremy Djajadi
TokuSaku Inc., Matt Iseri
Washington PTAC, Tiffany Scroggs

Guests:

Camilo Madero, ASAP Translation Services
p: (509) 747-5121

Ben Cabildo, AHANA/ SCORE
p: (509) 999-5365

Victor Vera, AHANA / SCORE
p: (509) 995-5987

Yvonne C. Montoya, AHANA/ SCORE

Washington State Staff Present:

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

Shana Barehand, Business Diversity & Outreach
Manager
Enterprise Services
p: (360) 407-7926,
e: Shana.Barehand@des.wa.gov

Rebecca Linville (virtual)
Business Operations Manager
Enterprise Services p: (360) 407-8481,
e: rebecca.linville@des.wa.gov

Business Diversity Advisory Group Minutes

1500 Jefferson Street SE, Olympia WA 98501, Room 2320

Oct. 15, 2019 · 10:00 AM – 12:00 PM

NEW webinar system: Join Zoom Meeting

<https://zoom.us/j/165688288>

Call in: 1 669-900-6833

Meeting ID: 648 540 5456

<i>Topic</i>
<p>Welcome & Overview</p> <ul style="list-style-type: none"> • Welcome • Introduction of members • Introductions of guests • Overview of today's agenda • Overview of last meeting summary
<p>DES Updates</p> <ul style="list-style-type: none"> • BDAG travel reimbursements <ul style="list-style-type: none"> ○ Statewide Vendor/ Payee services ○ Statewide Payee Registration • BDAG Website • New BDAG applications (terms end in April) • Procurement forecasts <ul style="list-style-type: none"> ○ Goods and Services (non-IT) ○ IT Forecast • DES Enterprise Procurement Policy Meeting scheduled for 10/23/19
<p>Agenda focus: Services</p> <ul style="list-style-type: none"> • OMWBE roadmap (race and gender neutral) • Small, mini, micro, and veteran-owned business preference <ul style="list-style-type: none"> ○ See attached DRAFT BDAG member enterprise policy recommendations document created during the meeting.
<p>Agenda focus: Goods</p> <ul style="list-style-type: none"> • Amazon reports
<p>Closing & Next Meetings</p> <ul style="list-style-type: none"> • Confirmation of next meeting agenda topics

Attachments:

- Draft Meeting Summary from September 2019

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- DES Action Items
- Policy memo
- Amazon Report
- Created during the meeting: BDAG member enterprise policy recommendations

Next meetings:

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

- November 19, 2019
- *December – no meeting*
- January 21, 2020

Alternate date/locations:

- Sprint – Northwest WA - TBD

Action items between October and November meeting:

BDAG Formal Recommendations:

- Pending: drafting enterprise policy recommendations for small and diverse business inclusion.

BDAG Informal Recommendations: incorporated in the DRAFT BDAG policy recommendations.

DES Action Items from BDAG for this month:

- Work on scheduling a train-the-trainer on public market research databases (outside the time of the BDAG meeting).

DES requests for help from BDAG:

- Review our forecast handout and how we explain our agency and how to work with us so we can better communicate with businesses.

Summary of past BDAG Recommendations (attached)