

## Business Diversity Advisory Group Summary

No In-Person Meetings (COVID-19 distancing)

June 16, 2020 · 10:00 AM – 12:00 PM

### Webinar system: Join Zoom Meeting

<https://des-wa.zoom.us/j/99492092566>

Call: 877 853 5247 US Toll-free

Meeting ID: 994 9209 2566

#### Members Present:

Blue Shift Media, Danny Hankins  
 Centro De Servicios Comunitarios LLC, Bertha Alicia Garza  
 Demarche Consulting Group, Linda Paralez  
 Excel Supply Company, Irene Reyes  
 Inceodia, Kristann Orton  
 Jones & Associates Contract Services LLC, Joseph Jones

Pacific Office Solutions LLC, Julie Valdez  
 Soul on Fire Consulting LLC, Sarah Lloyd  
 Sybis LLC, Jeremy Djajadi  
 The Pillars Group LLC, Dean Vand Dyke  
 TNT Signs, Inc. dba Fastsigns, Grace Kendall  
 Washington PTAC, Tiffany Scroggs & Trena Payton  
 Zena Consulting, Lee Mozena

#### Washington State Staff Present:

Bart Potter, Procurement Strategist  
 Enterprise Services  
 p: 360-407-9431  
 e: [bart.potter@des.wa.gov](mailto:bart.potter@des.wa.gov)

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

Shana Barehand, Business Diversity & Outreach Manager, Enterprise Services  
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 e: [Shana.Barehand@des.wa.gov](mailto:Shana.Barehand@des.wa.gov)

<i>Topic</i>
<p><b>Welcome &amp; Overview</b></p> <ul style="list-style-type: none"> <li>• Welcome</li> <li>• Introduction of members and guests</li> <li>• Overview of today's agenda</li> <li>• Overview of last meeting summary</li> </ul>
<p><b>Member Information</b></p> <ul style="list-style-type: none"> <li>• Contact sheet</li> <li>• Demographics</li> </ul>
<p><b>Business Diversity Advisory Group (BDAG) Meeting Guiding Practices – Draft</b></p>
<p><b>DES Updates</b>  <a href="#">Enterprise Policy schedule</a></p>

## **Business Diversity Advisory Group Summary**

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May 19, 2020 · 10:00 AM – 12:00 PM

### **Webinar system: Join Zoom Meeting**

<https://des-wa.zoom.us/j/93194834659>

Call: 931 948 34659 US Toll-free

Meeting ID: 931 9483 4659

The Department of Enterprise Services Enterprise Procurement Policy Team will be hosting a virtual Policy Workshop on **June 30, 2020**. See [workshop memo](#).

- [Goods and Services \(non-IT\) Forecast](#)
- IT Forecast
- [COVID-19 supply update](#)
- [Hiring and Consulting Freeze](#)

#### **Member Goals/ Priorities**

Schedule time with each member to confirm what is most important to you between June and August's meeting.

#### **Closing**

#### **Attachments:**

- Meeting summary
- DES Action Items
- BDAG membership contact sheet
- BDAG member demographics - PPT
- Meeting Guiding Practices – Discussion draft
- Excel with state's data

#### **Next meetings:**

3<sup>rd</sup> Tuesday of the month from 10 AM – 12 PM

- July 21, 2020
- August 18, 2020
- September 15, 2020

#### **Alternate date/locations:**

- Historically we had a fall BDAG meeting in central/eastern Washington and a spring meeting in northwest Washington. (COVID-19 may impact these effort)

*Action items between June and July meeting:*

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#### **BDAG Formal Recommendations:**

- Pending: small, mini, micro preference policy and potentially procedures (drafting).

#### **DES Action Items from BDAG for this month:**

- Discussion draft for revised meeting guiding practices
- Developed one pager summarizing information about programs and practices in states that have statutes that are similar to those in Washington.
- Met with BDAG members to better understand current member priorities.

#### **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.
- Identify where members see opportunities for DES to support businesses during COVID-19 impacts.

*Summary of past BDAG Recommendations (attached)*