

Business Diversity Advisory Group Summary

No In-Person Meetings (COVID-19 distancing)

January 19, 2021 · 10:00 AM – 12:00 PM

Webinar system: [Join Zoom Meeting](#)

Members Present:

Blue Shift Media, Danny Hankins
Birch Equipment Rental and Sales Inc., Cara Buckingham
Centro De Servicios Comunitarios LLC, Bertha Alicia Garza
Excel Supply Company, Irene Reyes
Inceodia, Kristann Orton
Jones & Associates Contract Services LLC, Joseph Jones

Ovation Technology LLC, Malcolm Waters
Pacific Office Solutions LLC, Julie Valdez
Sybis LLC, Jeremy Djajadi
The Pillars Group LLC, Dean Vand Dyke
Washington PTAC, Tiffany Scroggs & Trena Payton
Zena Consulting LLC, Lee Mozena

DES Staff Present

Alexander Kenesson, Procurement Supervisor
Enterprise Services
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e: Alexander.Kenesson@des.wa.gov

Bart Potter, Procurement Strategist
Enterprise Services
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Courtney Kleck, Fleet Operations & Parking
Manager, Enterprise Services
P: 360-664-9203, e: courtney.kleck@des.wa.gov

Guests Present

Matt Hanson, Procurement and Risk Manager
Liquor and Cannabis Board
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William McGill, Contracts Specialist
Liquor and Cannabis Board
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Drew Zavatsky, Procurement Risk Assessment
Administrator, Enterprise Services
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Erin Lopez, Business Diversity Outreach Specialist,
Enterprise Services
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Shana Barehand, Business Diversity & Outreach
Manager, Enterprise Services
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Tia Livingood, Management Analyst
Liquor and Cannabis Board
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Topic

Welcome & Overview (Erin)

- Members and guests

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DES Updates – Contracts & Procurement (Bart & Alex)

- [Goods and Services](#) Forecast
- Update on One Washington
- Metrics

DES ACTION ITEMS:

- Update on how DES engages contracted vendors when there are staff changes (desk manual update).
- One Washington clarity on data migration (will WEBS and Vendor ID profiles be imported or will everyone have to enter into the new system)
- Clarify cooperative agreements in metrics
- Add time on the agenda to have a dialog about how DES posts information about planned procurements, RFIs, and searches for expiring contracts. Also, time on how the business community can engage through the planning process.

DES Updates – Enterprise Policy (Drew)

- Update on progress reviewing Supplier Diversity policy feedback
- Highlighted [OMWBE's Tools for Equity Public Spending](#)
- Next Supplier Diversity policy draft is anticipated for feedback for the May 2021 Policy meeting.

DES ACTION ITEMS:

- Look into and share what New York State has for enforcement and practices that lead to high inclusion. Review other states that are doing well or poorly and indicators that might be relevant for BDAG.
- Going forward OMWBE will set agency goals per agency and based on their availability. Request for OMWBE to present at a future meeting.

Building on Past Work (Shana)

- DES small and diverse division policy.
- Highlighted enforcement practices and HUBZone (sba.gov/HubZone).
 - PTAC offered to be a resource for HUBZone Certification questions

Future Work/ Meetings Update (Erin)

- Industry pilot with Tabor 100 for business professional services.
- Next Lunch and Learn is scheduled for January 28, 2021 from 12 – 1 PM

DES ACTION ITEM:

- DES draft questions to ask before partnering with entities, events, etc.

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- Communications enhancements for helping bring in new members for the next term.
- Produce demographics summary of new member applications and gaps.
 - Application deadline is mid-February so this needs to be emailed before then.

DES/BDAG ACTION ITEMS:

- Hold meeting on pipeline breakdown document and bring revisions back to the next meeting.
- Collaborate on strategies for BDAG applicants that aren't selected.
 - Engage through email and 1:1 meetings
 - Consider a listening sessions
 - Consider application demographics summary in discussion

Guest Presenter: DES Fleet Operations & Parking

DES ACTION:

- Share Fleet Operations and Parking PPT with BDAG members
- Engage with Courtney on recommendations to support future guest presenters
- DES to create template talking points for guest presenters (Trena offered to help).
 - Initial recommendations include outreach efforts, direct buy practices, and forecasting approach.
- Information on General Motors Vision Board

Guest Presenter: Liquor and Cannabis Board

LCB ASK: invited to share more details about their small business program and preferences.

Closing & future meetings (Erin)

Potential future guests

- Washington State Department of Social and Health Services
- University of Washington: Division inclusion plans, pricing agreements
- City of Seattle

DES ACTION:

- Work collaboratively on setting key items over the next month before setting up more guests.
- Potentially, include UW as our next guest.