

PCAG Meeting Minutes

March 17, 2021

- Welcome and introductions
 - Facilitator: Shana Barehand-Business Diversity & Outreach Manager, Department of Enterprise Services
 - Introductions
- PIE Team Small Business Inclusion and Equity Policy
 - Shana Barehand-Business Diversity & Outreach Manager, Department of Enterprise Services
 - Implementing for Master Contracts
 - Policy: increasing the amount of master contracts awarded to small, diverse, and veteran owned businesses
 - Solicitation strategies
 - With the policy, new procedures have to be created
 - Getting people use to seeing inclusion plans
 - Letting them know that diversity and equity is important to us
- WEBS Update
 - Alisha Ghanie-Business Operations Manager, Department of Enterprise Services
 - Katie Holder-Management Analyst 5, Department of Enterprise Services
 - WEBS user groups meet every other month for an hour and a half
 - Enhancement: adding a step between marking who has responded and who was awarded.
 - WEB enhancement roll out timeline-launch 04/26/21.
- SEEP Toxic Workgroup Update
 - Cheral Manke-Marketing Relationship Manager, Department of Enterprise Services
 - Support state agency efforts related to sustainable purchasing, toxics and plastics reduction, safe cleaning and clean electricity
 - Developing EPP Tools, Guidance and Training
 - EPP page on the DES website coming soon
 - New State of WA EPP Guide coming soon
 - Proposed priorities:
 - EPP Goals & EPP Action Plan
 - Standardized EPP Specs
 - Track & Report EPP/Sustainable Purchasing
 - Additional activities:
 - Label EPP Master Contracts/Products

- Increase Master Contracts Offering EPPs (Target Ks)
 - Form Formal EPP Program
- Planned Procurements Page
 - Shana Barehand, Department of Enterprise Services
 - Forecasting, planning procurements
 - Current and Future Bid Opportunities
- Legislative Update
 - Greg Tolbert, Department of Enterprise Services
 - Bills that impact contracts and procurement
 - Budgets (operations, capital, and transportation)
 - Halfway through session

PIE strategic plan

- Disparity Study Recommendations
 - Ever-evolving document
- Roundtable
- Adjourn