

Small Business Advisory Council (SBC) Minutes

March 14, 2005



SBC Attendance

The meeting was attended by: Rita Hamilton (Chair); Mariel Dennis (alternate Chair), Iris Ching, Elisabeth Brinton, Janet De Zonia, Paul Guerrero, Calvin Lucas (alternate for Aubry Stone), Randall Martinez, Rob Porter, Jim Stanfield and Betty Jo Toccoli.

Opening Remarks

Rita Hamilton welcomed the new members of the SBC and stated how honored she is to serve as the Chair and looks forward to hearing the Council's input to better serve the diverse supplier communities of California.

DGS Key philosophies are:

1. DGS is committed to ACCESS. Access to information, resources, individuals and opportunities to increase the participation of small businesses (SBs) and DVBEs in the contracting process.
 2. DGS is dedicated to creating OPPORTUNITIES for SB/DVBEs.
 3. DGS is interested in SBs taking an OWNERSHIP stake in the State's procurement programs to the fullest extent possible.
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New SBC Introductions

The new SBC members introduced themselves and the associations they represent:

- Elisabeth Brinton, AeA, the largest technology association in the nation;
 - Janet De Zonia, Sacramento Metropolitan Chamber of Commerce;
 - Paul Guerrero, Northern California Latino Business Association;
 - Calvin Lucas (alternate for Aubry Stone), CA Black Chamber of Commerce;
 - Randall Martinez, NorCal FDC (Northern California Small Business Financial Development Corporation);
 - Rob Porter, CA Society of Municipal Financial Officers (CSMFO);
 - James Stanfield, DVBE, Secretary of CA DVBE Alliance and member of the California Department of Veteran Affairs DVBE Council; and
 - Betty Jo Toccoli, President of CA Small Business Association
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Absent SBC Members

The following members were absent:

- Gene Hale, L.A. African-American Chamber of Commerce;
 - Tracey Stanhoff, American Indian Chamber of Commerce of CA (AICC);
 - Stephen McGlover, CA Community Connection Corporation.
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Special Guests

The following special guests participated in the meeting:

- Ron Joseph, Director, Department of General Services (DGS);
 - Andrew Chang, Chief Deputy Director, DGS
 - George Valverde, Undersecretary, State & Consumer Services Agency (SCSA);
 - Happy Chastain, Deputy Secretary, Legislation, SCSA
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Agenda

Members were asked if there were any items of new business to add to the agenda. There were none. The Agenda was unanimously approved.

Prior Meeting Minutes

Given the amount of time since the last SBC meeting, there were no past minutes to adopt.

Adoption of Charter

The SBC Charter was modeled after those used by Councils sponsored by CalTrans and the Department of Veteran Affairs. The Charter was adopted.

The State of Contracting and Procurement

Rita Hamilton, Mariel Dennis and Deborah Fraga-Decker gave a presentation discussing the State of Contracting and Procurement, including some of the changes that have occurred since the last Council meeting at the beginning of the current Administration, and the impact of these changes at DGS.

(Handout provided.) The presentation addressed:

- California Strategic Sourcing Initiative (CSSI)
 - Selected California Performance Review (CPR) Initiatives
 - Changes to Law, Regulation, Policies & Procedures, including a discussion of the new requirement for certified firms to provide a “commercially useful function.” Supporting copies of bulletins, Management Memos, etc. were provided.
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Brainstorming Session

Copies were sent to all SBC members following the meeting. A list of 32 brainstorming issues and priorities were established.

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Determination of Committee Structure and Members

- Seven Committee's were established made up of volunteers from the SBC members and guests: Commodities/Goods – Chair, Calvin Lucas (alternate for Aubry Stone)
 - IT goods and Services – Chair, Rob Porter
 - Construction – Chair, Paul Guerrero
 - Personal Services – Chair, Betty Jo Toccoli
 - Legislative – Chair, Betty Jo Toccoli
 - Outreach – Chair, Randall Martinez
 - Contracting and Procurement Processes – Chair, Elisabeth Brinton
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New Business

No new business was identified when the agenda was adopted.

Public Comment Period

- Henry Sprague stated he was disappointed there is not more representation on the SBC (currently only 10 members). Rita Hamilton responded that DGS is still actively pursuing new membership from other associations not currently represented.
 - There was a concern with the plan to only meet twice this year. Members and guests encouraged DGS to meet more often to be most effective.
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Closing Remarks

Motion to have the SBC meet quarterly with subcommittees meeting monthly was made. Motion passed. The Charter will be revised accordingly. Rita Hamilton thanked everyone for participating. Members will be notified when a date for the next quarterly meeting is finalized.

Action Items

1. Request for definition of "expatriate" from one of the new laws. (This was handed out at the end of the meeting.)
 2. Request for DGS and high-level OSDS organizational charts. (Mailed to SBC members March 17.)
 3. Request a high-level summary of all new legislation at the next meeting so SBC members will be able to give their input during the process. (Rita Hamilton will research DGS confidentiality policy on pending legislation.)
 4. James Stanfield requested that SB 320 be reviewed (discriminatory language on practice of 100% LLC, needs corrective language).
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Minutes Reviewed and Approved by:


