**Business Enterprise Program Council for Minorities,
Females and Persons with Disabilities Meeting**

MEETING MINUTES

Monthly Council Meeting

100 W. Randolph   401 S. Spring St.
Room 2-025   Room 500 1/2
Chicago, IL 60602   Springfield, IL 62706

Monday, November, 28, 2011 - 1:35 p.m.

COUNCIL MEMBERS IN ATTENDANCE
Malcolm Weems, Chairman
Ruddy Ortiz
Paul Cerpa
Omar Duque
Alesia Hawkins
Beth Doria
Florence Cox
Jesse Martinez
Nelida Smyser Deleon
Rodney Lewis
Larry D Ivory
Fred Coleman
Samantha Hufnagel

COUNCIL MEMBERS NOT IN ATTENDANCE
Joan Archie
Richard R Boykin
Charles Lynn Lowder
Perry Nakachi
Hedy Ratner
Lynne Marie Turner
Charisee Witherspoon
Lawrence Parrish
Alfred Ramirez

COUNCIL SECRETARY
Ruddy Ortiz, BEP/ Deputy Director

CMS STAFF IN ATTENDANCE

Tasha Green Cruzat, CMS
Dante Watson, CMS

Jacob Stuckey, CMS
Chimaobi Enyia, CMS
Timothy J. Coleman, CMS
Nadine Lacombe, CMS/ General Counsel
Angela Stinson-Marti/CMS Legal
Ellen Daley, CMS, Legal
Ashley Hooks, CMS/Legal
Agueda Corona, CMS/ Disparity Study Manager
Sharla Roberts, CMS/ Bureau of Strategic Sourcing
Susan Hartman, CMS/Bureau of Strategic Sourcing
Carlos Gutierrez, CMS/ Business Enterprise Program
Gladys Rodriguez, CMS/ Business Enterprise Program
Elias Ricks Ngwayah II, CMS/ Business Enterprise Program

OTHERS IN ATTENDANCE
Michelle Casey
Ben Bagby
Denise Reed
Jacob Stuckey
Tim Fishburn
Margret Van Dijk
Darryl Harris
Bryan Clow
John Dotson
Kevin Krass, IRB
Kristine Callanta, IPA
Debra Matlock, DCFS
Omar Brown, University of Illinois at Chicago

AGENDA

1.0 Call to Order

2.0 Roll Call

3.0 Approval of the Minutes of the Council Orientation Meeting held on October 24, 2011

4.0 Chair's Report

5.0 Posted Business

6.0 Unfinished Business
       6.1 Committee Updates
              A. Exemption/Compliance Committee
              B. Bonding Committee
              C. Professional Services
              D. Policy/Enforcement Committee

7.0 New Business

8.0 Adjournment

1.0 **CALLED TO ORDER**

1.1   The Secretary of the Council, Mr. Ruddy Ortiz, called the Business Enterprise Program (BEP) Council meeting to order at 1:35pm.

2.0 **Roll Call**

2.1 Secretary Ruddy Ortiz took the roll call and announced that there was no quorum so voting on the minutes would have to be postponed until other members joined the meeting.

3.0 **Approval of the Minutes of the Council Meeting held on October 24, 2011**

3.1 Chairman Weems announced that the Council now had a quorum and that they could vote on the minutes for the October 24, 2011. Minutes were approved without opposition.

4.0 **Chair's Report**

4.1 Chairman Weems introduced Mr. Paul Cerpa as new Deputy Director for the BEP, who has a lot of experience in business diversity programs and will be serving as the new Council Secretary. Mr. Ruddy Ortiz will still be working with BEP via DHS, the largest state agency to assist the agency meet their BEP spend goals on contracts.

5.0 **Posted Business**

5.1 Chairman Weems stated no posted business at the current time.

5.2 Chairman Weems mentioned that he and Secretary Cerpa met with Senator Sandoval last week regarding the new grants related to construction and expects about 250 grants from DCEO.

5.3 Secretary Cerpa mentioned that grants have been an overlooked item to include minority, females and person with disability participation that apply to construction with some agencies, not for profit organizations, municipalities, as well as some the educational institutions who would be recipients of those dollars in construction. Such activities would now be requiring to have BEP goals associate with these grant procurements. Mr. Cerpa explain that the best way to administer the program given the fact that DCEO is the funding source CMS\BEP would be the filtering agency and CDB would be administering the process since they currently receives grants for construction and work to ensure CMS\BEP goals are addressed. Since CMS does not have any construction associated with the day-to-day activities, CMS\BEP would work in conjunction with CDB, having signoff responsibility to ensure BEP goals are achieved. Currently, Administrative Rules review will begin with legal and will have to receive JCAR approval.

5.4 Mr. Fred Coleman raised the question which was related to Senate Bill 3249. Mr. Coleman stated that he has run into situations where there is a mixture of funds from federal, state and municipal on a project what portion would be subject to a BEP goal. Chairman Weems stated the only portion that would be subjected to BEP goals would be state dollars and the goal would be determined by CDB.

5.5 Mr. Jesse Martinez stated that CDB only puts goals on state dollars not on federal dollars if there are any other sources of funds associated with projects.

6.0 Unfinished Business

6.1 Exemption/Compliance Committee – Chair Jesse Martinez -- No Report

6.2 Bonding Committee – Chair Larry Ivory --No report

6.3 Professional Services – Chair Hedy Ratner -- No report.

6.4 Policy/Enforcement Committee – Chair Beth Doria stated that there was not a good attendance in the training session. Recommend that a training following the month of January for BEP council.

7.0 New Business

7.1 Chairman Weems mentioned that new monthly reporting on large contacts that have no BEP goals would be applying pressure to have goals on them and reviewed by the BEP council as necessary. The development of a tracking form similar as HFS to track goals on those contracts for BEP council is being considered. At the current point, there is no list for review and the possibility of adopting HFS form to track contracts .

7.2 Beth Doria recommended that the Policy/Enforcement committee review the list of contracts and agencies compliance plan that are not meeting the BEP goals.

7.3 Beth Doria recommended that notices be send to BEP council member via outlook on the 1st of the month to ensure a quorum is reach at the begin of the BEP council meeting.

Note: No meeting for December due to holidays. The next meeting is scheduled for Monday, January, Room 2-025, James R. Thompson Center, 100 W. Randolph Street, 1:30pm to 3:30pm.

8.0 Adjournment
Meeting adjourned