

## Small Business Council – Meeting Record

Conducted via WebEx, Office of Civil Rights, 1823 14<sup>th</sup> Street, Sacramento, CA 95811

March 19, 2021, 8:30 a.m. to 12:00 p.m.

<b>Meeting called to order at 8:32 a.m.</b> by David DeLuz, Chair and Deputy Director of Office of Civil Rights.			
	Who is responsible/ presented	Date Completed / By When	Status
<b>Action Items from November 2020 meeting</b>			
<b>Action Item #5:</b> Provide further clarification on a) who sets Professional Services goals for Caltrans projects, and b) whether there are separate goals for Construction and Professional Services.	OCR and DPAC	5/21/21	<b>ASSIGNED:</b> OCR is meeting with DPAC to discuss a consistent method for A&E goal setting. The process being developed will provide Construction Managers (CM) more guidance. Regarding point b): No, there are no separate goals for Construction and Professional Services. Further update during the May meeting.
<b>Action Items from March 2021 meeting</b>			
<b>Action Item #1:</b> Provide Council members with flyer and video for the DBE Summit scheduled for 3/30/21.	OCR	3/16/21	<b>COMPLETED:</b> Flyer and video sent to Council members via email on the “Date Completed” entry to the left.
<b>Action Item #2:</b> Provide Council members with the report presented by DGS during the March meeting.	DGS & OCR	4/8/21	<b>COMPLETED:</b> DGS meeting notes sent to Council members via email on the “Date Completed” entry to the left.
<b>Action Item #3:</b> Provide Council members with the link to the DGS CUF (Commercially Useful Function) information and CUF brochure PDF.	DGS & OCR	4/8/21	<b>COMPLETED:</b> DGS CUF brochure and website information sent to Council members via email on the “Date Completed” entry to the left.
<b>Action Item #4:</b> Develop a list of DBEs and SBs in Construction, including their NAICS codes. to identify and match vendors for possible involvement in Caltrans work.	OCR	5/21/21	<b>ASSIGNED:</b> Update during the May meeting.
<b>Action Item #5:</b> Research development of a Coalition Strategy Work Group (ad hoc committee) to be brought forth as a motion to approve by the Council.	OCR & SBC	5/21/21	<b>ASSIGNED:</b> Update during the May meeting.

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**Welcome and Roll Call** – Council Chair, David DeLuz opened the meeting at 8:32 a.m.

### **Review of the Agenda and Other Comments** – Chair DeLuz

1. Chair DeLuz reminded the Council members to focus their questions regarding the district SB Updates on information presented in the reports.
2. Debbie Lumpkin, Inspector General's Office, could not be present as previously expected; Chair DeLuz will be sharing her notes later in the meeting.
3. Council members will have an opportunity to prioritize topics to be presented throughout the year – A schedule of topics will be composed to allow staff and the Council to prepare in advance to discuss during future meetings. The intent is to develop potential solutions and workable answers to challenges.
4. The New Business portion of the meeting will provide a review of this meeting's Action Items.

### **A. Director's Office Update** – Toks Omishakin, Director

1. Director Omishakin was impressed by the attendance of over 100 participants at the meeting, and thanked the OCR teams for their hard work and commitment.
2. Mr. Omishakin spoke to how Caltrans has been evolving in regards to matters of equity, which it is embracing – this is not an easy effort, but Caltrans is doing it.
3. The Caltrans Strategic Plan will guide how Caltrans does its work over the next four years.
  - a. Equity is one of the goals.
  - b. Equity is in Caltrans long range planning for the first time; this will guide how we do our work externally.
  - c. The plan provides a 20-year outlook.
  - d. Foundational documents all have equity embedded in them.
  - e. The framework for equity is based on the four "P's" – People; program; partnerships; and planning, of which partnerships is most related to the SBC. It is how we grow our relationships.
  - f. District Directors have been creating committees within their respective districts to establish equity. CORE (Caltrans Office of Race and Equity), a first for Caltrans, is coordinating with districts across the state.
4. Disparity Study – Will help determine Caltrans overall goal for DBEs for the next three years and will identify barriers each group faces so work can be done to remove them. The main report should be completed in July, after which it will be sent to FHWA for approval. OCR expects the final document should be ready to share with the public in January 2022.
5. DBE Summit – Statewide event scheduled for March 30; first time an event of this kind has been held virtually; outreach has extended across the state, and over 300 have already registered to participate. Hope to register 1,000 participants and engage individuals across diverse demographics. Chair DeLuz updated the number of participants to 606 as of the meeting. A video and the event flyer will be sent out to Council members to help publicize the summit.

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6. Contractors Bootcamp – Mr. Omishakin acknowledged the District 10 team for their leadership in conducting another successful Contractors Bootcamp. District Director Dennis Agar and the SB Unit led by Bob Adams, District 10 Small Business Liaison, worked hard to engage over 150 DBEs to participate in the Bootcamp, which has become a statewide strategy.
7. Mr. Omishakin acknowledged Council members Jay King and Pete Varma for developing a partnership between the California Black Chamber of Commerce and the National Association of Minority Contractors, Northern Chapter which will help minority and women to promote in the construction field. Caltrans is committed to doing better on this front; we need to see the meter move, see the numbers go in a better direction.

### Discussion

1. Council Member Dr. Matthew Ajiake asked about infrastructure funding – Mr. Omishakin noted Vincent Mammano, FHWA, will be adding to these comments; suppliers and A&E are also included, not just construction in infrastructure spending; infrastructure dollars means everyone is involved in the work. Through his role in the Biden transition team, he knows there is a \$2 trillion package in the works. There is speculation something will be coming out in mid-summer. The Biden team has high expectations and infrastructure is a big priority for President Biden. Mr. Omishakin noted equity and climate change are at the top of President Biden's agenda, which is in alignment with Caltrans priorities.
2. Mr. Mammano noted the FAST Act expiration is in September; will the infrastructure bill be separated from transportation or rolled into one – Mr. Omishakin responded the \$2 trillion package is inclusive of water needs, and so forth, not just transportation. Separating the reauthorization of the FAST Act is complex.

### B. OCR Reports – Keith Herron, OCR

1. Executive Management Dashboard, February 2021 – DBE utilization is currently at 15.72%; parity is still short in African American, Hispanic, and women-owned businesses at this point.
2. Inclusion of Design/Build statistics is a major issue – Due to the nature of Design/Build, inclusion of these figures tends to skew the results; Caltrans would have met the overall goal if not for the Design/Build numbers.
3. Dr. Ajiake asked about the disparity in numbers on page 1, if that number has changed since SB1 – Mr. Herron responded the number has not changed much.
4. Council Member Fred Jordan raised the question about the Disparity Study determining the overall DBE goal – Chair DeLuz responded he would like to have a conversation with Mr. Jordan and anyone who has questions about the Disparity Study. Mr. DeLuz proceeded to explain under the auspices of federal regulations, the overall goal must be very narrowly tailored and cannot be set arbitrarily; it must be based on data. Caltrans could potentially go through a process to adjust the goal to be higher, but based on Supreme Court rulings and federal regulations, we must have a narrowly tailored goal for California.
5. Mr. DeLuz added the Design/Build numbers had previously been held back, but currently they are included. As Mr. Herron mentioned, if the Design/Build numbers were not included, Caltrans would already have attained the 17.6% overall goal. A fundamental understanding in construction of the federal DBE goal and federal regulations backed by Supreme Court rulings

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guide the establishment of the DBE goal. Caltrans is committed to maximizing SB, DBE, and DVBE on Caltrans projects, but it must operate within the bounds of the law. The number we have is the most accurate as based on the data.

6. Council Member Jay King – African American and Hispanic firms have the greatest issues; need to call on the leaders of those groups to see what can be done. The SBC has to be a coalition helping one another, lending expertise and resources to lift those who are falling behind. It is important to look at ourselves as game changers. We have to decide the plays we have been running have not been scoring touchdowns. We need to start again and figure out how to fix this.
7. Council Member T'Shaka Touré – We need to have a common understanding of things like DBE commitment, utilization, and goal. If Design/Build had been pulled out, the numbers would have been better; while not great, it offers the best opportunities for DBEs, so it is important to include. Education is important for African American and Hispanic firms so they know how to interact with primes.

Mr. DeLuz noted goals on federal contracts come with penalties if goal is not met. Meeting goal is hard; primes are held accountable when they don't meet goal. Regarding Design/Build, the data for commitment at award (CAA) is upfront; Design/Build is done in phases, so DBE utilization builds up as the project progresses. Eventually the numbers even out. Caltrans will achieve its overall goal, because other types of contracts report upfront.

8. Council Member Eddy Lau – Separate goals were set for African American and women-owned firms in a San Francisco Metropolitan Transit Authority study; he looks forward to hearing from BBC about how underutilized African American firms can be helped. Regarding Design/Build – these projects are mainly focused on DBEs in the construction field.
9. Mr. Omishakin thanked the Council for their comments. He is committed to seeing a difference and being held accountable on the numbers, but the Council's help is needed, as well. The various Chambers of Commerce need to help get more people engaged. African American firms are \$14 million short, Hispanic firms are \$36 million short; this is a total of \$50 million short; we don't want to hear the same problem again and again. Caltrans would rather meet goals rather than increasing the overall goal.

### **C. District Small Business Update Reports** – Mr. DeLuz opened the floor up to questions and comments from the Council Members.

1. Council Member Annie Aguilar noticed District 9 has zero awarded projects, why is this? Ryan Dermody, District 9 Director responded this is because no federally funded projects were awarded. The numbers will increase as projects are rolled out.
2. Ms. Aguilar also asked whether the CalMentor Program was active in District 9 – Mr. Dermody stated the district is looking at options to activate CalMentor. Jessica Klemencic, District 9 Small Business Liaison added they are looking at virtual options; their location makes it difficult to conduct the program in person.
3. Council Member John Leach had questions about how factors such as awarded percentages and underutilization determine overall goal – Mr. Mammano stated Commitment at Award is tracked on federal contracts over a one-year period. Most projects are extended over two to five years; it would be difficult to say how we utilized DBEs over those multi-years in consideration of how projects progress. Mr. Leach stated he meant DVBE numbers – In looking at the state, DVBE numbers state what was awarded. AB 230 (2019) says we must use actual money spent to derive goal, not what was awarded. Angela

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Shell, DGS, stated AB 230 determines reporting requirements; annual spend must be 3.5% for DVBE. SB 588 also speaks to reporting. Statutory requirement is 3.5% for DVBE.

4. Sabrina Watts-Jefferson, OCR – Regarding the CalMentor program, OCR is developing a statewide CalMentor to help standardize it across the state and will be assisting districts with establishing/maintaining theirs.
5. Council Member Zeke Patten asked whether the districts can show what they are procuring – Mr. Herron will look into this. Mr. DeLuz added currently procurements are all inclusive; they will see how to do a breakdown. Mr. Patten added determining how things are being accounted for is the important question.

### **D. FHWA Update – Vincent Mammano**

1. Mr. Mammano stated he appreciated the work and thoughtful conversations; he sees members are understanding the challenges.
2. Re: Infrastructure package – Until we see it, it is not there.
3. FAST Act has been extended to September 2021, but only at 2020 levels; the federal aid program still needs authorization.
4. The pandemic relief package recently provided \$900 million to California, which must be obligated and spent by September 2024. DBE opportunities for urbanized areas, preventive and routine maintenance, salaries; California will be applying funds mainly to its highway program.
5. Mr. Mammano encouraged participation in the upcoming DBE Summit scheduled for 3/30 – We need to get people to the table and promote understanding; every SBC member organization should be outreaching to their respective members.
6. Currently, FHWA has two positions open - Team Leader and Civil Rights Specialist.
7. Re: equity – Social equity is one of the President's and Vice President's priorities. Focused task groups are being formed at FHWA to include equity in its programs. It bodes well for California to take advantage of those programs.

### **E. DGS Update – Angela Shell**

1. Ms. Shell will be providing her report to OCR to distribute to the Council members.
2. Solicitations are available, many on behalf of Caltrans.
3. Outreach events – Posted on the DGS website, which also features a LinkedIn page for SB and DVBE to help with communication.
4. CUF brochure – New; available on the DGS website.
5. The Cal eProcure system has been updated.
6. Consolidated Annual Report – Based on spend from all state departments for goods/services procured from SB and DVBE companies. The report highlights 2019/2020 and should be posted soon. Figures record the highest spend in history, mostly due to emergency related procurements, which waived advertising requirements. Total of \$2.8 billion purchased from SB, a 20% increase over the previous year. Micro-Businesses did sell \$1.5 billion in procurements.
7. Prompt payment reporting – The new DGS online dashboard provides the Late Payment Penalty Report for four of the most current years; includes 106 departmental reports which show penalty dollars paid for late payments to SB and others.

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8. DGS is focusing on minority and women-owned businesses – A video showcasing a woman-owned business; this video will be sent out to all agencies. Council Member Lee Cunningham praised the video, we all want to see success.
9. Council Member Gene Hale – CUF is a great topic, much confusion around it; there has been an update. Ms. Shell stated the definition for CUF is different between DGS and federal regulations, which are more restricted in comparison to the state. The state does not have a specific definition for CUF; analysis is on a case by case basis. The state looks at industry practice, state statute, how business manages operations, and how a vendor is conducting its business. Mr. Hale asked if CUF can be placed on the agenda for May – Mr. DeLuz responded it will depend on the outcome of the large group discussion later in the agenda. CUF can also be discussed within the various committees.

**F. Inspector General's Office** – Chair DeLuz provided Debbie Lumpkin's report, as Ms. Lumpkin could not be present.

1. The Inspector General's Office has upcoming job opportunities available, which will be sent to OCR for distribution.
2. Refer to the Office of Inspector General for access to reports, audits, projected work and external benchmarking. Click [HERE](#) to be linked to the website.

**G. Meeting Record Approval** – Motion to approve the meeting record for January 15, 2021, Council Member Eddy Lau; seconded by Council Member Debbie Hunsaker; no amendments, abstentions or nays; the meeting record for January 15, 2021 is approved.

**H. Commodities Committee** – Zeke Patten, Chair

1. Mr. Patten welcomed Mr. Hale to the committee as a new member.
2. The District Small Business Liaisons (DSBL) present were asked to provide updates on procurements in Maintenance and other items outside PIA<sup>1</sup> and LPA<sup>2</sup>. The committee will be focusing on including the DSBLs in all of its efforts, because they are directly involved with the procurement process. The liaisons will be taking one commodity in Maintenance and tracking it over the next eight months to determine how much was purchased and who purchased it. Mr. Patten expressed great appreciation for the liaisons' participation in the committee.
3. The committee reviewed its 2021 goals; progress is being made.
4. Amanda Himes, OCR, will be handling the committee's requests for information.
5. Mr. Hale spoke of expanding opportunities through highway construction projects; essentially opens up SB opportunities to supply vendors, many of which are minority-owned.

**I. Construction Committee** – Pete Varma, Chair

1. Mr. Varma expressed appreciation for the involvement and collaboration between Caltrans and the committee members to work on goals and objectives.
2. Safety – Ms. Hunsaker and Taelor Stamm, Caltrans, are working on this; safety is applicable to all projects; deep discussion on policies and changes.

<sup>1</sup> PIA – Prison Industry Authority.

<sup>2</sup> LPA – Leveraged Procurement Agreement.

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3. Prompt payment – Maria Ibarra, District 7 Small Business Liaison, and others have been collaborating and working on solutions; will be recommending some changes so SBs can be paid on time. Pat Maloney, Caltrans, also provided solutions based on the B2GNow system soon to be implemented.
4. DVBE participation – Mr. Leach will be providing additional recommendations.
5. CM/GC contracts – Opportunity to increase SB/DVBE participation; does not have to be the lowest bidder – vendors can work with primes to get involved. Amy Fong, Caltrans, provided additional CM/GC information.
6. Partnering and teaming – When firms engage more with primes, they are more able to win awards; relationship building is the key.
7. Local Assistance – Per Kamal Sah, Caltrans, Local Assistance will be more involved to find solutions for SB and DVBE.

### **J. Local Assistance/Professional Services Committee – Albert Leung, Chair**

1. Mr. Leung noted the meeting was attended by about 40, including committee members, guests, and Caltrans staff.
2. Goal 1, Standardization of utilization reports – There were multiple exchanges at the end of last year and at the beginning of this year; the committee will be discussing this during an additional call to see where to take this matter.
3. Goal 2 – The committee is requesting a roundtable with Caltrans staff to further discuss the objectives associated with this goal; it has been proposed the committee approach District 7 to set up a demonstration project.
4. Goal 3 – Commitment at Award report focus.
5. Goal 4 – Ongoing; Mr. Jordan will be writing up a legal paper.

### **K. African American DBE Participation Ad Hoc Committee – Jay King, Chair**

1. The meeting was well attended by committee members, other Council members, and Caltrans staff.
2. The main goal of this committee: Make the Council and Caltrans great for all. Mr. King proposed an alliance in which the Council becomes one unit that looks out for everybody and everyone receives help. This prompted a very robust conversation between Council members. Mr. King added if the members entered into a partnership with each other, they would be helping one another out as opposed to fighting over the same piece of the pie. Mr. Varma suggested trying this approach across the state and involving all council members, perhaps focus on one project per district.
3. As a committee, members are finding their way to move towards greater involvement of African American and Hispanic firms in Caltrans projects. Chair DeLuz asked how this would be operationalized – Mr. King proposed a coalition where everyone is represented; if there is push back from a particular group, the coalition would respond. This would be very different from what has happened in the past, but now, more than ever, as the world is changing, we need to do something new.
4. Mr. Patten – A new set of eyes can see things differently; this can really affect contractors – not so much suppliers. If the committee can get a list of the DBEs and SBs in construction, get their NAICS Codes and match minority vendors with Caltrans work, this will be an important first step.
5. Chair DeLuz added groups could be matched to supportive services to grow capacity and increase their ability to compete successfully; this is something that can be facilitated. It will depend on the individual firms to come onboard.

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6. Mr. King stated the coalition approach would work for suppliers – Mr. Patten responded it would require tailoring to suppliers' needs. For example, Ms. Cunningham works in metals and needed a partner to help facilitate connection with a SoCal contractor. If the coalition can improve how this is done, that would be great.
7. Council Member T'Shaka Touré – This approach has been done before; teams have been put together to selectively go after projects. The groups have to prove this approach can work, then present it to Caltrans. Hearing how Chair DeLuz talks about working on partnerships, educating the Council and DBEs so they can be involved on Caltrans projects is encouraging. Bonding is a major hurdle; there are different strategies to address that challenge. Tracking utilization is important. Another issue is being removed from a project because the company cannot do the work fast enough.
8. Mr. King does not disagree that similar approaches have been used, but as a Council, we have not done this before. We cannot fix what happened yesterday, but we can fix tomorrow. The change is in who is involved, priorities, and speaking in one voice.
9. Mr. Varma proposed a motion to move forward on this idea – Chair DeLuz responded he is clear about the desire to move forward, however more work is needed.

**L. SB-1 Work Group** – Dr. Matthew Ajiake, Chair stated he will be postponing the committee's position paper presentation to the May meeting so that all committee members can review it.

**M. Council Topics for 2021** – Large group discussion between the Council Members and Chair DeLuz  
Survey Monkey evaluation results

- Received 15 responses – OCR really needed full participation when seeking feedback; the members' participation is critical. Members input is required for OCR to come up with data and information.
- List of topics – What is most relevant to the Council; biggest challenges and areas of opportunity or solutions to focus on as an entire Council. Topics were rated from “very important” to “not very important.”
- Topics were ranked as based on score – This ranking was provided to all Council members via email with the top ranked topics highlighted in yellow.

**Discussion** – Floor was open to the Council Members to comment. [Topics raised are highlighted here in yellow.]

1. Mr. Jordan – Models and demonstration projects should be considered as a possibility to publicize.
2. Dr. Ajiake – Design/Build and CM/GC contracts can be leveraged to be partners that can connect primes with subs. We should consider critical areas to realize big wins because the primes will work with you in order to get the job; can bring about broad sub involvement. If we are able to bring in Design/Build and CM/GC which are high dollar projects, we must engage primes, let them know what the goals are; scores will increase in participation; no need to fight for the low bid.
3. Mr. Varma has had experience with CM/GC through a project with Flatiron. The challenge was the teaming and partnering with DBEs – not too many minority DBEs were on the team and very few minorities attended meetings. This would have been an opportunity for small minority and/or women owned businesses to get involved. There are a few large DBEs that have the capacity to handle high dollar projects.



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4. Council Member Paul Guerrero – **Supportive Services should include training**; suggested how to run the cost of a job; Mr. Guerrero has a lot of information on this and offered to share.
5. Chair DeLuz – OCR will be using these topics as agenda items, figuring out whether the projected processing times will be short, medium or long term; degree of impact will also be considered. As a group, the Council and staff will be identifying which topic(s) to take on during the May meeting. Managing these topics might involve a whole committee or all Council members; eventually we should be able to provide recommendations to Caltrans.
6. Mr. Touré suggested prioritizing Design/Build, because it is all encompassing and has the potential to involve everyone.
7. Chair DeLuz stated the goal is to develop a ranking schedule for the topics selected.
8. Dr. Ajjake pointed out ranking and priority are different; he recommended prioritizing as a way to proceed.
9. Council Member Lynn Chen would like to learn more about the **prequalification program** – would there be a form or a website?
  - a. Chair DeLuz responded this strategy would create a separate program that would emphasize qualifications and project-relevant experiences as opposed to financial status in order to keep smaller minority firms in the running.
  - b. The emergency contract registry is posted on the OCR website, which can offer opportunities to be considered for emergency work. Currently only 14 DBE firms are signed up for emergency work; that number needs to increase. The emergency contract registry is the first list District Directors refer to for emergency work; this model is being reviewed.
  - c. OCR is looking at other prequalification type programs, such as the one SANDAG operates to develop a model. Above all, prequalification should be experience based firms ready and available to work.
10. Council Member Arvin Chaudhary – For A&E, a firm's financial background needs to be part of prequalification.
  - a. Chair DeLuz – Perhaps the financial background can be done later in the bidding process? The program would focus on identifying relevant experience needed for the job, however, it is not meant to take the place of other reviews firms would still need to provide as required.
  - b. Mr. Chaudhary agreed, but stated there are many smaller firms that tend to hesitate because of financial concerns. He added getting a firm's financials in order can be a big challenge.
  - c. Chair DeLuz – The main intent is to provide exposure.
  - d. A concern expressed is the DBE database does not include information on firms that have never worked on or want to work on Caltrans projects.
11. Council Member Gene Hale – **CUF (Commercially Useful Function)** is very important. Engineers in the field determine whether a vendor is not performing CUF; if so, the GC (General Contractor) is penalized and the vendor's reputation is damaged. There are substantial fines for the GC and the vendor(s). The DOT has provided updated guidance on CUF requirements; Caltrans interpretation needs to be updated.
12. Mr. Patten – Pairings should be the first priority to help the African American community.

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13. Mr. Touré – A prequalification program is good to get a true picture of what a firm is willing and able to do. Caltrans cannot provide a preferred list of DBEs, but he does understand the primes' frustration is searching for suitable DBEs. Nowadays, calls from primes are more like a telemarketer – it is not a sincere attempt to get his company to bid.
14. Mr. Lau – We should compare how much was spent on Design/Build over the past fiscal year and compare to how much is projected to be spent over the next fiscal year and compare. Mr. Lau would guess it would only amount to 10% of the total contracting dollars. Other topics are more important and would be to the advantage of the Council. He would not recommend placing Design/Build at the top of the list; the prequalification program should be the priority.
15. Mr. Jordan suggested Turner Construction would help with more information about Design/Build.

At this point, Chair DeLuz requested the members vote on the following topics, the results of which are shown below:

- Prequalification program – 8
- Design/Build - 3
- Coalition strategy – 7

Based on these results, the first topic to be covered will be the prequalification program, followed by the coalition strategy and Design/Build. Chair DeLuz asked the Council members to think about how they would like to approach and prioritize other topics on the list. He would also like the Chairs to work on that, as well, during the interim before the May meeting.

**N. New Business** – Carole Ching reviewed the Action Items from this meeting; no other new business was brought forth by the members.

**O. Public Comment** - None

**P. Closing Remarks** – Chair DeLuz expressed his appreciation for everyone's patience. This was a productive meeting despite going over 18 minutes past the scheduled end. Mr. DeLuz reminded everyone the next Council meetings are scheduled May 20 and 21.

**Meeting Adjourned at 12:18 p.m.**

**Next Meeting:** May 20 and 21, 2021; more information regarding the May meetings will be shared in early May.

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PAST COMPLETED or CLOSED ACTION ITEMS			
Action Item	Who is responsible/ presented	Date Completed/ By when	
<b>Action Items from November 2020 meeting:</b>			
<b>Action Item #6:</b> Develop a simple fact sheet on how SB1 and SB103 funds are spent and goals applied.	Jim Davis and OCR	3/18/21	<b>COMPLETED:</b> Fact Sheet sent to Council members via email on the “Date Completed” entry to the left.

### DOCUMENTS distributed previous to the meeting via email:

- Meeting agenda
- Draft of meeting record for January 2021
- OCR Reports: Executive Management Dashboard; Commitment at Award, Construction; Commitment at Award, DPAC; District Monthly Contract Award; Monthly Contract Award
- Districts 1 to 12, SB Update Reports

### PRESENT – Roll Call

#### Council Members:

1. Aguilar, Annie, American Public Works Association, San Diego
2. Ajjake, Dr. Matthew, San Francisco Bay Area Small Business Council
3. Ruth Bley, Women Construction Owners and Executives, USA
4. Canete, Julian, California Hispanic Chambers of Commerce
5. Chaudhary, Arvin, American Council of Engineering Companies, California
6. Chen, Lynn, California Chinese American Construction Professionals Association
7. Cunningham, Lee, Women Construction Owners and Executives, California Chapter
8. Garcia, Oscar, Alternate, California Hispanic Chambers of Commerce
9. Guerrero, Paul, La Raza Roundtable de California
10. Hale, Gene, Greater Los Angeles African American Chamber of Commerce
11. Hou, Johnathan, Asian Business Community Development
12. Hunsaker, Debbie, Fresno Chamber of Commerce

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13. Jordan, Frederick, San Francisco Black Chamber of Commerce
14. King, Jay, California Black Chamber of Commerce
15. Lau, Eddy, Asian American Architects and Engineers, San Francisco Chapter
16. Leach, John, Elite SDVOB (Service Disabled Veteran Owned Business) Network, San Diego Chapter
17. Leung, Albert, Asian American Architects and Engineers, Southern California Chapter
18. Mota, Adolfo, Alternate, Society of Hispanic Professional Engineers
19. Patten, Jr., Ezekiel, Black Business Association, Los Angeles
20. Touré, T'Shaka, Fresno Metropolitan Black Chamber of Commerce
21. Varma, Pete, National Association of Minority Contractors, Northern California Chapter
22. Vela, Lisa, San Joaquin County Hispanic Chamber of Commerce

### Caltrans Staff

- |  |   |
|--|---|
| 1. Omishakin, Toks, Director, Caltrans                   | 20. Herron, Keith, OCR                                    |
| 2. DeLuz, David, Deputy Director, Office of Civil Rights | 21. Hettick, Bobi, District 12                            |
| 3. Adams, Bob, District 10                               | 22. Hopkins, Ramon, Construction                          |
| 4. Aguirre, Alejandra, District 11                       | 23. Himes, Amanda, OCR                                    |
| 5. Alvarado, Andy, District 3                            | 24. Hull, Joe, District 11                                |
| 6. Barros, Cathrina, OCR                                 | 25. Ibarra, Maria, District 11                            |
| 7. Bata, Amer, District 11                               | 26. Johnson, Paige, District 8                            |
| 8. Beauchamp, Mike, District 8                           | 27. Kent, Bryan   |
| 9. Biro, Jessica, District 5                             | 28. Kinsey, Samuel, Caltrans                              |
| 10. Blount, Denella, District 11                         | 29. Klemencic, Jessica, District 9                        |
| 11. Bouquin, Tom, District 11                            | 30. Knadler, Christine, District 9                        |
| 12. Ching, Carole, OCR                                   | 31. Lam, Dee, Local Assistance                            |
| 13. Dallarda, Gustavo, District 11                       | 32. Lavelle, Bill, District 10                            |
| 14. Dermody, Ryan, District 9                            | 33. Long, Wenyi, Local Assistance                         |
| 15. Doan, Hau, Caltrans                                  | 34. Maloney, Pat, Construction                            |
| 16. El Tawansy, Dina, District 4                         | 35. Mather, Eric, District 10                             |
| 17. Gomez, Diana, District 6                             | 36. Mathis, Maecel, District 11                           |
| 18. Gongora, Michelle, District 11                       | 37. Morgan, Aaron, District 1                             |
| 19. Goudeau, Annette                                     | 38. Morris, Esther, Division of Procurement and Contracts |
|  | 39. Nobles, Ayanna, District 4                            |

## Small Business Council – Meeting Record

Conducted via WebEx, Office of Civil Rights, 1823 14<sup>th</sup> Street, Sacramento, CA 95811  
March 19, 2021, 8:30 a.m. to 12:00 p.m.

40. Johnson, Paige, District 8
41. Nobles, Ayanna, District 4
42. Perez, Margie, District 11
43. Prizmich, David, Division of Procurement and Contracts
44. Pugh, Jada, District 4
45. Rodriguez, Blanca, District 7
46. Sah, Kamal, Local Assistance
47. Samuelson, Mark, Local Assistance
48. Silva, Patricia, District 2
49. Singh, Sanjay, OCR
50. Spence, Robynn, District 3
51. Stamm, Taelor, Construction
52. Tavares, Tony, District 4
53. Tritt, Ray, Construction
54. Tuttle, Norman, OCR
55. Vargas, Mirley, District 12
56. Von Tersch, Erin, OCR
57. Watts-Jefferson, Sabrina, Assistant Deputy Director, Office of Civil Rights
58. Whitfield, Jocelyn, District 8
59. Williams, Marquis, District 12
60. Woolsey, Lindsey, Construction

### Guests

1. Earl, Chris, GO-Biz
2. Mammano, Vincent, FHWA
3. Shell, Angela, DGS