

## Caltrans Statewide Small Business Council – Meeting Record

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

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

<b>Meeting called to order at 8:34 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	11/19/21	<b>CLOSED:</b> Professional services goal methodology is the same used by Office of Engineer. Because there is no Scope of Work for on-call contracts, they are more challenging. Chair DeLuz noted there was no significant difference in utilization when separate goals for construction and professional services were used. Federal regulations states there is only one DBE goal. During the meeting, Council Member Albert Leung clarified the question was supposed to be applied to separate goals for Design/Build. Per Ms. Barros, this is not done; Design/Build has an overall goal. Further information about this process will be shared in the Local Assistance/Professional Services Committee. On the basis of this clarification, this Action Item is closed.
<b>Action Items from March 2021 meeting</b>			
<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	1/28/22	<b>ASSIGNED:</b> Mr. King and Mr. Varma provided an update to this topic area. Refer to the meeting record, page 10. Update during the January meeting.
<b>Action Items from May 2021 meeting</b>			
<b>Action Item #3:</b> Develop a public awareness campaign to emphasize the importance of contractors voluntarily submitting their data for state funded Minor B contracts.	OCR & Council	1/28/22	<b>ASSIGNED:</b> Michelle Lopez-Hardie reported her team is working on the form with DPAC. In addition, her team is looking at the process and areas to improve to encourage vendors to complete the form. They will be working with the

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			District Small Business Liaisons and Council members to assist in promoting the kickoff campaign to introduce the revised form when it is ready. Update during the January meeting.
<b>Action Items from July 2021 meeting</b>			
<b>Action Item #3:</b> Provide data on the Supportive Services program results.	OCR	11/19/21	<b>COMPLETED:</b> Marjani Rollins provided a breakdown report on the 2018/2019 Supportive Services program (the last time it was implemented). Report sent to Council members via email on the date to the left.
<b>Action Item #8:</b> Research the possibility of a Lookahead report for commodities.	OCR and DPAC	1/28/22	<b>ASSIGNED:</b> Michelle Lopez-Hardie reported the top 100 commodities as based on a 3-year historical look statewide by district was provided by DPAC; it is posted on their website as well as OCR's. In addition, Ms. Lopez-Hardie and her team have put together the first draft of a commodities lookahead report; they will be working directly with Zeke Patten and Lee Cunningham of the Commodities Committee to further finetune the report. Update during the January meeting.
<b>Action Item #9:</b> Provide clarification on how the Division of Equipment (DOE) prequalifies products.	OCR and DOE	11/19/21	<b>CLOSED:</b> Carole Ching, OCR, contacted representatives with Division of Equipment (DOE), which defines the minimum standards required for Caltrans fleet and other equipment regarding electrical, vehicle, painting, coating, and welding. At this time, the only pre-qualified products currently bought are the amber warning lights used on Caltrans trucks. They referred us to the Caltrans warehouse and materials lab. On the basis of this research the Council agreed to close this Action Item.

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Action Items from September 2021 meeting			
<b>Action Item #6:</b> Provide information about CalAsian's technical assistance program to Council members.	CalAsian and OCR	10/11/21	<b>COMPLETED:</b> Information provided by CalAsian was sent to Council members via email on the date to the left of this entry.
<b>Action Item #7:</b> Research which state DOTs have combined goals for A&E and construction.	OCR	1/28/22	<b>ASSIGNED:</b> The request was put out to AASHTO ( <i>American Association of State Highway and Transportation Officials</i> ) this October; thus far, only South Dakota has responded: they do not combine goals for A&E and Construction. Mr. DeLuz is awaiting response from other states. Update during the January meeting.
Action Items from November 2021 Meeting			
<b>Action Item #1:</b> provide information about Caltrans new Adopt-A-Highway Program, which is now a part of the Clean California initiative.	OCR	12/7/21	<b>COMPLETED:</b> The link to the Adopt-A-Highway program was sent to members via email on the date to the left of this entry.
<b>Action Item #2:</b> Provide information about the recently passed federal Infrastructure Investment and Jobs Act (IIJA).	OCR	12/7/21	<b>COMPLETED:</b> The link to the IIJA Fact Sheet provided by the White House was sent to members via email on the date to the left of this entry.
<b>Action Item #3:</b> Provide the DGS report presented by Angela Shell to Council members.	OCR	11/19/21	<b>COMPLETED:</b> The DGS report provided by Ms. Shell was sent to members via email on the date to the left of this entry.
<b>Action Item #4:</b> Provide the link to the GO-Biz website referred to by Tara Lynn Gray during her report.	OCR	12/7/21	<b>COMPLETED:</b> The link to the GO-Biz Office of Small Business Advocate was sent to members via email on the date to the left of this entry.
<b>Action Item #5:</b> Provide link to the Clean California website and the PDF of the PowerPoint presentation provided by Adnan Maiah.	OCR	12/7/21	<b>COMPLETED:</b> The link to the Clean California website and a copy of the PowerPoint presentation provided by Mr. Maiah were sent to members via email on the date to the left of this entry.

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<b>Action Item #6:</b> Develop a Lookahead summary that highlights various projects throughout the 12 Districts.	OCR	1/28/22	<b>ASSIGNED:</b> Update during the January meeting.
<b>Welcome and Roll Call</b> – Council Chair, David DeLuz opened the meeting at 8:34 a.m.			
<b>Opening Remarks; Review of the Agenda; Meeting Record Approval</b> – Chair DeLuz <ul style="list-style-type: none"><li>• Sabrina Watts-Jefferson – Chair DeLuz acknowledged Ms. Watts-Jefferson's retirement after 36 years of state service. During Ms. Watts-Jefferson's time with the state, there have been seven Governors and thirteen Caltrans Directors. Ms. Watts-Jefferson stated she has many moments to be proud of; it has been wonderful working with the Office of Civil Right (OCR) staff and Council members. She added OCR has a great leader in Mr. DeLuz who is doing his best to level the playing field and build a dynamic workforce. She urged everyone to support the mission and vision of both Caltrans and OCR. Mr. DeLuz remarked Ms. Watts-Jefferson's love and passion for the work shows, and OCR greatly appreciates her.</li><li>• The meeting agenda was reviewed; Mr. DeLuz noted a change in order: FHWA's report will follow Director Omishakin's.</li><li>• Action Item review – Carole Ching, OCR, provided an update on the Action Items; refer to the log found on pages 1 to 4 of this meeting record.</li><li>• Meeting record approval, September 17, 2021 – Motion to approve the meeting record, Council Member Lee Cunningham; seconded by Council Member Jay King; no further discussion; the meeting record for September 17, 2021 was approved.</li></ul>			
<b>A. Director's Office Update</b> – Toks Omishakin, Director <ol style="list-style-type: none"><li>1. Director Omishakin opened by thanking the Council members, the many Caltrans staff present, including the District Directors, District staff, and members of Headquarters for taking the time to attend and participate.</li><li>2. Sabrina Watts-Jefferson retirement – Mr. Omishakin also acknowledged Ms. Watts-Jefferson and thanked her for her 35 plus years of service to the state. Her boldness and service has been appreciated and will be missed.</li><li>3. Mr. Omishakin commented the push back and feedback from Council members is appreciated; he is pleased with the direction the Council has taken. He will be looking for Mr. DeLuz for further direction.</li><li>4. Veterans Day – Mr. Omishakin thanked our veterans for their service and saluted all their efforts for our country.</li><li>5. IJJA (Infrastructure Investment and Jobs Act) – The President has signed IJJA into law.<ol style="list-style-type: none"><li>a. \$1.2 trillion to be invested into the nation's infrastructure.</li><li>b. California will be receiving 45% additional funding.</li><li>c. The highway side will be getting \$29 billion over the next five years, which is a tremendous boost.</li><li>d. How this will be paid for will be the next big discussion, although the federal government will not be raising taxes on regular folk.</li></ol></li></ol>			

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- e. Safety will be receiving \$11 billion; \$7.4 billion for Electric Vehicles (EV); and \$1 billion for reconnecting communities. The investment into reconnecting communities indicates the federal government is taking a step into a much avoided area, such as the negative impact on underserved communities.
- f. Caltrans is ready to get to work; we are all very excited to see such a strong investment.
6. Mr. Omishakin reminded everyone the Department is focused on three founding principles as based on the strategic plan: Climate action; safety; and equity. Work continues to be done as filtered through the lens of those three principles.
7. The Department will be doing more on homelessness, response to disasters, and activities related to Clean California.
8. Regarding Clean California, one third of the new funds will be going to local government.
  - a. Adnan Maiah from District 12 is now the Program Director of Clean California.
  - b. This is a big responsibility for Caltrans; Caltrans will be working directly with its District Directors to accomplish the various deliverables, which entails more than just picking up litter.
  - c. Adopt-A-Highway Program, part of the Clean California initiative – On October 1, Caltrans announced the release of a new version of this program to be systematically instituted across the state. Click [HERE](#) for more information about this program.
9. Mr. Omishakin reminded Small Businesses (SB), Disadvantaged Business Enterprises (DBE), and Micro-Businesses (MB) to register for emergency work – click on the following link for the Contractor Interest Registry: <https://ecr.dot.ca.gov/>
10. Mr. Omishakin acknowledged the Department's honoring this month as National Native American Heritage Month. In September, National Hispanic Heritage Month was honored. These acknowledgements align with the Department's commitment to equity and diversity.

### Discussion:

1. Council Member Fred Jordan – Will the money coming into California be distributed equitably? Mr. Omishakin stated the funds are from the federal government, therefore are subject to federal requirements as applied through the DBE Program. Caltrans will be following federal guidelines and policies for spending these funds.
2. Council Member Jay King – Because of special circumstances existing with African American firms, most of which are MBs, is there anything being done to build that group to prepare them for Caltrans work? If we don't prepare them to be functional and successful, the prime will take a hit. Mr. Omishakin appreciated Mr. King's raising this matter. He agreed we need to figure out how to get over that hurdle and targeted outreach is one strategy. Mr. Omishakin believes Caltrans is taking important steps to address this. For example, the DBE Supportive Services contract program and working with African American advertising firms to get the word out are two current strategies being implemented. Mr. King still sees us falling short with African American and Hispanic participation.
3. DBE Summit in 2022 will be held again in late spring using a hybrid format; he would like to see even better participation.

### **B. OCR Reports – Michelle Lopez-Hardie, OCR**

1. The federal fiscal year closed on 9/30/21; overall goal attained for 2020/2021 was 16.63%, which does not include CMGC.

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2. Ms. Lopez-Hardie and her team are now working on the Uniform Report to be submitted to FHWA.
3. For the October snapshot which reflects the beginning of the new federal fiscal year, 22.2% is the new overall goal. At this point, Caltrans is starting out strong in most of the presumptive groups. Mr. DeLuz added without CMGC, the overall goal for this period is at 20.93%.
4. Mr. Jordan asked if CMGC an issue? Mr. DeLuz responded, no, it is more about how CMGC is managed – goals are assigned as the project progresses. There is no Scope of Work; there is not a huge DBE commitment as the project commences, but as it matures, opportunities grow for greater DBE participation. Data indicates the potential is greater for participation with CMGC projects. However, CMGC projects involve multi-year contracts, so the process they use artificially suppresses DBE achievement. It takes a while for the level of participation to increase – it could be years later. OCR is working with FHWA to receive guidance on this dilemma. One possibility is to report CMGC separately so as to focus on the vast majority of Caltrans contracts, however, there is no formal guidance yet.

**C. District Small Business Update Reports** – No featured districts. A question was raised about why no dollars were awarded for A&E – Aisha Copeland, OCR, responded the numbers reflect activity during the first month of the federal fiscal year; more activity will occur as the year progresses.

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

1. IIJA – Often referred to as the bi-partisan infrastructure bill. For more information about California's share of IIJA, click [HERE](#), which will take you to the California State Transportation Agency (CalSTA) website.
  - a. A 5-year authorization is built into the bill, so there will be no furloughs for FHWA staff.
  - b. \$350 billion to be distributed over five years; a portion has been designated for the Highway Trust Fund with the remainder to go into the General Fund. General fund appropriations will supplement regular distributions.
  - c. More than a dozen new highway programs are included; 90% of the funding is determined by formula.
  - d. Local agencies delivering federal aid programs will be receiving 40%.
  - e. Discretionary funding will be for bridges, EV, wildlife crossings, and other areas.
  - f. There will be more opportunities for local agencies and non-traditional organizational funding.
  - g. The big challenge will be implementing and managing the funding.
2. Highway Trust Fund – The amount designated for the Fund will keep the Trust solvent for many years.
3. California will be receiving about 10% of the total transportation funds.
4. Part of the funding will be for the DBE community.
5. Overall goal of 22.2% - FHWA recently approved OCR's goal and methodology. It will be exciting to see where things will go with this high goal. The opportunities will be here with the IIJA funding over the next five years.
6. CMGC – Mr. Mammano appreciates Mr. DeLuz's comments and the questions being asked about this issue. He agreed there is need for clarification; funding for CMGC projects is spread over several years. He would also like to see us get this right.

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7. AASHTO meeting – During the annual meeting of the American Association of State Highway Transportation Officials (AASHTO), which California hosted in San Diego, there was much discussion on equity, diverse communities, and inclusion in projects. Most of these discussions were led by Caltrans, which is very active in the national conversation about these topics. California is not only vocal, but is actively engaged in doing the work.
8. Council Member Zeke Patten expressed concern about local agencies implementing the DBE program properly with this new infusion of cash – Mr. Mammano stated the funding will be distributed through Caltrans; the local agencies will be held accountable for the new funding received.

### **E. DGS Update** – Angela Shell; Ms. Shell's report will be sent to OCR for distribution to the Council members.

1. Danetta Jackson has been named the new Statewide Diversity Supplier Program Manager, Procurement Division.
  - a. Newly established, executive level position.
  - b. Responsible for developing and implementing statewide strategic objectives for ensuring diversity and equity in the state's contracting program.
  - c. Ms. Jackson will be collaborating with all programs within the Procurement Division and external state departments, vendor stakeholders. The intent is to assist the state with increasing contracting opportunities for Small, Diverse, and Disabled Veteran businesses here in California.
  - d. She will be collaborating directly with the SBC and other similar advisory councils.
  - e. She will be developing a training program that will include outreach and other topics of interests. Ms. Shell agreed with Mr. King about the importance of being successful in bidding and other areas such as insurance requirements.
  - f. Ms. Jackson will be partnering with the Small Business Development Centers across the state to implement various strategies.
2. New legislation impacting SB and DVBE – AB-1574; in effect as of January 1, 2022
  - a. State departments will be required to make continuous efforts to expand the pool of SB and MB that participate in state contracts – Must regularly seek out and identify SB/MB and include them in their solicitations.
  - b. Strengthens the Target Area Contact Preference Act (TACPA) requirements. Click [HERE](#) for further details about the DGS TACPA.
  - c. Applies to service contracts for the state.
  - d. Requires additional coordination in respect to advocacy roles.
3. Procurement updates – Refer to the DGS report provided by Ms. Shell sent out to Council members. Ms. Shell highlighted the disaster debris removal contract managed by CalRecycle, which is a new statewide master contract for consulting. This master contract is a good opportunity for SBs. In the past, 41% of these types of contracts have been awarded to SBs. The contract has 42 new classifications and four tiers. The first tier goes up to \$500,000. Some of the requirements have been reduced to encourage SB to bid, however, the SB must have been a prime in the past. By broadening work in the contract, it is hoped participation will be encouraged. The online portal has been designed to ease access for bidders.

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4. SB/DVBE Emergency Registry – Over the past two years, the state has not met its 25% SB utilization goal, mainly because of emergency spend. The Registry went live on November 15, 2021; refer to the DGS report for links.
  - a. The Registry narrows down the focus to types of work needed to simplify searches.
  - b. Examples of areas of specialty are listed in the DGS report distributed to the Council.
  - c. Targets SB ready, willing, and able to compete for emergency work - Ms. Shell urged the Council to encourage SB/DVBE companies who fit this profile to register online.

### **F. GO-Biz Update – Tara Lynn Gray, Director, Office of Small Business Advocate**

1. Ms. Gray congratulated Ms. Jackson on her new position and looks forward to working with her.
2. Programs mentioned by Ms. Gray included the following. Click [HERE](#) for more detailed information about the Office of Small Business Advocate.
  - a. SB Technical Assistance Program – Targets underserved SB; \$17 million has been granted for fiscal year 2021/2022.
  - b. COVID Relief Program – Her office continues to distribute awards.
  - c. Micro-Businesses – Request for Proposals (RFP) is now open; looking for counties to submit proposals; up to \$25,000 per grant.
  - d. Stimulate iHub – Up to \$250,000 per designee.
  - e. California Dream Hub – Micro grants of up to \$10,000; distributed through their technical assistance network.
  - f. California Nonprofit Arts Program – Up to \$75,000 available for nonprofit arts community-based organizations (CBO).
  - g. California Rebuilding Fund – This is an ongoing program; so far \$50 million has been distributed; supports California SBs located in economically disadvantaged areas; 3-to-5-year loan repayment process.

### **G. Clean California – Presented by Adnan Maiah, Ken Johannsen, and Amy Fong; the link to Clean California and PowerPoint presentation will be sent to Council members after the meeting.**

Mr. Maiah, the Program Director, will be working with the districts to promote projects.

Council Member Dr. Matthew Ajiake asked if it was possible to use GPS to show areas that have been neglected. Mr. DeLuz said he would talk with Mr. Maiah about such an idea.

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

1. Mr. Patten noted the good rapport between the committee members and the District Small Business Liaisons.
2. Commodities lookahead report – Ms. Lopez-Hardie and her team's work on the commodities lookahead report was well received by the committee; this is a great milestone. Mr. Patten and Ms. Cunningham will be meeting with Ms. Lopez-Hardie in December to review what has been done and provide further input as needed.

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

1. The committee is working with Caltrans Legal through Sanjay Singh, OCR regarding upcoming contracts.
2. Council Member (Alternate) Rebecca Llewellyn noted companies need more training in filling out forms and other documentation to get paid and so forth.

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3. Pre-bid meetings should include subs. In addition, there needs to be training for smaller companies on how to bid.
4. Payment process is an ongoing issue – The implementation of B2GNow Compliance module is scheduled for March per Pat Maloney, Construction, which should make a difference in this matter.
5. Safety practices recently implemented by Caltrans were covered.
6. CMGC opportunities – Amy Fong, Construction, noted to the committee CMGC is perfect for smaller contractors to team up with larger companies. Mr. Varma added these are the types of contracts that can be a vehicle to get involved with larger projects.

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

1. Increasing SB participation – The committee would like to hear from Districts 43 and 59.
2. Mr. Jordan has provided his paper on most qualified vs best qualified; he hopes to change the requirements.
3. Division of Local Assistance (DLA) – Mark Samuelson reported on Safe Harbor Rates and distributed his white paper on that topic.
4. Division of Procurement and Contracts (DPAC) – David Prizmich provided an excellent report on utilization.

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

1. Will McClure, who manages SB Development for Mr. King's organization, provided highlights of which district was successful in meeting goal.
2. The committee is talking with District Directors and District Small Business Liaisons on how to be more successful in increasing African American participation. Meetings with Districts 4 and 11 have been scheduled for this purpose.
3. Refresher training for the Council members – This would help new and veteran council members. Mr. DeLuz would like to arrange a DBE/SB 101 training which would cover basic foundational information about both the SB and DBE programs.
4. Outreach – Mr. DeLuz commented OCR is weeks away from releasing \$1.25 million worth of contract opportunities for companies that support the presumptive groups. OCR will also be working on strategies to help emerging firms. The intent is to find firms that can work on Caltrans projects.

### **L. SB 1 Work Group – Dr. Matthew Ajiake, Chair**

1. The work group continues to partner with District 10.
2. Pilot project - Currently, the group is involved with curating a number of businesses to do Caltrans work – Includes providing direct services to prepare them to bid. Once these companies bid, the group will see what the outcome is and go from there.
3. Dr. Ajiake thanked District 10 staff, including Bob Adams, DSBL, and District 10 Director, Dennis Agar, whose assistance made it possible to do the pilot project and curate four companies to bid on a fence project. Dr. Ajiake also thanked the council members who have continued to participate in the work group.
4. The curated companies will be going through a training program to increase their capacity to handle Caltrans work – Next step will be for the companies to submit their bids thereby competing with other bidders.

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5. Dr. Ajjake will be providing feedback on what did and did not work in this pilot project. Through this the group hopes to discover where the challenges are.
6. By next year, the group should have an accounting of findings.
7. Mr. DeLuz also thanked the District 10 team for making the pilot project possible. Erin Von Tersch, OCR, was also acknowledged for helping OCR track the project and collect data. This experience should generate useful information and data. Mr. DeLuz remarked curating four firms to participate in bidding was greatly significant.

### **M. Prequalification Program update – Chair DeLuz**

1. Name change – This program will now be known as the Contractor Registry to reflect its broader purpose and intent.
  - a. This program will not provide prequalification nor will it recertify firms.
  - b. It will be a voluntary registry that allows firms to identify themselves as available to work, much in the way Opt-In allows Caltrans to market firms.
  - c. The CUCP database cannot be used for marketing purpose; it is literally a database only. However, OCR will be inviting all DBEs in the CUCP to become part of the Contractor Registry. The Contractor Registry will help firms become more visible to primes.
2. OCR has been working with IT to update the Contractor Interest Registry as a foundational platform to create the Contractor Registry, which will identify contractors ready, willing, and able to work on Caltrans projects. When the site is ready for review, it will be brought to the Council for further input.
3. Mr. Leung asked whether the Contractor Registry will include A&E firms – OCR is considering creating a separate A&E registry or include them in the Contractor Registry. The issue is A&E firms use work order contracting which Caltrans does not use. In order to change that process Caltrans would have to receive legislative approval. This why OCR is looking at creating a program similar to the Bench program in San Diego.
  - a. Mr. Jordan added using a Bench program for A&E is an excellent idea; it would be a big advantage for all qualified firms to participate in such a program. At this time, 32 other states have established this.
  - b. Mr. DeLuz reiterated Caltrans does not have legislative approval to do work order contracting for A&E; recent legislation passed gave that ability to Clean California. Caltrans cannot advocate for legislation, but private citizens can.
  - c. Mr. Jordan noted members could work on this outside of Caltrans through their respective organizations.

### **N. Coalition Strategy – Pete Varma and Jay King, Co-Chairs**

1. The committee met on October 22 – Smaller turnout than expected, however Mr. King was encouraged by who participated; the discussion was vigorous. There was a greater understanding of this proposed strategy and how it can help Caltrans and SBs. The next meeting will focus on strategizing.
2. Topics discussed included SB 103 and what Mr. McClure had to share.
3. The group will be looking at CMGC projects for opportunities to implement teams that can work on Caltrans projects.

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4. Mr. Jordan – In terms of African American firms, if a Bench program is implemented for A&E firms, will this strategy ensure all qualified groups get a chance to participate? Mr. King responded state law would need to be considered to see what can be done. State contracting laws may preclude such efforts. He added it is important to find ways to win and be more proactive in how we engage. If members don't involve themselves in solutions, they will continue to complain.
5. Mr. DeLuz stated the group has a willing partner in Caltrans if all parties can really come together to develop actionable strategies that consider the limitations of Prop 209 and environmental rules and regulations. The Bench program is attractive because everyone is qualified.

### **O. Preparation for the January 2022 meeting**

The Council follows the calendar year, so the January meeting will kick off a new cycle.

1. Mr. DeLuz urged Council members to complete the annual Survey Monkey evaluation of the Council and its committees. The evaluation will be available from November 29 to December 3, 2021. Mr. DeLuz would like 100% of the members to complete the survey which will give us all a full accounting of our work together as a council and in the committees.
2. Development of committee goals and objectives – The survey will help provide direction for the development of goals and objectives, which must relate to we are trying to achieve as an overall body.
3. Council topics selection for 2022 – Another Survey Monkey evaluation will be sent out in January for the Council members to rank topics already brought up and propose new topics to consider.

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

1. Mr. Jordan asked if there will be an upcoming project list available – Mr. DeLuz referred Mr. Jordan to the 12 to 24 month lookahead reports already available to the public online.
2. Making announcements about particular upcoming projects - How will that information be distributed to everyone? Mr. DeLuz will discuss this with his OCR leadership team to see how this could be implemented. He noted the information would come with a disclaimer that it is a partial listing, because new contracts are constantly coming out every week. A link to the database of all contracts being released would be included.

### **Q. Public Comment –** Facilitated by Chair DeLuz

1. Council Member Eddy Lau – Potential subcontractors should be contacted to attend outreach events; this can potentially bring in firms that have not yet worked with Caltrans.
2. No further comments.

### **R. Closing Remarks**

1. Mr. DeLuz noted this has been a good year and we continue to move forward. This work could not be done without the partnership of the Council.
2. A significant investment is coming from the federal government to Caltrans. We need to create a better system to make sure firms have a chance to participate in these increased opportunities.

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3. Mr. DeLuz urged all Council members to participate in the orientation session to be scheduled on Thursday, 1/27.

**Meeting Adjourned at 11:43 a.m.** – Motion to adjourn, Council Member Debbie Hunsaker; seconded by Council Member Eddy Lau; all ayes, no nays; the meeting was adjourned.

**Next Meeting: January 27 and 28, 2022;** more information regarding the January meetings will be shared in late December/early January.

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

- Meeting agenda.
- Draft of meeting record for September 17, 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. Annie Aguilar, American Public Works Association, San Diego
2. Ajjake, Dr. Matthew, San Francisco Bay Area Small Business Council
3. Canete, Julian, California Hispanic Chambers of Commerce
4. Carroll, Derek, Elite Service Disabled Veteran Owned Business Network (SDVOB)
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. Guerrero, Paul, La Raza Roundtable de California
9. Hale, Gene, Greater Los Angeles African American Chamber of Commerce
10. Hou, Johnathan, Asian Business Community Development
11. Hunsaker, Debbie, Fresno Chamber of Commerce
12. Jordan, Frederick, San Francisco Black Chamber of Commerce
13. King, Jay, California Black Chamber of Commerce
14. Kinsey, Sam, Alternate, California Black Chamber of Commerce
15. Lau, Eddy, Asian American Architects and Engineers, San Francisco Chapter
16. Leung, Albert, Asian American Architects and Engineers, Southern California

## Caltrans Statewide Small Business Council – Meeting Record

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

17. Orso-Delgado, Pedro, American Public Works Association, San Diego
18. Patten, Jr., Ezekiel, Black Business Association, Los Angeles
19. Saephanh, Maye, California Asian Chamber of Commerce
20. Varma, Pete, National Association of Minority Contractors, Northern California
21. Vela, Lisa, San Joaquin County Hispanic Chamber of Commerce
22. Wallace, Rich, Southern California Black Chamber of Commerce

### Caltrans Staff

1. Omishakin, Toks, Director
2. DeLuz, David, Deputy Director, Office of Civil Rights
3. Abi-Racheed, Nabeela, Caltrans
4. Adams, Bob, District 10
5. Azima, Cindy, District 9
6. Barros, Cathrina, OCR
7. Mike Beauchamp, District 8
8. Blount, Denella, District 11
9. Bouquin, Thomas, District 11
10. Bragado, Edwin, OCR
11. Ching, Carole, OCR
12. Copeland, Aisha, OCR
13. Dermody, Ryan, District 9
14. Doan, Hau, Local Assistance
15. Elkins, Susan, District 3
16. Fong, Amy, Construction
17. Himes, Amanda, Administration
18. Hon, Belinda, Construction
19. Hopkins, Ramon, Construction
20. Hull, Joe, District 11
21. Ibarra, Maria, District 11
22. Kishwar, Tanzeeba, Local Assistance
23. Lavelle, Bill, District 10
24. Long, Wenyi, Local Assistance
25. Lopez-Hardie, Michelle, OCR
26. MacDonald, Jason, District 12
27. Maiah, Adnan, Clean California
28. Mather, Eric, District 10
29. Mathis, Maecel, District 11
30. Morris, Esther, DPAC
31. Perez, Margie, District 11
32. Prizmich, David, Division of Procurement and Contracts
33. Raptis, Maria, District 7
34. Rizzutto, J. Shawn, District 11
35. Rollins, Marjani, OCR
36. Samuelson, Mark, Local Assistance
37. Scott, Michelle, District 7
38. Singh, Sanjay, OCR
39. Surfas, Adriana, Clean California
40. Tavares, Tony, District 7
41. Townsend, Everett, District 11
42. Tritt, Ray, Construction
43. Tuttle, Norman, OCR
44. Vargas, Mirley, District 12
45. Vinson, Edwin, OCR
46. Von Tersch, Erin, OCR
47. Watts-Jefferson, Sabrina, OCR

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48. Whitfield, Jocelyn, District 8
49. Williams, Curtis, OCR
50. Woolsey, Lindsey, Construction

### Guests

1. Altaha, Ali
2. Ambuehl, David, Caltrans
3. Apodaca, Chanta, Caltrans
4. Draghici, Anda, DGS
5. Earl, Chris, GO-Biz
6. Gray, Tara Lynn, GO-Biz
7. Johannsen, Ken, Caltrans
8. Mammano, Vincent, FHWA
9. Matauchi, Mary, Caltrans
10. Jackson, Danetta, DGS\
11. Peinada, Marcelo, Caltrans
12. Raynal, Elizabeth, Ghirardelli Associates
13. Shell, Angela, DGS
14. Shevlin, Jessica, Sacramento Regional Transit District
15. Shivers, Jim, Caltrans
16. Yu, Walter, Caltrans