

Governor's Commission on Supplier Diversity

Webex Video Conference¹

Monday, September 13, 2021 | 1:00 p.m. – 3:00 p.m.

Meeting Minutes

I. Call to Order

Chairman Wilson called the meeting to order September 13, 2021 at 1:00 p.m. EST.

II. Roll Call

Kesha Rich took roll call. Those members present were:

Gregory L. Wilson Chairman	Dr. Rebecca Holwerda Indiana Department of Administration – Commissioner	Maia Siprashvili Division of Supplier Diversity Deputy Commissioner	John Bartlett State Representative
Elizabeth Kiefner Crawford Indiana Department of Transportation Representative	Remo Mezzetta Central Representative	Litany Pyle Central Representative	Greg Taylor State Senator
Frances Vega- Steele Northern Representative	Rebecca Kubacki Northern Representative	Christine Jeffers Indiana Small Business Development Center	

Establish quorum

Having 8 voting members, a quorum was established for the meeting.

III. State Educational Institution (SEI) Reports

Each SEI gave a brief overview of their overall goals and utilization percentages for the quarter.

The SEIs that presented their reports were:

- Ball State University: MBE: 2.51%, WBE: 2.57%, IVOSB: 0.47%
- Indiana State University: MBE: 2.96%, WBE: 6.39%, IVOSB: 5.94%
- Indiana University: MBE: 2.03%, WBE: 1.73%, IVOSB: 0.99%
- Ivy Tech Community College: MBE: 13.85%, WBE: 6.59%, IVOSB: 0.45%
- Purdue University: MBE: 24.31%, WBE: 3.71%, IVOSB: 7.93%
- University of Southern Indiana: MBE: 4.01%, WBE: 18.96%, IVOSB: 0.84%
- Vincennes University: MBE: 8.27%, WBE: 37.46%, IVOSB: 2.19%

IV. INDOT DBE Program Update

Elizabeth Kiefner Crawford presented the Indiana Department of Transportation Disadvantaged Business Enterprise (DBE) program update. She provided an update on certification, contract compliance and support

¹ Due to COVID-19 pandemic, the public meeting took place electronically, via Webex.

services. She reported certification statistics, including number of certified firms. She also included updates on current and future INDOT projects in relation to their supplier diversity goals.

- 2021 Data (through 8/31/2021):
 - There were 930 certified DBEs.
 - Currently there has been 105 new applications received.
 - There were 447 Applications Processed (New Applications + No Changes).
 - The Average Processing Time (“APT”) = 15.31 Days.
- Supportive Services:
 - In person programming is postponed at this time.
 - Participated in presentations for DBE outreach for Walsh/Milestone JV for I-69 Section 6.5 and City of South Bend.
 - Participation in both IDOA’s business conference and Indiana Subcontractor Association annual event in October 2021
 - Event in planning states – consultant outreach for construction inspection and real estate and outreach.
- By Roads Construction Program:
 - By roads first class concluded in August.
 - Seven participants graduated from the program and are working towards job placement.
 - Next class will be later in winter 2022 to train and place for the 2022 construction season.

V. Deputy Commissioner’s Report

Maia Siprashvili, Deputy Commissioner of the Division of Supplier Diversity gave a general overview of 3rd quarter 2021. The report included:

- Overview of the creation of the Division, MBE/WBE/IVOSB participation goals and the three (3) main functions of the Division: certification, contract compliance and business outreach.
- Overview of the Division’s organizational chart and MBE/WBE/IVOSB participation goals.
- Certification review which highlighted the electronic certification process.
- Outreach for the vendors informing them about the e-certification.
- Average days to certify MBEs/WBEs and IVOSBs still stably below regulatory requirement.
- Compliance policy on rolling out of newly established MBE/WBE goals through weekly webinars in July and August.
- New participation goals for the State of Indiana went into effect on July 1, 2021 .
- DSD is working with the 100 Top Contract subcommittee to review state spend on the agency level.
- 2021 Business Outreach Strategy - Transforming Your Vision.
- Bi-monthly Certification and Pay Audit webinars.

VI. Certification Update

Kesha Rich, Director of Certification gave a general overview of certification data for the 3rd quarter 2021:

- New incoming MBE/WBE applications 90, recertification applications 76, preliminary denials issued 3, applications denied 0, average application processing time 34 days.
- Provided numbers IVOSB. 2021 3rd quarter new incoming IVOSB applications 20, recertification applications 10, and average processing time 1 day.
- Reported the data for total certified firms for 3rd quarter: total MBE/WBE/IVOSB 1,707, MBE 506, WBE 974 and IVOSB 227.

VII. Contract Compliance Update

Corlisha Mitchell, Director of Contract Compliance, gave a contract compliance overview of the 3rd quarter 2021:

- INDOT Good Faith Effort Reviews – 4 were granted.
- Division of Supplier Diversity attended 3 pre-proposal meetings and tracked 5 RFP’s with

MBE/WBE/IVOSB participation.

- There were 3 payment/utilization issues and 11 subcontractor replacements on statewide contracts.
- MBE/WBE subcontractor participation in dollars: Committed - MBE \$4,197,460,798.57; WBE \$3,749,637,136.03. Paid to date - MBE \$279,980,061.31; WBE \$170,675,233.79.
- MBE/WBE subcontractor participation in percentage: Committed – MBE 6.19%, WBE 6.47%. Paid to date - MBE 3.07%, WBE 1.87%.

VIII. Business Development and Outreach Update

Maia Sipsrshvili, Deputy Commissioner of the Division of Supplier Diversity, gave an outreach overview of the 3rd quarter 2021:

- Provided the dates for the bi-monthly Certification Webinars and Pay Audit Webinars.
- Reviewed the Division's outreach activities that detailed 16 outreach events including the BSU roundtables, DSD goals roll out awareness training for state agencies, IBE business conference, and Governor's Commission on Supplier Diversity 100 Top Contracts subcommittee meetings.
- Discussed the upcoming IDOA DSD annual business conference.

IX. Deputy Commissioner of Procurement's Report

Erin Kellam, Deputy Commissioner of Procurement, gave a prime spend report:

- Reviewed the 2nd quarter 2021 certified prime spend data and payments made to prime contractors. MBE \$13,607,071.38 – 3.72%; WBE \$54,755,438.53 – 14.97%; IVOSB \$10,052,299.04 – 2.75%.
- Total State spend \$365,875,418.55.

X. New Business

- Deputy Commissioner Maia Sipsrshvili stated that public comments have been recorded, collected, and would be consolidated. DSD would try to answer the questions and would forward the questions and answers to the Commissioner's as a part of the meeting minutes.

XI. Adjourn

Chairman Wilson adjourned the meeting Monday, September 13, 2021 at 3:00 p.m. EST.