

## Governor's Commission on Supplier Diversity

### Webex Video Conference<sup>1</sup>

Friday, February 26, 2021 | 1:00 p.m. – 3:00 p.m.

### Meeting Minutes

#### I. Call to Order

Chairman Wilson called the meeting to order Friday, February 26, 2021 at 1:00 p.m. EST.

#### II. Roll Call

Dr. Vonda Brooks took roll call. Those members present were:

Gregory L. Wilson Chairman	Lesley Crane Indiana Department of Administration Commissioner	Maia Saprashvili Division of Supplier Diversity Deputy Commissioner	John Bartlett State Representative
Elizabeth Kiefner Crawford Indiana Department of Transportation Representative	Erin Houchin State Representative	Remo Mezzetta Central Representative	Litany Pyle Central Representative
Ellen Dunnigan Central Representative	Rebecca Kubacki Northern Representative	Greg Taylor State Representative	Frances Vega- Steele Northern Representative

#### III. Establish quorum

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

#### IV. State Educational Institution (SEI) Reports

Each SEI provided the opportunity to be represented by their university president or designated representative to speak on their supplier diversity/procurement initiatives. Those representatives were:

- **Ball State University**
  - **Alan Finn**, Vice President of Business Affairs and Treasurer

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

- **Roger Hassenzahl**, Director of Purchasing Services.
- **Indiana State University**
  - **Diann McKee**, Senior Vice President for Finance and Administration/University Treasurer
  - **Greg Goode**, Executive Director of Government Relations and University Communications, Legislative Representative
  - **Kevin Barr**, Purchasing Director
- **Indiana University**
  - **Baris Kiyar**, Associate Vice President, Procurement Services
  - **Rob Halter**, Executive Director, Purchasing Services and Supplier Diversity
- **IVY Tech Community College**
  - **President, Dr. Sue Ellspermann**
  - **Doneisha Posey**, J.D., Vice President of Diversity, Equity and Belonging
  - **Michael Babcock**, Executive Director of Strategic Sourcing
- **Purdue University**
  - **Mike Cline**, Senior Vice President of Administrative Operations
  - **Jessica Robertson**, Director of Procurement
- **University of Southern Indiana**
  - **President, Dr. Ronald Rochon**
  - **Aaron Trump**, Chief Government, and Legal Affairs Officer
  - **Steve Bridges**, Vice President for Finance and Administration
  - **Jeff Sponn**, Interim Director of Procurement
- **Vincennes University**
  - **President, Dr. Chuck Johnson**
  - **Michael Morrison**, Risk Manager and Director of Procurement

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: 0.47%, WBE: 2.83%, IVOSB: 0.21%
- Indiana State University: MBE: 6.42%, WBE: 1.32%, IVOSB: 3.81%
- Indiana University: MBE: 2.00%, WBE: 6.84%, IVOSB: 1.93%
- Ivy Tech Community College: MBE: 25.37%, WBE: 12.16%, IVOSB: 1.73%
- Purdue University: MBE: 19.87%, WBE: 12.72%, IVOSB: 7.75%
- University of Southern Indiana: MBE: 7.51%, WBE: 5.15%, IVOSB: 0.13%
- Vincennes University: MBE: 1.15%, WBE: 28.40%, IVOSB: 1.21%

## V. Disparity Study Report

Dr. Sameer Bawa of BBC Research provided the Commission with an update on the progress of the Indiana Department of Administration Disparity Study.

- Updated goals voted on by the Commission: Base Figure (0.5) + Past MBE/WBE Participation (0.25) + BO Barriers (0.25)
  - Minorities: Construction- 7%, Professional Services- 8%, Goods / General Services- 8%
  - White Women: Construction- 5%, Professional Services- 11%, Goods / General Services- 13%

## VI. INDOT DBE Program Update

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

- INDOT provided a 2020 recap which included the following highlights:
  - DBE certification Year to Date 2021
  - There were 867 certified DBEs
  - INDOT received 158 new applications received
  - There were 690 Applications Processed (New Applications + No Changes)
  - The Average Processing Time (“APT”) = 15.48 Days (2.98 days decrease from 2019)
- 2021 Data (through 1/31/21)
  - Currently there has been 19 New Applications Received
  - INDOT has Processed 61 Applications
  - The Average Processing Time (“APT”) = 15.2 Days

**VII. Deputy Commissioner’s Report**

Maia Siprashvili, Deputy Commissioner of the Division of Supplier Diversity gave a general overview of 1<sup>st</sup> 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.
- The Division’s average days to process MBE/WBE/IVOSB certifications remain under the 90 requirements.
- The IDOA DSD has appointed a new Certification Director, Kesha Rich
- Compliance update which reviews subcontractor participation request, Good Faith Efforts for INDOT
- The IDOA DSD has appointed a new Director of Compliance, Corlisha Mitchell.
- Business outreach update that addressed plans for the **2021 Transforming Your Vision**, Business Conference Series.
- DSD outreach efforts have switched in preparation for Disparity Study Public Meetings.
- Review of the 2020 Disparity Study timeline and projected deliverables.

**VIII. Certification Update**

Maia Siprashvili, Deputy Director of Certification gave a general overview of certification data for the 1<sup>st</sup> quarter 2021:

- Provided comparative numbers of 2020 4<sup>th</sup> quarter to 2021 1<sup>st</sup> quarter new incoming MBE/WBE applications (74), recertification applications (47), applications completed (123), preliminary denials issued (3), applications denied (1) and average processing time (31.5 days).
- Reported MBE/WBE new applications received, and recertification’s received 2020 4<sup>th</sup> quarter to 2021 1<sup>st</sup> quarter.
- Reported the data for total certified firms: 2020 4<sup>th</sup> quarter to 2021 1<sup>st</sup> quarter.
- Reported the data for the number of certified MBE/ WBE firms by ethnicity.
- Provided comparative numbers of 2020 4<sup>th</sup> quarter to 2021 1<sup>st</sup> quarter new incoming IVOSB applications (11), recertification applications (9), applications completed (14) and average processing time (13 days).

**IX. Contract Compliance Update**

Maia Siprashvili, Deputy Commissioner of the Division of Supplier Diversity, gave a contract compliance overview of the 1<sup>st</sup> quarter 2021:

- 6 INDOT Good Faith Effort Reviews were conducted in the 1<sup>st</sup> quarter – 6 were granted and 0 were not granted; Division of Supplier Diversity attended 5 pre-proposal meetings and tracked 4 RFP's with MBE/WBE participation.
- There was 1 payment/utilization issues and 6 subcontractor replacements on statewide contracts.
- Payments made to MBE/WBE subcontractors: Committed - MBE \$3,377,091,447.86; WBE \$ \$2,978,792,257.27. Paid to date - MBE \$21,776,233.79; WBE \$16,222,943.99.
- Payments made to commitment goals- percentage of: Committed - MBE 5.57%, WBE 4.91%. Paid to date - MBE 6.18%, WBE 6.27%.

**X. Business Development and Outreach Update**

Maia Siprashvili, Deputy Commissioner of the Division of Supplier Diversity, gave an outreach overview of the 1<sup>st</sup> quarter 2021:

- Provided the dates for the bi-monthly Certification Webinars and Pay Audit Webinars.
- Reviewed the Division's outreach activities that detailed 5 outreach events including the Governor's Commission on Supplier Diversity Retreat and the IDOA Pay Audit Webinar.
- Discussed the remaining 2021 Commission Meeting dates.

**XI. Deputy Commissioner of Procurement's Report**

Erin Kellam, Deputy Commissioner of Procurement, gave a general overview of procurement report:

- Reviewed the 1<sup>st</sup> quarter 2020 certified prime spend data and payments made to prime contractors. MBE \$17,468,493.99 – 5%; WBE \$42,597,918.61 – 13%; Total State Spend \$328,990,505.55.
- Reviewed the 2<sup>nd</sup> quarter 2020 certified prime spend data and payments made to prime contractors. MBE \$20,216,319.43 – 5%; WBE \$46,341,112.51 – 13%. Total State Spend \$351,727,966.54.
- Reviewed the 3<sup>rd</sup> quarter 2020 certified prime spend data and payments made to prime contractors. MBE \$19,684,777.94 – 5%; WBE \$47,624,917.03 – 11%; IVOSB \$16,619,527.20 – 4%. Total State Spend \$426,580,638.27.
- Reviewed the 4<sup>th</sup> quarter 2020 certified prime spend data and payments made to prime contractors. MBE \$ 79,912,763.13 – 6.29%; WBE \$ 184,974,676.89 – 14.56%; IVOSB \$ 35,018,386.44 – 3.98%. Total State Spend \$ 1,270,323,085.68.

**XII. New Business**

- The Division of Supplier Diversity (DSD) presented a revised Out of State Vendor Policy to the commission. The revised policy allows DSD to independently accept or deny reciprocity with out of state supplier diversity certification programs. Prior to the revision this policy required changes to state reciprocity to be approved by the commission before any changed could be made.
- The commission voted unanimously to adopt the new Out of State Vendor Policy.

**XIII. Public Comments**

- Deputy Commissioner Maia Siprashvili 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.

**XIV. Adjourn**

Chairman Wilson adjourned the meeting Friday, February 26, 2021 at 3:30 p.m. EST.