



Attachment 3-b

MILWAUKEE AREA TECHNICAL COLLEGE DISTRICT BOARD MILWAUKEE, WISCONSIN October 22, 2020

CALL TO ORDER

A Special Board Meeting – Minority Participation Task Force of the Milwaukee Area Technical College District Board was held in open session via teleconference on Thursday, October 22, 2020, and called to order by Board Treasurer Kahri Phelps-Okoro at 11:30 a.m.

ITEM 1. ROLL CALL

Present: Erica Case, Mark Foley, Kahri Phelps-Okoro and Ann Wilson.

Excused: Ashanti Hamilton, Citlali Mendieta-Ramos, David Mitchell, Nikki Moews and Lisa Olson.

COMPLIANCE WITH THE OPEN MEETINGS LAW

Discussion Ms. Phelps-Okoro asked if proper notice of the meeting had been given in compliance with the Wisconsin Open Meetings Law.

Ms. Gwendolyn Green, Board Liaison, confirmed proper notice had been given in compliance with the Wisconsin Open Meetings Law.

ITEM 2. DISCUSSION OF THE FOLLOWING REPORTS:

a. Construction Procurement Minority Participation Strategies

Discussion Ms. Phelps-Okoro stated the purpose of the meeting was to hear an update on issues and questions raised during the September 15 meeting regarding construction procurement as well as general procurement.

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Ms. Janice Falkenberg, VP General Counsel reviewed points from the September 15 meeting and introduced Ms. Virginia Routh, Director Facilities, and Mr. James Weishan, Senior Director Facilities, who presented the Construction Procurement Immediately Available Strategies mentioning such strategies as:

- Actively engage participation of minority-owned construction firms and suppliers through networking sessions, listening sessions and open houses.
- Prominently display Certified HUB Lists to General Contractors to encourage and increase minority and women participation in those subcontracts under the college large general contracts for big constructions projects.
- Unbundle large contracts to encourage accessibility to smaller businesses.

Board members discussed suggestive actions to take including:

- Conducting a legal review of the college's ability to put preferences in at the front end of an RFP due to constitutional and state law requirements.
- Updating college website for easy reference on MATC policies regarding the bid process
- Reassessing minority construction participation goal of 18% to see if the goal is still appropriate; determining how the 18% goal number was generated
- Determining if the results of the city's disparity study can be used for MATC or the college would have to conduct one of its own.

b. Procurement Summary Report Non Construction

Discussion Ms. Laura Moore, Procurement Manager, presented the Procurement Summary Report Non Construction as information highlighting such points as:

- WPI will hold a webinar on November 10 in which Ms. Moore will be presenting on purchasing procedures and opportunities with MATC.
- Quarterly Vendor Listening Sessions will be a virtual format starting
- Incorporating these sessions in the LinkedIn Outreach program and looking at how the college could reach out to business owners via social media.

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- Building upon the existing relationships within the community and reaching out to others within the community such as faith communities
- Discussed opportunities of working within current WTCS guidelines and showed a breakdown of vendors that business was conducted with over the course of the year.
- Showed remaining spend breakdown with corresponding competitive process for non-construction.
- Elaborated on the Request for Proposal (RFP) process and stated when the college wants to buy a service there is criteria in the RFP allowing 5% to be awarded for minority participation.

ITEM 3. ADJOURNMENT

It was moved by Mr. Foley, seconded by Ms. Case, to adjourn the Special Board Meeting - Minority Participation Task Force.

The meeting adjourned at 12:22 p.m.

Respectfully submitted,

Gwendolyn Z. Green

On Behalf of Board Secretary.