

## Caltrans Statewide Small Business Council – Meeting Record

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

March 18, 2022, 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 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	4/5/22	<b>CLOSED:</b> Efforts made towards the Coalition Strategy will be merged and integrated into the 2022 topic, "Improving and increasing relationship building through partnership and teaming strategies between SB/DBE/ DVBE sub-contractors, primes, and Caltrans districts."
<b>Action Items from July 2021 meeting</b>			
<b>Action Item #8:</b> Research the possibility of a Lookahead report for commodities.	OCR and DPAC	4/4/22	<b>COMPLETED:</b> The quarterly Commodities Lookahead Report is now posted regularly on the OCR Small Business Council web page. A link to that web page was sent to Council members via email on the date to the left of this entry.
<b>Action Items from November 2021 Meeting</b>			
<b>Action Item #6:</b> Develop a Lookahead summary that highlights various projects throughout the 12 Districts.	OCR	5/20/22	<b>ASSIGNED:</b> Michelle Lopez-Hardie reported her team has been exploring GIS to locate where projects are occurring in using real time data, giving rise to the concept of a "real time marketplace." This concept is different from the Opt-In. Update during the May meeting,
<b>Action Items from January 2022 Meeting</b>			
<b>Action Item #6:</b> Develop a Bench-like pilot project for A&E in District 11. Council Members encouraged to participate in the development of this pilot project.	OCR, District 11, SBC	5/20/22	<b>ASSIGNED:</b> This project is still in the preliminary stages of development. A meeting with SANDAG helped to identify possible policy changes necessary in order to implement at Caltrans. Update during the May meeting.
<b>Action Item #7:</b> Council Members provide feedback on rating topics for 2022.	OCR and SBC	3/18/22	<b>COMPLETED:</b> The Council members did a final vote on the top seven topics to determine the

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			top three to pursue in 2022 during the March 18 full council meeting.
<b>Action Item #11:</b> Research revising bid language to always include SB/DVBE in all bid postings.	OCR and OE	5/20/22	<b>ASSIGNED:</b> Sanjay Singh reported he is working with Office of Engineer (OE) to manage the formatting changes necessary. Revised language will appear online as well. Update during the May meeting.
<b>Action Items from March 18, 2022</b>			
<b>Action Item #1:</b> Provide Council members with the links to the Caltrans Black History Month webinars.	OCR	3/30/22	<b>COMPLETED:</b> Links to the Caltrans Black History Month webinars sent to Council members via email on the date to left of this entry.
<b>Action Item #2:</b> Provide link to the list of local organizations across the state awarded Clean California Local Grants.	OCR	3/30/22	<b>COMPLETED:</b> Link to the Clean California Local Grant awardees sent to Council members via email on the date to the left of this entry.
<b>Action Item #3:</b> Provide a statement as to how the state will respond to the recent significant rise in cost of gas, supplies, and rental fees, which has been especially challenging for smaller contractors.	OCR, DPAC, DGS	5/20/22	<b>ASSIGNED:</b> Update during the May meeting.
<b>Action Item #4:</b> Provide the reports on SB/DVBE and Minor B contracting.	OCR	5/20/22	<b>ASSIGNED:</b> Update during the May meeting.
<b>Action Item #5:</b> Provide the PowerPoint presentation provided by RightSource during the March meeting.	OCR	3/30/22	<b>COMPLETED:</b> A PDF of the PowerPoint presentation provided by RightSource was sent to Council members via email on the date to the left of this entry.
<b>Action Item #6:</b> Provide the PowerPoint presentation provided by MWS and Associates during the March meeting.	OCR	4/27/22	<b>COMPLETED:</b> A PDF of the PowerPoint presentation provided by MWS & Associates was sent to Council members via email on the date to the left of this entry.
<b>Action Item #7:</b> Provide Council members with information about the virtual Procurement Fair	OCR	5/20/22	<b>ASSIGNED:</b> Update during the May meeting.

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scheduled in November by the Northern Region Districts (1, 2, and 3).			
<b>Action Item #8:</b> Provide Council members with the report presented by Danetta Jackson, DGS, during the March meeting.	OCR	3/18/22	<b>COMPLETED:</b> The DGS report was sent to Council members via email on the date to the left of this entry.
<b>Action Item #9:</b> Provide Council members with the link to the DGS video on Commercially Useful Function (CUF) for SB and DVBE.	OCR	4/1/22	<b>COMPLETED:</b> Links to the DGS CUF video and CUF web page were sent to Council members via email on the date to the left of this entry.
<b>Action Item #10:</b> Schedule a presentation on enforcement of CUF by DGS during the May or July meeting. Council members to send their CUF related questions to Carole Ching, Council Coordinator, at least two weeks prior to the presentation.	DGS and OCR	5/20/22	<b>COMPLETED:</b> Carl Josephson, Compliance Manager, DGS, to provide a presentation on CUF abuse, complaints, and enforcement on the date to the left of this entry.
<b>Action Item #11:</b> Research the development of an annual meeting of the SB advisory councils from DGS, HSR and OCR.	OCR	5/20/22	<b>ASSIGNED:</b> Update during the May meeting.
<b>Action Item #12:</b> Provide link to the information about the various programs mentioned by the GO-Biz Office of Small Business Advocate.	OCR	4/27/22	<b>COMPLETED:</b> Link to the GO-Biz office of Small Business Advocate provided to Council members via email on the date to the left of this entry.
<b>Action Item #13:</b> Provide Council members with the report presented by Catrina Blair, HSR, during the March meeting.	OCR	3/30/22	<b>COMPLETED:</b> The HSR report was sent to Council members via email on the date to the left of this entry.
<b>Action Item #14:</b> Provide the African American DBE Participation Ad Hoc Committee a copy of the Uniform report on the utilization numbers being reported contingent upon submittal of the Information Request form.	OCR	5/20/22	<b>ASSIGNED:</b> Update during the May meeting.
<b>Welcome and Roll Call</b> – Council Chair, David DeLuz opened the meeting at 8:31 a.m.			
<b>Opening Remarks; Review of the Agenda; Meeting Record Approval</b> – Chair DeLuz			
<ul style="list-style-type: none"> <li>Chair David DeLuz began the meeting by welcoming everyone.</li> </ul>			

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- A review of the meeting agenda followed.
- Chair DeLuz conducted the roll call of the Council members; a quorum was established.
- Review of the Action Item log was facilitated by Carole Ching, OCR.
- Chair DeLuz then called for approval of the meeting record for January 28, 2022: Motion to approve, Council Member Debbie Hunsaker; seconded by Council Member Eddie Lau; no discussion; ayes, all; oppose, none; the January 28, 2022, meeting record was approved.

### **A. Director's Office Update – Steven Keck, Acting Director**

1. Mr. Keck, who, as of March, became the Acting Director of Caltrans, expressed excitement to be part of the meeting.
2. Acknowledgment of former Director Toks Omishakin, now Secretary of CalSTA.
  - a. Mr. Omishakin brought a unique perspective and leadership style to Caltrans.
  - b. His vision in great part is why national focus came to the work Caltrans is doing.
  - c. Mr. Omishakin believed in the power of collaboration as “the oxygen to a productive and thriving workplace”, which has guided how Caltrans conducts its business.
  - d. His actions as director set us up quite well for the IIJA to deliver the programs and compete very competitively for discretionary funds available. As a result, California is the most aligned state to capitalize on that.
  - e. Under his leadership, an equity lens was set in place: everything we do both internally and externally is viewed through this lens. The Caltrans Office of Race and Equity or CORE was established and will remain in place to guide our work.
  - f. Mr. Omishakin emphasized safety as a priority – The Safe Systems Approach will guide every level of Caltrans. Click [HERE](#) for more details about Caltrans Safe Systems Approach.
  - g. Road Safety Plan - Every division, every district is developing an action plan to be approved by December to move us towards zero fatalities.
  - h. This is just a small overview of what Mr. Omishakin accomplished in the time he was with Caltrans; we thank him and are sad to see him go, but glad to have him in his new leadership role as Secretary of the California State Transportation Agency (CalSTA).
3. Mr. Keck provided a brief background of his work with Caltrans.
  - a. Mr. Keck has been with Caltrans for over 21 years.
  - b. He has held various roles, including Chief Financial Officer for 8 years; Chief Budget Officer since 2018; generally grounded in finance. He has had many opportunities to see every single part of the Department which has given him a good overview of what the Department does. On the basis of his experiences, he feels confident in being a good stand-in while the Department looks for a permanent director; he will keep the ship moving forward.
4. Black History Month was celebrated in February – The Caltrans EEO Division sponsored many webinars to honor the month; a link to those webinars will be provided after the meeting. Mr. Keck noted the webinar conducted on February 15 included Chair DeLuz as a major contributor.

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### 5. Clean California Initiative

- a. Clean California Local Grants awarded – More than 300 applications totaling \$758 million which is more than double the available funding – were received. Of that group 105 projects representing underserved or historically excluded communities across the state were selected. The selected projects will generate 3,600 jobs. A link to the list of grantees will be sent to the Council after the meeting.
- b. Since launching the initiative last July, litter equivalent to 3,600 dump trucks has been removed; we know there is much more to go. This effort represents a joint effort between local and statewide projects; it is making a real difference and Caltrans is proud to be a partner with the Governor on this.

### 6. Mr. Keck emphasized the Council is important to Caltrans and to him.

#### Discussion:

1. Council Member Pete Varma – After welcoming Mr. Keck to his new position, Mr. Varma asked about what Caltrans can do to ease some of the pain of rising gas prices and equipment rental costs. Mr. Keck responded rising gas prices has had a significant impact and noted the Governor has been working on proposals to address this matter. Caltrans has also been working with Mr. Newsom on this. As for what Caltrans can do specifically, there is no answer at this time. Mr. DeLuz added DGS recently hosted a meeting to develop a strategy to address these issues. While there is no answer today, DGS is leading the way to identify potential avenues for solution. David Prizmich, DPAC, stated he has reached out to DGS to look at helping out with smaller contracts; DGS has said it does have some authority on a contract-by-contract basis. DPAC will be working with DGS on options. For now, they have been reaching out to Contract Managers to work on specific issues. Real time numbers will be needed to develop a way forward. For now, it will be case by case for smaller contractors. In the meantime, DGS is looking for a more global solution. Mr. DeLuz added they will be developing a general process with all necessary caveats in writing, so the message will be consistent.
2. Council Member Dr. Matthew Ajjake noted he is interested in the infrastructure projects that will be rolling out as the year progresses.
3. Council Member Zeke Patten – Regarding the SB1 projects, Mr. Patten is concerned that the 25% SB goal on state funded projects will disappear if that project is federalized due to addition of federal dollars. Mr. Keck stated when a contract becomes a federal contract, federal guidelines will be followed. State funds then become non-federal matches. In most cases, state funds provide a match to federal projects. The IIJA will increase that.

### **B. FHWA Update – Michael Caliendo for Vincent Mammano**

1. Mr. Mammano was not able to attend due to travel conflicts.
2. Mr. Caliendo congratulated Mr. Keck and looks forward to his leadership during the transition.
3. Mr. Caliendo is a Civil Rights Specialist for FHWA originally from Idaho. He oversaw the OJT Supportive Services program for 15 years.
4. Thus far he has enjoyed working with the OCR team; he noted their responsiveness and can-do attitude.

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5. Mr. DeLuz commented OCR is very fortunate to have Mr. Caliendo as the Civil Rights manager. Mr. Caliendo has been providing solutions and has invigorated the OCR team to meet the challenges being faced. Mr. DeLuz thanked Mr. Caliendo for providing the guidance for OCR to figure out its own way, encourage creativity, and remain focused on solutions.

### **C. OCR Reports** – Michelle Lopez-Hardie, OCR, pointed out some highlights of the December year-end reports.

1. Overall DBE participation as of October 1, 2021 is at 18.67%; please refer to the various Commitment at Award reports for Construction and A&E which can be found on the OCR website.
2. Growth has been tracked in the African American group; more work to do, but the needle is moving slightly in the right direction.
3. Without CMGC, overall DBE participation is at 19.82%.
4. Ms. Lopez-Hardie noted the SB/DVBE and Minor B reports will be included during the SBC regular meetings. The reports will also be available online on the OCR website.
5. Dr. Ajiake asked about the “SED” label – Mr. DeLuz explained in the past it was termed as “presumptive groups”, but FHWA changed it to “Socially Economically Disadvantaged” or SED. Mr. Singh concurred SED is the proper federal term to use.
6. Dr. Ajiake asked if the numbers included both southern and northern California – Ms. Lopez-Hardie responded the numbers included both north and south.
7. Mr. DeLuz further noted these are very volatile numbers, especially for those groups that have very small percentages. OCR will continue to develop strategies to grow all groups. Dr. Ajiake added one can see how changes are happening and where we are today as compared to where we were before.
8. Dr. Ajiake continued to note alternative approaches such as Design-Build and CMGC are where drastic changes can happen, not so much money-wise, but in the level of participation.

### **D. DBE Supportive Services Contracts** – Introducing contractors managing the northern, central, and southern regions.

Michelle Lopez-Hardie introduced the two consultants contracted to increase the number of certified DBEs in active highway contracts through the DBE Supportive Services Program. The two contractors are: RightSource, which has contracts for northern and central California, and MSW and Associates, which has the contract for southern California.

1. RightSource Services – Nuha Nazy, President and Founder provided a PowerPoint presentation, which will be sent to Council members after the meeting; click [HERE](#) for their website.
  - a. Women owned; both the President and Emilia Rogowska, Vice President of Business Development, both come from refugee backgrounds, which influences their perspectives on the work to be done. The work to be done for this program gives them both much fulfillment.
  - b. Their 6-stage process will be employed; tangible deliverables will be provided at each stage. One of the things program participants should be able to do is write a contract and other associated documents – homework and deliverable tasks will be an expectation for each program participant.



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- c. The Caltrans program dovetails well with RightSource's process, which also focusses on deliverables; they won't get compensated unless they deliver. At the end, RightSource's success will be measured on how successful they were in getting contracts for program participants.
- d. Besides SED, RightSource is also committed to the disabled business community.
- e. RightSource commented the support they have been receiving from OCR has been phenomenal.
2. MWS & Associates – Dr. Maria Williams-Slaughter, President, provided a PowerPoint presentation of her company; click [HERE](#) for the company website.
  - a. In the past, MWS has been involved with South Coast Air Resources Board.
  - b. Dr. Williams-Slaughter began her own business in 2015 – The hurdles and roadblocks while frustrating, informed the work she now does.
  - c. The MWS mission is to expand capabilities.
  - d. They will be focusing on Districts 7, 8, 11, and 12.
  - e. They will be guiding companies towards certification options and assist them in becoming Caltrans awarded.
  - f. MWS intends to level the playing field.
  - g. The OCR team has been very supportive; enthusiasm has been overwhelmingly positive.
  - h. MWS looks forward to exceeding its goals.
3. Mr. DeLuz thanked the consultants and added he is excited about the partnerships they will be creating. He acknowledged Ms. Lopez-Hardie for developing specialized, specific activities within the supportive services network, including beginners' courses to develop a pipeline for DBEs and DBE-eligible firms. We should be seeing a much more nuanced, specialized approach with this program. The goal is to bring DBE-capable firms through the certification process, support them as they move forward, and finally to see them become Caltrans involved. Ms. Lopez-Hardie's team will be working with partners such as FHWA, primes, and community organizations to bring in firms that are willing, able, and ready to become Caltrans involved.

### **E. District Small Business Update Reports**

1. Virtual Procurement Fair, April 20-21, 2022, 9 a.m. to 12 p.m. – Chloe Doyle, Equity and Small Business Manager for District 6 announced Districts 6 and 9 will be partnering to present this Virtual Procurement Fair to heighten awareness of SBs in Kern County. All are welcome to participate. Further information will be sent to Council members after the meeting.
2. Re: Question from Alternate Council Member Rebecca Llewellyn regarding the jump in prices for gas, rental fees, etcetera – David Prizmich, DPAC, is following up with Angela Shell, DGS, to address this matter; more information in the near future. District 11 Director Gustavo Dallarda agreed this matter needs to be addressed; OE and Division of Construction should also participate in the discussion. Mr. Prizmich added he has reached out to OE and Caltrans Minor B partners.

### **F. Department of General Services (DGS) Update** – Danetta Jackson; the DGS report will be sent to OCR for distribution to the Council members.

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1. Ms. Jackson introduced Demeshia Swanson, who is now managing Ms. Jackson's former position. Ms. Swanson has been with DGS for over 12 years and has been a manager for six of those 12 years. She will be working towards improving all aspects of SB and DVBE programs, outreach, and education. She will also be providing assistance on SB/DVBE certification requirements.
2. DGS is in the process of developing an online bidder supplier division – more information about this in the near future.
3. Several important solicitations are available online for tractors, modular systems furniture, ink; all of these are available on Cal-eProcure.
4. Small Business Construction Expo, 4/5/22 – refer to the DGS report for further details.
5. SB-588, AB-1365, and AB-230, regarding DVBE subcontracting webinars for state departments – The Office of Small Business and Disabled Veteran Business Enterprise Services (OSDS) has been and will be conducting ongoing webinars about the new withhold policy and DVBE subcontractor reporting for state departments and prime contractors. In addition, OSDS has been working with several DVBEs to provide a short FAQ webinar for the DVBE community.

### **G. GO-Biz Office of Small Business Advocate (OSBA) Update** – Chris Earl for Tara Lynn Gray; access the website by clicking [HERE](#)

1. Small Business Supplier Diversity Initiative – Currently working with the second cohort for procurement contracting; meetings and trainings have been held online and in person since January. There were 75 business in the initial program For more details and links to this initiative, click [HERE](#).
2. Technical assistance programs provide basic training using the train the trainers approach.
3. Accelerated program – Currently recruiting participants; will be providing services through the San Diego Procurement Technical Assistance Center (PTAC); good mix of partners who advise on the needs of their constituents. Dates to be sent to the Council members once they are arranged.
4. California Dream Fund – Provides grants of \$10,000 seed funding in partnership with the technical assistance network. Click [HERE](#) for more program details.
5. Micro-Business COVID-19 Relief Program Grants – These are smaller grants for micro-businesses negatively impacted by the pandemic. Basic definition of MBs: five or less employees; \$50,000 annual income per federal fiscal year. Mr. Earl mentioned the focus on grants for street vendors. Click [HERE](#) for further details on this grant program.
6. Mr. Earl announced newly hired staff: Bob Adams, former DSBL with District 10, who will be focused on northern California; and Jermaine Carter-Gibson, focused on southern California.
7. Mr. DeLuz stated he is excited about partnering with OSBA.

### **H. High Speed Rail (HSR) Update** – Catrina Blair; the HSR report will be sent to Council members after the meeting.

1. Current construction packages covering work for several years to be released soon; with this will come large procurement contracts.
2. RFQ for a Program Delivery Support contract to provide professional services to HSR for support and technical expertise related to deliver of the HSR program – RFQ released 2/18/22; SOQ due 5/17/22. Questions to be sent to OCR for distribution to members.



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3. Environmental approvals received for four design-build contracts in the Central Valley; construction updates and road closure alerts are posted on [BuildHSR.comExternal Link](#). [Refer to the HSR update report emailed to Council members on 3/30/22 for more details about the Design-Build Construction Packages.]
4. Meet the Primes event, 3/30/22; partner for this is the California Rail Builders; the event will be conducted virtually.
5. How to do business with LA Metro event, 4/12/22; to be conducted virtually.
6. Caltrans DBE Workshop - May or June this year at the District 4 Office; this might be a hybrid event.
7. Bidder's conference is being planned for April or May; more details during the next SBC meeting.

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

1. Mr. Patten noted the meeting was very productive.
2. DPAC provided good information and will be a regular attendee at the Commodities Committee meetings to provide updates on purchasing procedures.
3. Progress made on the committee's goals and objectives.
4. DSBLs from the 12 Caltrans districts were requested to ascertain what is purchased per district. The liaisons were very helpful in clarifying procedures and what is being spent through purchase orders and CalCard purchase orders.
5. Procurement fairs – Determining what can be sold to Caltrans; considering a brochure identifying the items purchase most often. Will be inviting vendors who provide items that cannot be bought through CalPIA. A Statement of Qualifications (SOQ) is needed from purchasers to help develop relationships.
6. Identifying larger prime(s) that have achieved DBE goals successfully – Will be inviting those companies to share how they were successful in reaching goal and how they selected subs to achieve DBE and SB goals.
7. Council Member Lee Cunningham remarked the Caltrans staff who attended the meeting were very helpful and well organized.

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

1. Education – The information from Caltrans is not utilized much by smaller companies because they don't typically refer to the Caltrans website; need to find a better way for companies to access information about:
  - a. Caltrans resources available.
  - b. Workforce training focused on smaller contractors – Step-by-step procedures; Mr. Varma's organization, NAMC, has a curriculum that the committee may consider.
  - c. Payment issues.
2. Teaming agreement and partnering agreement
  - a. Sanjay Singh will be discussing this with Caltrans Legal Division.
  - b. District 11 staff, Maria Ibarra and Margie Perez, are organizing a virtual Meet the Primes event in May – These types of events promote relationship-building and are opportunities for primes to learn a sub's capacity to do the work. Participants will be able to meet with key individuals who make the decisions on who will do the work.

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c. Mr. Varma is looking forward to planning the next event.

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

1. New committee members will be taking on tasks related to the committee's goals and objectives.
2. Goal 1 is on pause – The committee is waiting for B2GNow to go online and will work on forms standardization as necessary.
3. Goal 2 in regard to A&E contracts, the committee is working on getting SB acquisition mentioned by DGS. There will be a separate meeting to develop tasks regarding A&E and SB participation; this will benefit both Caltrans and the SB community.
4. Engaging primes – Council Member Annie Aguilar is leading the work on this; she will be meeting with Ms. Lopez-Hardie to discuss adapting the SANDAG model and other related matters.
5. Unbundling contracts – Focusing on SB acquisition.
6. Hau Doan, Local Assistance, provided a report to the committee; Council Member Karen Nelson will be working with Hau Doan to further explore Local Assistance involvement with SBs.
7. Most qualified vs best qualified – Council Member Fred Jordan continues to work on this; no report at this time; he hopes to change policy.
8. Safe Harbor Rates Task Force – Recently developed the task force in light of the current rate expiring in 3 years.

### **L. African American DBE Participation Ad Hoc Committee – Council Member (Alternate) Will McClure for Jay King, Chair**

1. Mr. McClure noted this was a good meeting with constructive discussion.
2. Breaking smaller contracts below \$330,000 – The clients typically served make \$30,000 to \$100,000 annually, with many doing business as a second job.
3. Availability vs utilization – Targeted outreach is needed; there are merits to participating in the emergency work registry (Contractor Interest Registry) whether a company is a SB or DBE, as it is a way to build capacity.
4. The committee would like copies of the Uniform Report to review the utilization numbers being reported.
5. Mr. Jordan asked about having Supportive Services contractors in northern and central California as he would like to see their focus include African American participation – Mr. DeLuz noted OCR currently is managing three contracts for northern, central, and southern California; two consultants have been engaged to manage these contracts. Provision of services will be delivered to beginner, median, and advanced level capacity businesses. The range will cover new, emerging, and experienced (but not as successful) companies to companies that have experience but need to expand their capacity. The consultants will determine what services will be needed; understanding what those needs are will have the most impact.
6. Mr. Jordan commented existing firms need to work; he felt having one consultant to cover northern and central California is a large area to cover.
7. Mr. DeLuz noted Mr. King and Mr. McClure understand that analysis shows African American firms make up 25% of firms in the database, however, most of these companies are sole proprietors with low annual receipts. Capacity drives the expected dollar amount they would receive. Focusing on growth and capacity is very good. With other groups, annual receipts are a

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little larger, but most are under the Micro-Business level of \$5 million. There is a lot of room for growth and expansion, which is important to realize. The other concern is having enough firms for the work coming.

8. Mr. McClure stated the foundational elements are critical. The registry says willing, able, and ready to work; it applies to all businesses, not just DBEs; companies must look at the NAICS and Work Codes specified for the job.
9. Mr. DeLuz – The point is to come up with different strategies for different firms in different stages of development; it is not a one size fits all approach. A firm could come in doing \$1 million but could build the capacity to be doing five times that amount.

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

1. This report was supposed to have been the committee's sunset, however, the pilot has not yet been awarded.
2. Dr. Ajiake acknowledged District 10's partnership throughout this process.
3. Bill Lavelle, District 10, added the winning bid is with DPAC in the peer review stage; an announcement will be made in two more weeks. Once awarded, the work group will conduct a post-bid evaluation by all participants.
4. Dr. Ajiake reminded everyone the work group was put in place to identify systemic and other challenges associated with SB1 funding.
5. Mr. DeLuz thanked District 10 and the work group team members.

### **N. Contractor Registry (formerly known as the Prequalification Program) update – Mr. DeLuz did not have anything to report; more to share during the May SBC meeting.**

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

1. The committee will be meeting again on 4/6/22 – This will be an opportunity to collaborate on what is and isn't working, develop an agenda, and give members time to discuss strategies to help enhance what Caltrans is doing. Other topics to be included:
  - a. Legislative issues, policies, what can be improved.
  - b. CMGC and Design-Build – Primes that are doing the heavy civil work; very few people of color are involved with this type of work; many opportunities for sub-contracting.
2. Regarding the rise in prices businesses everywhere are experiencing – Mr. Prizmich, DPAC, requested members to refrain from reaching out to CMs and REs at this time; Construction is saying this may require legislation.

### **P. Council Discussion – Topic section for 2022**

1. Ms. Aguilar – Look at partnering. Council Member Karen Nelson agreed.
2. Ms. Cunningham – This represents what is gut level and crucial.
3. Mr. DeLuz – Angel Pyle might be asked to assist with covering questions on SB1 related Caltrans projects. Mr. Keck agreed that would be a good idea.
4. Ms. Cunningham – Re: SBs, she will put together a short presentation on what perception, reality, and process are, which could enhance the relationship between Caltrans and SBs.

## Caltrans Statewide Small Business Council – Meeting Record

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5. By consensus, the members agreed to merge two topics – those mentioning relationship building and partnering/teaming – together to form the first topic to be covered by the Council. Further wordsmithing will be done by the SBC Executive Committee.
6. Mr. Jordan pointed out the third topic focused on opportunities for contracting through the IIJA funding is timely.
7. Mr. Keck added Congress appropriated the funds for IIJA last week; funding should start flowing very quickly. This represents 5 years of funding; Caltrans is preparing for the long term. More details will be available soon on opportunities related to these funds.
8. Although it did not rise to top ranking, the subject of CUF is important; the link to CUF information at the state level through DGS will be sent to members after the meeting.

### Other Discussion:

1. Mr. Patten raised the matter of a letter received by his organization regarding egregious discrimination against African Americans in contracting.
2. Mr. DeLuz responded Caltrans has taken appropriate steps; the contents of the letter constitute a Title VI complaint which OCR cannot investigate on its own; OCR will follow through with supporting any effort FHWA decides to take regarding this complaint. If there is a finding of egregious discrimination, some opportunities would open up. Mr. DeLuz is willing to work with any group to understand this matter from all perspectives.
3. Council Member (Alternate) Rebecca Llewellyn asked if women are represented in this letter – Ms. Cunningham responded the letter went out to everyone.
4. Mr. Jordan asked who sent the letter – Mr. DeLuz answered OCR received a series of letters from Drexell Johnson, Young Black Contractors Association.
5. Mr. DeLuz – As we move forward, OCR will share what it can as it becomes available; this matter is being taken seriously.

**Q. New Business** - Carole Ching reviewed the new Action Items from this meeting. Regarding in-person meetings: OCR must adhere to state policy; at this time, it cannot be confirmed when the Council will be able to meet physically; if possible, July or September. No other new business was brought forth by the members.

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

1. Ali Altaha – Regarding the letter from Mr. Johnson: racism must be addressed across the board. The issue is with individuals who select companies to work on projects, CUF abuse, and fraud. This takes legitimate work away from legitimate companies.
2. Eddie Dillard echoes what was stated by Mr. Altaha; he intends to discuss further with Mr. DeLuz offline.

### **S. Closing Remarks** – Chair DeLuz

1. Mr. DeLuz expressed appreciation for the constructive, solution-oriented discussion.
2. He also stated his appreciation for all that is brought to the meeting by Council Members and meeting attendees.

**Meeting Adjourned at 12:19 p.m.**

**Next Meeting: May 19 and 20, 2022;** more information will be shared in April/May.

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

- Meeting agenda.
- Draft of meeting record for January 28, 2022.
- 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. Bley, Ruth, Women Construction Owners and Executives, USA
4. Can, Tao, Alternate, Asian American Architects and Engineers, Southern California
5. Canete, Julian, California Hispanic Chambers of Commerce
6. Carroll, Derek, Elite Service Disabled Veteran Owned Business Network (SDVOB)
7. Chaudhary, Arvin, American Council of Engineering Companies, California
8. Chen, Lynn, California Chinese American Construction Professionals Association
9. Cunningham, Lee, Women Construction Owners and Executives, California Chapter
10. Garza, Danny, Alternate, La Raza Roundtable de California
11. Guerrero, Paul, La Raza Roundtable de California
12. Hernandez, Richard, San Bernardino Chamber of Commerce
13. Hou, Johnathan, Asian Business Community Development
14. Hunsaker, Debbie, Fresno Chamber of Commerce
15. Johnson, Bernard, Alternate, California African American Chamber of Commerce
16. Jordan, Frederick, San Francisco Black Chamber of Commerce
17. King, Jay, California Black Chamber of Commerce
18. Lau, Eddy, Asian American Architects and Engineers, San Francisco Chapter
19. Leung, Albert, Asian American Architects and Engineers, Southern California
20. Llewellyn, Rebecca, Alternate, Women Construction Owners and Executives, USA
21. McClure, Will, Alternate, California Black Chamber of Commerce

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22. Nelson, Karen, California Asian Chamber of Commerce
23. Patten, Jr., Ezekiel, Black Business Association, Los Angeles
24. Varma, Pete, National Association of Minority Contractors, Northern California
25. Vela, Lisa Sunday, San Joaquin County Hispanic Chamber of Commerce
26. Wallace, Rich, Southern California Black Chamber of Commerce

### Caltrans Staff

1. Keck, Steven, Acting Director
2. DeLuz, David, Deputy Director, Office of Civil Rights
3. Acero, Gabriel, District 11
4. Aguirre, Alex, District 11
5. Azima, Cindy, District 9
6. Blount, Denella, District 11
7. Bolger, Julia, Caltrans
8. Bragado, Edwin, OCR
9. Buniak, Michael, OCR
10. Ching, Carole, OCR
11. Collins, Glenda, OCR
12. Copeland, Aisha, OCR
13. Dallarda, Gustavo, District 11
14. Doan, Hau, Local Assistance
15. Doyle, Chloe, District 6
16. Fong, Amy, Construction
17. Fonseca, Olivia, OCR
18. Gongora, Michelle, District 11
19. Greutert, Tim, Construction
20. Ibarra, Maria, District 11
21. Isaac, Holly, District 11
22. Kelley, Velassata, Executive Office
23. Lavelle, Bill, District 10
24. Long, Wenyi, Local Assistance
25. Lopez-Hardie, Michelle, OCR
26. Morgan, Aaron, District 1
27. Nelson, Deborah, Caltrans
28. Nobles, Ayanna, District 4
29. Perez, Margie, District 11
30. Prizmich, David, DPAC
31. Raptis, Maria, District 7
32. Rizzutto, J. Shawn, District 11
33. Rollins, Marjani, OCR
34. Samuelson, Mark, Local Assistance
35. Scott, Micah, Caltrans
36. Silva, Tricia, District 2
37. Singh, Sanjay, OCR
38. Stamm, Taelor, OCR
39. Surfes, Adriana, Clean CA
40. Suyat, Christian, OCR
41. Tarver, Daron, OCR
42. Tavares, Tony, District 7
43. Townsend, Everett, District 11
44. Tritt, Ray, Construction
45. Tuttle, Norman, OCR
46. Valley, Chardena, OCR
47. Vargas, Mirley, District 12
48. Vinson, Edwin, OCR
49. Williams, Curtis, OCR



## Caltrans Statewide Small Business Council – Meeting Record

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

50. Wooster, Larry, OCR

### Guests

1. Altaha, Ali
2. Blair, Catrina, High Speed Rail (HSR)
3. Bird, Yvette, MWS
4. Caliendo, Michael, FHWA
5. Dillard, Eddie, NAACP Oakland
6. Earl, Chris, GO-Biz Office of Small Business Advocate
7. Gutierrez, Cecilia
8. Lelo-Butcher, Raewyn, Ghirardelli Associates
9. Jackson, Danetta, DGS
10. Mistler, Ashley, HSR
11. Nazy, Nuha, RightSource Services
12. Rogowska, Emilia, RightSource Services
13. Shevlin, Jessica, Sacramento Regional Transit District
14. Swanson, Demeshia, DGS
15. Williams-Slaughter, Dr. Maria, MWS