



## CALTRANS STATEWIDE SMALL BUSINESS COUNCIL MEETING

Friday, November 18, 2022 - 8:30 a.m. – 12:00 p.m.

**PARTICIPANTS:** David DeLuz, Council Chair; Tony Tavares, Director;  
Caltrans District Directors; Statewide Small Business Council Members;  
Caltrans Staff & Guests

This meeting is hybrid, conducted in person and online.

Item	Time	Topic and Presenter(s)	Purpose and Process
1.	8:30	<b>Welcome and Council Member Roll Call</b> – David DeLuz, Chair	Call to order; roll call.
2.	8:45	<b>Agenda Review, Action Items, and Meeting Record Approval</b> – Chair DeLuz <ul style="list-style-type: none"> <li>• Opening remarks/announcements</li> <li>• Review the agenda and current Action Items</li> <li>• Approval – September 16, 2022 Meeting Record</li> </ul>	Set the direction for the meeting and approve the minutes from the previous meeting.
3.	8:55	<b>Highlights from the Director's Office</b> – Tony Tavares, Director	Provide a Caltrans-wide perspective.
4.	9:15	<b>Broadband Middle-Mile Initiative Update</b> – Janice Benton and the Middle-Mile Broadband Initiative Team	Provide a brief update on the number of contracts awarded and status of establishing goals.
5.	9:35	<b>FHWA Update</b> – Vincent Mammano	Provide timely information from our Federal partner.
6.	9:42	<b>OCR Reports</b> – Michelle Lopez-Hardie; Aisha Copeland <ul style="list-style-type: none"> <li>• State reports</li> <li>• Federal and other reports</li> </ul>	Provide highlights and clarification of OCR's quarterly reports.
7.	10:02	<b>District SB Update – Highlighting the North Region Districts, Districts 1, 2, and 3</b>	Provide an update on the work of the North Region (NR) District Small Business Liaisons.
8.	10:10	<b>Caltrans State Partner Reports</b> [7 minutes each report] <ul style="list-style-type: none"> <li>• <b>DGS</b> – Angela Shell</li> <li>• <b>GO-Biz</b> – Tara Lynn Gray</li> </ul>	Provide timely reports from our State partners.
9.	10:25	<b>BREAK – 5 minutes</b>	Meeting will resume; do not "leave meeting".
10.	10:30	<b>Committee Reports</b> [7 minutes per report] <ol style="list-style-type: none"> <li>a) Commodities – Zeke Patten, Chair</li> <li>b) Construction – Debbie Hunsaker, Chair</li> <li>c) Local Assistance/Professional Services – Albert Leung, Chair</li> </ol>	Provide each committee's update of their 2022 goals and objectives.
11.	10:51	<b>African American DBE Participation Ad Hoc Committee</b> – Jay King, Chair	Provide a progress report on this committee's work.
12.	11:00	<b>Presentation. How OE Sets Goals</b> – Don Ward, Office of Civil Rights, Engineer Support Branch	Provide clarification on the OE goal setting process.
13.	11:15	<b>2022 SBC Topic #1:</b> Improving and increasing relationship building through partnership and teaming strategies between SB/DBE/DVBE sub-contractors, primes, and Caltrans Districts – Large group discussion regarding <b>Caltrans Partnering Program</b> , Division of Construction; Mrudang Shah, HQ Partnering Program Manager, to provide overview of the program.	Continue discussion of this topic; further clarification on Caltrans Partnering Program.

14.	11:40	<b>New Business</b> – Chair DeLuz	Action Item recap and new matters brought for consideration.
15.	11:45	<b>Public Comment</b> - Chair DeLuz Limited to 2 minutes per comment.	Opportunity for the public to comment.
16.	11:53	<b>Closing Remarks</b> – Chair DeLuz <b>NEXT MEETING: January 26 and 27, 2023</b> <i>January 2023 meeting will be a hybrid meeting – in person at the District 11 Office, San Diego, and via WebEx.</i>	Confirmation to hold a hybrid meeting in January to be determined by 12/1/2022; all members will be notified at that time.
17.	12:00	<b>Adjourn</b>	

This meeting will be in person and via WebEx; please contact Carole Ching at [carole.ching@dot.ca.gov](mailto:carole.ching@dot.ca.gov) for meeting invitations.