

Special Note: The following is a summary of the Minutes taken from the Business Development Advisory Council meeting held on August 7, 2013, and does not necessarily provide a detailed verbatim transcription of the Minutes.

## **MINUTES**

### **BUSINESS DEVELOPMENT ADVISORY COUNCIL WEDNESDAY, AUGUST 7, 2013 9:00 A.M.**

**CLARK COUNTY GOVERNMENT CENTER  
500 S. GRAND CENTRAL PKWY  
4<sup>TH</sup> FLOOR, GOLD ROOM  
LAS VEGAS, NEVADA 89155**

#### **Members Present:**

Dianne Fontes, Nevada Minority Supplier Development Council- Chair  
Jane Lee, Jadon Foods- Vice Chair  
Charles Ware, Professional Fitness Institute  
Jill Rowland-Lagan, Boulder City Chamber of Commerce  
Marla Turner, The Blue Nevadan  
Miranda Richardson, Link Consulting

#### **Members Absent**

Ernest Fountain, Black Business Council  
Leonard Hamilton, M.B.D.A. Business Center

#### **Clark County Staff**

Adleen Stidhum, Clark County Purchasing and Contracts  
Diana Escobar, Clark County Purchasing/Business Development  
Shane Clement, Clark County Water Reclamation District

#### **Legal Counsel:**

Mark Wood, Clark County District Attorney's Office

#### **Guests:**

Amy Shaw, McCarran International Airport  
Andrea Vigil, Akers & Associates, Inc.  
Assemblywoman Dina Neal, Legislature  
Christine Footit, Internal Revenue Service  
Christine, Arsilica Inc.  
George Maska, Arsilica Inc.  
Lyndee Cichon, Director of the Procurement Outreach Program  
Melyssa Salazar, Akers & Associates, Inc.  
Ronen Rahanen, Whoa Foods

**I. CALL TO ORDER**

**Dianne Fontes**, called the meeting to order on Wednesday, August 7, 2013, at 9:08 a.m.

**II. OPENING CEREMONIES**

Silent invocation was conducted followed by the Pledge of Allegiance.

**III. CERTIFICATION OF COMPLIANCE WITH THE NEVADA OPEN MEETING LAW**

It was announced that the meeting was being held in compliance with the Nevada Open Meeting Law. The meeting was properly posted at the appropriate locations as listed at the bottom of the agenda.

**IV. PUBLIC COMMENTS:**

There were no public comments.

**V. INTRODUCTION:**

The members and guest introduced themselves.

**VI. NEW BUSINESS:**

**A. Approval of the June 12, 2013 Minutes**

The Minutes were unanimously approved.

**B. Guest speaker Assemblywoman Dina Neal gave an update on the Legislature**

**Assemblywoman Dina Neal** spoke about a series of bills that had made it through the 2013 Legislative session. Assemblywoman Neal stated that one of the bills brought by Assemblywoman Bustamante-Adams was AB 294 which she managed to move the \$25,000 dollar threshold to \$50,000 dollars for formal contracts. Assemblywoman Neal said that AB 263 deals with NRS 408-367 and it now allows businesses use their own experience and not just the NDOT experience on transportation contracts. AB 281 is a significant bill for the reporting that RBDAC submits to the Legislative Commission because RBDAC reports the Human Resources employment and this bill requires the race, ethnicity and gender of all people employed. Assemblywoman Neal mentioned that although AB 169 did not pass through legislation, the idea was to limit sole sourcing of contracts

**C. Receive a presentation from Lyndee Cichon, Director of the Procurement Outreach Program**

**Lyndee Cichon** stated that she works for the Governor's Office of Economic Development and she is with a team of procurement specialists who are counselors to businesses to assist them with federal, state and local government contracting. They have offices in Las Vegas, Carson City and Fallon; however, they are part of a national network. **Lyndee** said they have a software program where they set up a profile for the businesses where they identify codes or keywords of the services the businesses provide. **Lyndee** mentioned that they also partnered with SBA to put on government contracting workshops which they do once a month in both Reno and Las Vegas and they invite speakers from government agencies to talk about their process, what they expect from the vendor or supplier and their contracting opportunities

available. The workshops are held in the Clark County Government Center, on the 1<sup>st</sup> floor, in the Pueblo Room on the 4<sup>th</sup> Friday of every month. **Lyndee** said that on a quarterly basis they report the number of businesses that have been successful in getting government contracts to the Governor's Office of Economic Development Board.

## **VII. OLD BUSINESS:**

### **A. Approval of the updated BDAC By-Laws**

The following were the Council's recommended changes to the By-Laws:

- On Article 1-Duties and Responsibilities, under subsection 5, where it says "provide a formal annual report," delete the word formal. It shall then read "provide an annual report." Also, the last sentence of Article 1, subsection 5 will read "such report may be in person."
- On Article 2, subsection 2, delete "The Council shall include up to 9 members." It will then read "There shall be a Chair and Vice Chair of the Council." Subsection 3, is to be moved to the introduction of Article 2. The subsections numbers changed and now subsection 4 become subsection 3, which shall read "A member can be removed at will from the Council by the Board of County Commissioners, at the member's request or recommendation by the Council."
- On Article 4-Officers, subsection 3, which talks about the vacancies- add to the last sentence "for the remainder of the term."

The By-Laws were approved as amended.

### **B. Receive a report from the following Subcommittees:**

- **Legislature-** **Marla Turner** reported that the things that were of most interest to her were the construction defect and the state-owned bank. The construction defect is one of the first bills expected to go back through the 2015 Legislation.
- **Marketing and Public Relations-** **Marla** reported that the subcommittee met last month and discussed that they were not creating a brochure because the information regarding BDAC is posted on the Clark County's website. However, they will continue with the creation of the newsletter by email. **Marla** mentioned that they looked at Mail Chimp which is free, but it is limited 1,000 email addresses and up to 12,000 emails sent out per month. **Marla** said that the Council did not finish their discussion on working in the newsletter. **Marla** mentioned that **Charles** is working on the forms library and he was going to make sure that **Adleen** and **Mark** have access to the forms the Council is using.

**Dianne** stated that **Adleen** was going to gather information regarding the parameters and legalities for posting the newsletter in the County's website. **Adleen** said she met with the County's webmaster and said that there are email programs all ready set within the County's system. In the newsletter they can add links that will link users to the members' organizations. **Adleen** mentioned that all BDAC information will be sent to the webmaster and they will upload it in the leers system within the County. **Adleen** suggested scheduling a subcommittee meeting to allow Tanya Flanagan give a show and tell presentation on the capabilities in the County system to post the BDAC newsletter.

- **Advocacy** – The advocacy report will be provided at the October meeting.
- **Speaker Bureau- Jane** invited Ronen from Whoa Foods and Christine and George from Arsilica Inc. to talk about their businesses.

**Ronen** stated that Whoa Foods is women-owned business owned by Suni Chabrow-Erlanger. Ronen said that Suni did not have any business experience but she partnered with Julie Littman. **Ronen** said that the business specialists in toffee and they were able to cook some for the mini bars of The Mirage. He mentioned that Suni has been able to fund the Douglas J. Green Memorial Foundation with the proceeds they receive from the sales of Whoa's toffee. Also, Whoa Foods sell through farmers markets. They also send boxes filled with munchies that people donate to the military. Ronen said a challenge they face is that when The Mirage placed the order of toffee to go into their mini bars, it will take 60 days for Whoa Foods to get paid.

**Christine** from Arsilica Inc. stated the product they sell is designed to change how the world drinks and their mission is to become the supplier of functional glass within the next 5 years. She said that the business is 67 percent women-owned. **Christine** mentioned that they sell more glassware to other states and internationally than in her own food and beverage town. **Christine** and her business partner **George** made a demonstration with their sprit glass which allows people to enjoy a premium distilled spirit.

#### **C. Review the Clark County Purchasing Statistics**

The members received and reviewed the purchasing stats. There was no further discussion on the stats.

#### **D. Future Meeting Dates**

The BDAC meeting scheduled for 2013-2014 had been set and the members agreed on it.

### **VIII. PUBLIC COMMENTS**

**Adleen** said announced that the Business Opportunity and Workforce Development (BOWD) program kicked-off on July 30, 2013. Adleen reminded the Council to recommend 5 suppliers to participate. It is a four (4) month program and they only allow two (2) absences unless the participant make-up for the classes missed.

**Lyndee** mentioned that AB 294 is the creation of a new emerging small business program. She mentioned that they plan to have a public workshop on October and a public hearing on November because their goal is to get the program implemented by January 2014.

**Dianne** announced that on August 24, 2013, the Nevada Minority Supplier Development Council is hosting their inaugural Summer White Party, at the Venetian Hotel. She said they are honoring government officials who support minority business development. Dianne encouraged the Council to attend the event.

**Amy Shaw** said that McCarran International Airport is planning an outreach event on October 4, 2013. They will launch their Small Business Enterprise program (SBE) as part of the DBE program. Amy mentioned that they want to bring in organizations that can provide information to help small businesses.

**Jane** announced that on September 12, 2013, RBDAC is sponsoring Committed to our Community at the Las Vegas Convention Center. It is from 10:00 a.m. to 3:00 p.m. **Jane** mentioned that BDAC will have a booth. The event will consist of workshops on public and private procurement, social media and access to capital. She encouraged the Council to attend.

**Lyndee** said that on August 28, 2013, is the Governor's Conference in Reno.

**IX. NEXT MEETING: Wednesday, October 9, 2013, 9:00 a.m., 4<sup>th</sup> Floor, Gold Room, Clark County Government Center, 500 S. Grand Central Parkway., Las Vegas, NV 89155.**

**X. ADJOURNMENT**

The meeting was adjourned.