

Special Note: The following are minutes that summarize the Business Development Advisory Council meeting held on August 12, 2015, and not a transcript of the meeting.

MINUTES

**BUSINESS DEVELOPMENT ADVISORY COUNCIL
WEDNESDAY, AUGUST 12, 2015
9:00 A.M.**

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

Members Present:

Jane Lee, Jadon Foods - Chair
Jill Klies, J & M Shooting Solutions
Leonard Hamilton, Business Consultant
Marcus Offutt, Business Growth & Development Services
Vershaun Ragland, M.B.D.A. Business Center of Las Vegas

Members Absent

Amy Shaw, McCarran International Airport (Excused Absence)
Miranda Richardson, IA3 (Excused Absence)

Clark County Staff

Shane Clement, Clark County Water Reclamation District

Legal Counsel:

Catherine Jorgenson, Clark County District Attorney's Office

Guests:

Anna Siefert, WBEC-West/National Commission on Minority Affairs
Laura Jane Spina, RAFI Architecture & Design
Lyndee Cichon, Governor's Office of Economic Development/ Nevada PTAC
Marvel Tulghman, Sun Property Management

I. Call to Order

Jane Lee called the meeting to order on Wednesday, August 12, 2015, at 9:13 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. Introductions

The members and guests introduced themselves.

V. Public comments

There were no public comments.

VI. Approval of Minutes

The minutes of the meeting held on June 10, 2015 were unanimously approved.

VII. Review the previous Purchasing statistics

Jane stated that businesses can register in the Nevada Government e-Marketplace (NGEM) bidding system. The implementation of this bidding system will help BDAC know if the businesses are bidding to do business Clark County and other government entities.

The members will discuss in depth the Purchasing statistics at the next BDAC meeting.

VIII. Subcommittee reports

- **Legislative** – At the last BDAC meeting, Leonard provided a list of the bills that passed in the legislature. He will provide the list of legislation that was signed by the Governor at the next meeting on October 14, 2015.
- **Marketing and Public Relations** – Jane reported that the newsletter launched. She asked the Council to email Miranda Richardson if they become aware of events or workshops happening in the community.
- **Advocacy** – Vershaun provided a written report. She attended a workshop with the Small Business Administration and met with 25 individuals where she spoke about BDAC and the Business Opportunity Workforce Development (BOWD) Program. Vershaun hosted an annual meeting for the Minority Business Development Agency at New Orleans and the Board expressed interest in the BDAC.

- **Speaker Bureau** – Marcus invited Marvel Tulghman to speak to the Council about the importance of business insurance.

Marvel is a commercial property manager at Sun Property Management and has been in the commercial field for 20 years. She deals with the day-to-day operations of a business, which includes fire services, landscape and other needs for a business building. If a business owner desires to expand, Marvel stated that they need to have proper commercial liability insurance, workers compensation and business auto insurance. A bond will not cover them in an accident. Marvel attends many networking events to speak to the businesses and provides direction so they can get the proper insurance and expand their business.

Anna Siefert is the chairperson for the Nevada Commission on Minority Affairs. The Commission is appointed by the Nevada Legislature. Their primary focus is to be an advocate, the voice and the support for the minority community in these 4 areas:

- Economic Development
- Health Care
- Education
- Housing

Jane invited the BDAC members to attend the Commission meetings. Their next meeting is on Monday, August 17, 2015, at 9:30 a.m. at the Grant Sawyer building, in the conference room of the Office of Business and Industry.

IX. Informational Items

a. Announcements

Jane announced that on September 10, 2015, RBDAC is having their annual Committed To Our Business Community (CTOBC) event at the Las Vegas Convention Center, from 8:30 a.m. to 1:00 p.m. This is a free event for the exhibitors and suppliers. There are about 112 exhibitors.

Marcus announced that SCORE hosts webinars every week. Marcus mentioned he attended a webinar titled: *Ask the Lawyer*. SCORE has different webinars and workshops available to business owners every week.

b. Emerging issues to be addressed at a future meeting

The following are the emerging issues to be addressed at the meeting scheduled on October 14, 2015:

- Purchasing Statistics
- Receive an update on the BDAC applications and find out if the applications re-open for additional members to fill any vacancies
- Appoint a new chairperson to serve on the Marketing and Public Relations subcommittee and modify each subcommittee

- Discuss McCarran's disparity study and look for ways the Council can give active participation and assistance.

X. Public Comments

Lyndee Cichon stated that the Nevada Procurement Technical Assistance Center (PTAC) continues with their free monthly workshops on Government Contracts and their free monthly webinar on government contracting. Lyndee said that for the month of August, the speaker is Anita Ross who is the manager at National Security Technology. On September 17, 2015 from 1:00-3:00, they will have speakers from the Nevada System of Higher Education.

- XI. Next Meeting** – Wednesday, October 14, 2015, 9:00 a.m.
4th Floor, Gold Room at the Clark County Government Center

XII. Adjournment

The meeting adjourned at 10:07 a.m.