

Special Note: The following is a summary of the Minutes taken from the Business Development Advisory Council meeting held on February 14, 2013, and does not necessarily provide a detailed verbatim transcription of the Minutes.

## **MINUTES**

**BUSINESS DEVELOPMENT ADVISORY COUNCIL  
THURSDAY, FEBRUARY 14, 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:**

Ernest Fountain, Black Business Council  
Jill Rowland-Lagan, Boulder City Chamber of Commerce  
Scott Muelrath, Henderson Chamber of Commerce  
Jane Lee, Jadon Foods  
Miranda Richardson, Link Consulting  
Leonard Hamilton, M.B.D.A. Business Center  
Dianne Fontes, Nevada Minority Supplier Development Council  
Charles Ware, Professional Fitness Institute  
Marla Turner, The Blue Nevadan

### **Clark County Staff**

Adleen Stidhum, Clark County Purchasing and Contracts  
Diana Escobar, Clark County Purchasing/Business Development  
Trudy Harper, Clark County Purchasing and Contracts

### **Legal Counsel:**

Mark Wood, Clark County District Attorney's Office

### **Guests:**

Christine Footit, Internal Revenue Service

**I. CALL TO ORDER**

**Adleen Stidhum**, called the meeting to order on Thursday, February 14, 2013.

**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:**

**Adleen Stidhum**, welcome the new members of the Business Development Advisory Council (BDAC). She mentioned that she is not a member of the council; however, as the Acting Purchasing Administrator of Clark County Purchasing and Contracts, she will be present at most of the BDAC meetings to answer any questions the Council may have.

**Adleen** gave a brief overview about BDAC. She said that the Council has been in existence since 1996 and it is being commissioned by the Board of County Commissioners. The intent of the Council is to advise Clark County and make sure we are not out of compliance with any laws, policies and procedures within Clark County or the State of Nevada when it comes to small, minority, women-owned and disadvantaged businesses.

**V. INTRODUCTION:**

The members introduced themselves.

**VI. 2013-2014 MEETING SCHEDULE**

**Dianne** thinks that the meeting should be scheduled for Wednesday's instead of Thursday's because it works best with the member's participation. **Adleen** also agrees with the meeting begin on Wednesday's because it does not interfere with the Council's luncheon and other activities so the members can participate.

**Ernest** asked if the Council is determined to meet six times during each year. **Adleen** said the Council moved to quarterly meetings by ordinance. **Dianne** mentioned that the Council is also allowed to have subcommittee meetings as long as they are posted under the Nevada Open Meeting Law.

The members unanimously approved to have the BDAC meetings on Wednesday's at 9:00 a.m.

**VII. RECOMMEND NAMES for CHAIR and VICE CHAIR to go before the BOARD OF COUNTY COMMISSIONERS:**

**Ernest Fountain** nominated **Dianne Fontes** to become Chair of BDAC. He thinks **Dianne** has extensive knowledge and experience in understanding the history, function and purpose of the Council. The members were in favor of having **Dianne** serve as the Chair for the 2013-2014 BDAC terms.

**Marla Turner** nominated **Jane Lee** for the Vice Chair position and all of the members where in favor of having **Jane Lee** as the Vice Chair for the 2013-2014 BDAC terms.

**Adleen** stated that the recommended names for the Chairperson and Vice Chairperson where going to be taken before the Board of County Commissioners for final approval on Tuesday, February 19, 2013.

**VIII. DISCUSS ALTERNATES:**

**Adleen** stated that part of the ordinance is to have alternates in the event that one of appointed member was not able to attend the meeting. However, it is the selected member's responsibility to be the most present while bringing your alternate with you to really learn what's going on.

**Mark Wood** mentioned that it is up to the member's discretion if they want to have an alternate. If they do, those names can be forwarded to the Board of County Commissioners.

**Dianne Fontes** stated that it is important that the alternate has the knowledge of what is going on with the Council. **Ernest** thinks it is important for everyone to have alternates. He said that **Leonard Hamilton** was his alternate and he became knowledgeable from his participation. **Ernest** mentioned he wants somebody that is trained in his organization and is competent enough to follow his foot steps.

**Adleen** mentioned that on March 6, 2013, the intent is to introduce the public hearing to make more changes to the ordinance regarding alternates; it is the Council choice to leave at it reads or changed it.

**Scott Muelrath** does not see the need of the alternate and that any one could come and sit here and gather the information that is discussed. **Adleen** mentioned that the Council is made up of 9 members, but to have a quorum they need 5.

**Leonard** thinks it is important that the alternate be present at every meeting. The alternate should know the position of the elected member so that they can vote.

**Adleen** requested that Council submit the names of their alternates on or before February 28, 2013.

**IX. PUBLIC COMMENTS:**

**Leonard** and **Ernest** announced that Black Business Council Expo on March 6th through the 8<sup>th</sup>, 2013, at the Plaza Hotel. The highlight of the event is the High Speed Rail. **Ernest** said they are participating in both the engineering and architectural and it is going to be with minority and women-owned participation. He encouraged the council to get their members to participate.

**Christine Footit**, from the Internal Revenue Services (IRS), mentioned that they have a group in Nevada called the Southern Nevada Business Resource Network which is made up of local, state, federal, government agencies and small business organizations. On February 27, 2013, they are hosting a Rapid Resources event at Vegas PBS, from 3:00 to 6:00 p.m. There will be four workshops on that include marketing, business panel, business license and business record keeping.

**Dianne** announced Nevada Minority Supplier Development Council's 18<sup>th</sup> Annual Excellence Award on May 18, 2013. She mentioned it is an event where they recognize and honor minority businesses and major corporations that excel in programs, products and services. She invited the Council to attend.

**X. NEXT MEETING DATE: Wednesday, April 10, 2013, 9:00 a.m., 4<sup>th</sup> floor, Gold Room, Clark County Government Center, 500 S. Grand Central Pkwy., Las Vegas, NV 89155.**

**XI. ADJOURNMENT:** Meeting was adjourned.