

Special Note: The following is a summary of the Minutes taken from the Business Development Advisory Council meeting held on June 8, 2011, and does not necessarily provide a detailed verbatim transcription of the Minutes.

## **MINUTES**

**BUSINESS DEVELOPMENT ADVISORY COUNCIL  
WEDNESDAY, JUNE 8, 2011  
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, Chair, Nevada Minority Supplier Development Council  
Leonard Hamilton, Black Business Council (Alternate)  
Maria White, N.A.W.B.O (Alternate)  
Jackie Ingram, Urban Chamber of Commerce

### **Members Absent:**

Duy Nyguen, Asian Chamber of Commerce  
Bill Wilson, Las Vegas Chamber of Commerce  
Carlos Gomez, Co-Chair, Latin Chamber of Commerce

### **Guests:**

Donna Meara, CC Purchasing and Contracts  
Katherine Smith, CC Dept. of Aviation  
Kim Grantham, CC Water Reclamation  
Melyssa Salas, Akers and Associates, Inc.  
Mark Wood, CC District Attorney's Office  
Sandra Mendoza-Avila, CC Purchasing and Contracts  
Tom Akers, Akers and Associates, Inc.  
Yolanda Jones, CC Purchasing and Contracts

**I. CALL TO ORDER**

**Dianne Fontes, BDAC Chair**, called the meeting to order at 10:04 a.m. on Wednesday, June 8, 2011.

**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. NEW BUSINESS:**

**A. Approval of the May 11, 2011 minutes**

The minutes were unanimously approved.

**B. Overview of the Supplier Online Registration**

**Dianne Fontes**, BDAC Chair, stated the Council received an informal overview of the Online Supplier Registration by Andrea and Swetha from Clark County IT Department.

**C. Overview of ePathways – Akers and Associates – Discussion of CCBDEP Stats**

**Tom Akers** from Akers and Associates, Inc. gave an overview to the Council of the stats and a PowerPoint presentation that was presented to the Board of Clark County Commissioners in February. He reported that Clark County started the business development effort in 2008 and since then they have graduated over 100 firms. They basically identify a curriculum that expands over 10 to 12 months, which provides the businesses with access to the internal user departments at the County. His team has allowed the firms to partner with others. The last page of the handout showed the firms and who received contracts in 2010.

**Dianne Fontes** asked if the firms that participate in the program are certified firms. **Tom** stated that it is based on self certification but they are encouraged to go thru the process. **Dianne** suggested the Council to support the program and develop past just County contracts. **Yoli** said the program does outreach and provides businesses with different opportunities and the County requires self certification

**Tom** went over the PowerPoint presentation and said that in 2010, 102 firms expressed interest. They outreached firms for marketing purposes so they know about the program. Also 37 of the firms decided not to register due to commitments but none mentioned that the program was too long. He said that 65 firms registered to the program out of 102 and they have come through the County for approval; they also had thirteen private sectors that were part of the program. **Tom** stated for the first time they did the Small Business

Summit in Henderson to market themselves. In 2010, five firms in the program received contracts out of the 50 that graduated and four were first timers. He reported as part of the graduation ceremony, there is a rapid business connection where businesses network with government entities. Tom also gave an overview of the ePathways website that includes a database of all the firms that have graduated and their information and showed the Council how they can search for the firms.

**Jackie Ingram** asked if during the one year program if the firms attend the same workshop and if it's free to the businesses. **Tom** responded that the businesses sign up and out of 12 classes they have to take 10 to graduate and they could make up the classes. Tom also stated that the program is free but downs plays the component because time is not free. The businesses are investing their time for an opportunity.

**Dianne** stated that the Council will be more involved with the Business Education Program and asked when the next program will start. **Tom** said he was hoping by July. **Jackie** suggested if the Council could receive notice of when the program starts so she can have her members participate.

**Yoli** mentioned that the Council does get notice in advance because one part of the program is that BDAC members are required to submit at least 5 members from their organization that can participate in the program. She said there has not been much success on that aspect that only 2 or 3 names are submitted. The firms are allowed to start later.

**Donna Meara** gave an overview of the new contract with Akers and Associates and mentioned that the BDAC will get first priority to submit 5 recommendations of their members. BDAC will have 30 days to respond and Tom will then submit them to the County and no classes will start until the 30 days have passed. Donna said that part of the contract she will add the request made to BDAC and any responses that come back from BDAC members. The classes will be conducted by Akers and some by County and it could be 10 or 12 classes with make up classes as well. The program will address marketing, bonding, insurance, how to fill out the bid form, and it will include practice sessions.

**Tom Akers** suggested the Council to submit more than 5 firms. He also mentioned his team will be willing to help the Council and explain what the County's program is all about. **Donna** said that when **Tom** submits the list of businesses participating, County will see if the businesses have the services the County can utilize.

**D. Members were provided a standard survey to send to minority businesses.  
Discussion of the survey results**

**Dianne Fontes** asked if the Council had reviewed the minority reports. **Maria White** said NAWBO has 60 members and only 30 were not doing business with Clark County and 4 firms were MBEs but none were MBE certified and WBEs. **Yoli** asked if there

were any firms registered with the County. **Maria** mentioned that about 90 percent were not registered with the County and reasons were because firms do not know how to do business with Clark County or they are not familiar with the business development program.

**Dianne Fontes** asked **Maria** if she was able to identify any women owned businesses from the stats. **Maria** said she did not find any because the firms were not doing business with Clark County.

**Jackie** stated she only received two responses. **Leonard Hamilton** reported that he received about 20 responses and said about that about 10 percent have done business in the past with Clark County. He also reported that only 2 of the firms that responded said they were not registered because there are no bid opportunities. **Dianne** asked **Leonard** if he was able to identify any minority firms that were not listed as minority. **Leonard** said he didn't but he did see there is business for firms located in Nevada.

**Dianne Fontes** said she received 15 responses. She sent the survey again and received 10 more responses of the 25, less than 35 percent were doing business with Clark County. Some businesses felt they are doing perceived value or they had not thought about it. **Dianne** also reviewed the previous stats and found 10 MBEs that were listed as Nevada businesses and found 4 WBEs.

**Yoli** asked the Council to give her the information they found and purchasing will do the update in the database.

**E. Members were provided a minority report for review of changes, additions and deletions regarding status of minority businesses.**

**Discussion of report findings and final documentation to County from BDAC's point of view.**

**Maria White** suggested having a workshop where representatives from the County and **Tom Akers** to educate the firms on the Clark County program. **Jackie** asked if the workshop could be a joint with all the BDAC members and review the registration process

**Yoli** said that it will be a great idea to have the joint workshop at the Commission Chambers.

**V. OLD BUSINESS:**

**A. CC Purchasing Stats**

**Yoli Jones** reported the system was updated and presented the final stats for 2009 through 2010 fiscal year which are broken down by ethnicity and the percentages both discretionary and nondiscretionary. The changes of the stats that the Council reviewed were going to be added to see if there are other changes. **Yoli** reported that 69.2 percent

of awards and contracts were for in-state and 31 percent was out of state. She said a lot of the business that goes out of state is because there aren't local businesses that can provide certain services like high tech software and a most of the high dollar value consultants are out of state. **Yoli** mentioned the stats included the awarded items of the formal and informal bids that were awarded in May.

**Leonard Hamilton** said he saw low tech companies. **Dianne** said the Council can support those. **Yoli** stated the purchasing does advertise in the newspaper and the firms can search the County's website and asked for the Council's support of having the firms register on the County's online supplier system.

**B. Discussion on the report to the Board of County Commissioners and take action as appropriate.**

**Dianne Fontes**, Chair, stated the Council was ready to make recommendations for the report to the Board of County Commissioners. She requested for the Council to send in their recommendations no later than June 17, 2011. **Dianne** will then present the report to the Council so they can set a date with the County Commissioners. **Mark** said a special meeting could be scheduled for the Council to take a vote.

**VI. PUBLIC COMMENTS:**

There were no public comments.

**VII. NEXT MEETING DATE: Wednesday, August 10, 2011, 9:00 a.m., Clark County Government Center, 500 S. Grand Central Pkwy, 4<sup>th</sup> floor, Gold Room, Las Vegas, NV 89155.**

**VIII. ADJOURNMENT: Meeting was adjourned.**