

Special Note: The following is a summary of the Minutes taken from the Regional Business Development Advisory Council meeting held on September 22, 2011, and does not necessarily provide a detailed verbatim transcription of the Minutes.

## MINUTES

**REGIONAL BUSINESS DEVELOPMENT ADVISORY COUNCIL**  
**Thursday, September 22, 2011, 8:00 A.M.**  
**Clark County Government Center**  
**500 S. Grand Central Parkway, 1<sup>st</sup> Floor, Pueblo Room**  
**Las Vegas, NV 89155**

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### Members Present:

Larry Vierra, Nevada Small Business Development Center – Chair  
Kathy Rainey, City of Las Vegas – Co-Chair (Represented by Ed O’Neal)  
Amy Shaw, Clark County Department of Aviation  
Bramby Tollen, Clark County School District (Represented by Carol Pointdexter)  
Dianne Fontes, Nevada Minority Supplier Development Council  
Frederick James, Las Vegas-Clark County Library District  
Jeanine Pitts-Dilworth, Clark County Regional Flood Control  
Jesse Waite, Clark County Health District  
Kenyatta Lewis, MGM Resorts International  
Kim Grantham, Clark County Water Reclamation District  
Lydia Bilynsky, Regional Transportation Commission of Southern Nevada  
Mark Cahill, College of Southern Nevada  
Mary Huff, Las Vegas Valley Water District  
Napoleon McCallum, Venetian Hotel & Casino/Urban Chamber of Commerce  
Penny Marchell, Las Vegas Convention and Visitors Authority  
Rudy Malfabon, Nevada Department of Transportation  
Sharrie Mayden, UNLV  
Sheila Thompson, City of North Las Vegas  
Teresa Collins, Las Vegas Valley Water District  
Viveca Rehman, Henderson District Library  
Yolanda Jones, Clark County Purchasing and Contracts (Represented by Donna Meara)

### Legal Counsel:

Mark Wood, Clark County District Attorney’s Office

### Members Absent:

Audwin Whitmore, Southern Nevada Regional Housing Authority  
Chad Skidmore, UMC  
Duy Nguyen, Asian Chamber of Commerce  
Hermann Friedman, NV Energy  
Horacio Lopez, Hispanic Business Round Table  
Joice Bass, N.A.W.B.O  
Linda Poling, City of Henderson  
Mel Hawkins, National Association of Minority Contractors  
Robert Brewer, Southwest Gas Corporation  
Veronica Meter, Las Vegas Chamber of Commerce

### Guests:

Jane Lee, Jadon Foods  
Leonard Hamilton, Nevada Minority Business Enterprise Center

**I. Call to Order**

**Larry Vierra**, Chair, called the RBDAC meeting to order.

**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 appropriately posted at the appropriate locations as listed at the bottom of the agenda.

**IV. PUBLIC COMMENTS**

There were no public comments at the beginning of the meeting.

**V. NEW BUSINESS**

**A. Approval of the March 24, 2011 Meeting Minutes**

The minutes were unanimously approved.

**B. Contract Notification**

**Larry Vierra** stated that NSBDC created a website depository where RBDAC members can deposit their bid opportunities for the general public to view. He encouraged the members to send an email to [nsbdc@education.edu](mailto:nsbdc@education.edu) and they will receive a 'how to' post their information for suppliers can view the opportunities available.

**C. Meeting Attendance Requirements**

**Larry** stated that the attendance to the RBDAC meetings is very poor which affects the quorum members to conduct the meetings in the past six months. He thinks that the Council can segment the membership list into members that are mandated by Legislature and member that have join since the Council was formed.

**Penney Marchell** thinks that it's important that the Council reinforce that the Council members can send some else from their agency to represent them. **Mark Wood** mentioned that the Council would need to follow the legislation and set reasonable guidelines. **Mary Huff** suggested sending an activation letter to send to the voluntarily members.

**Ed O'Neal** thinks that if a members or the alternate doesn't attend two consecutive meetings, it would be reasonable to have them removed. **Mark Cahill** asked how many members are listed. **Larry** stated there are about 27 and the Council needs 15 for to have a quorum.

**Dianne Fontes** stated that BDAC was having problems establishing a quorum because several members of the Council were no longer with the organization they represented and BDAC had not been notified. Also **Dianne** mentioned that BDAC has reached out to the organizations so they can send a representative to attend the meetings.

**Lidia Bilynsky** suggested reiterating that if an entity member doesn't attend they can send an alternate to represent the particular organization. **Teresa Collins** thinks that if members or alternates can not attend they should notify the Council and maybe the meeting would need to

be rescheduled. **Napoleon McCallum** asked if there was a possibility to have conference call

**Larry Vierra** asked for volunteers to check with their agencies of the availability of a conference bridge or an 800 number and they will review the information at the next RBDAC meeting and vote if it's an applicable method of attending the meetings.

**Rudy Malfabon** summarized his assignment to draft a letter for Larry's signature reminding the member entities that are Legislative mandated of the attendance requirements and asking them for an alternate. The members that are not legislative mandated, he will also request to submit an alternate. **Larry** requested to site the Legislative mandated entities.

#### **VI. PUBLIC COMMENT**

**Penny Marchell** gave a flyer out to the members regarding a cooperative outreach event. She listed the past and current events of the different agencies and combined them into one outreach event. Penny listed the possible participant which will mainly be government agencies. Larry asked if it was going to be an annual event. Penny stated it would be an annual that would help vendors and suppliers that are not able to attend the different events the agencies hold. It would be free and she is putting together a committee of volunteers to help with the structuring of the outreach event.

**Ed O'Neal** announced the City of Las Vegas Business Outreach on October 18, 2011, at the Historic 5<sup>th</sup> Street School. Ed encouraged the Council's support in getting members and businesses to participate. The Business Outreach will consist of table topics with nine different table topics where representatives will educated the supplier that may want to understand NRS for goods and services or construction. He said they will have a table for the redevelopment program for the small business incentive and have representatives from the departments that make decision on the discretionary purchases. **Ed** was going to email the flyer to the RBDAC members.

**Dianne Fontes** announced that the Nevada Minority Supplier Development Council has become an official education center as well as partnership with NSBDC. She also announced the grand reopening of NVMSDC new training development center on October. In addition, Dianne mentioned the NVMSDC National Conference that would be held on October 31, 2011, in Atlanta.

**Sheila Thompson** said that Las Vegas received the bid for the American Society of Public Administrator (ASPA) Host Night Conference on March 3, 2012, at the Flamingo. Sheila mentioned that they are expecting over 2,000 from various representatives in Las Vegas and all the municipalities. She also said that some of the sponsors involved are UNLV and Brady Industries and encouraged RBDAC members to participate in also sponsoring Host Night.

#### **VII. Adjournment:**

The meeting was adjourned.

#### **VIII. Next meeting date: Thursday, December 15, 2011, 8:00 a.m., 1<sup>st</sup> Floor, ODC Training Room 1, Clark County Government Center, 500 S. Grand Central Pkwy, Las Vegas, NV 89155**

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**With twenty-four (24) hours advance request, a sign language interpreter may be available by phoning 455-2426 or TDD 385-7486.**

**AFFIDAVIT OF POSTING**

**Notice/Agenda of the above-noted meeting has been posted per Nevada Open Meeting Law requirements at the following locations:**

- 1. Clark County Government Center, 500 S. Grand Central Pkwy., Las Vegas, NV 89155**
- 2. Clark County District Court Administration, 200 S. 3<sup>rd</sup> Street, Las Vegas, NV 89155**
- 3. Regional Transportation Commission, 600 S. Grand Central Pkwy., Las Vegas, NV 89106**
- 4. Clark County Aviation McCarran International Airport, 5757 Wayne Newton Blvd., Las Vegas, NV 89119**