

Special Note: The following are minutes that summarize the Regional Business Development Advisory Council meeting held on May 19, 2016, and not a transcript of the meeting.

MINUTES

REGIONAL BUSINESS DEVELOPMENT ADVISORY COUNCIL

Thursday, May 19, 2016, 8:30 A.M.

Clark County, Las Vegas

500 S. Grand Central Parkway, 1st Floor, ODC Room #3

Las Vegas, NV 89155

Members Present:

City of Henderson

City of Las Vegas

Clark County Regional Flood Control District

Clark County Water Reclamation District

Clark County School District

College of Southern Nevada

Las Vegas Convention and Visitors Authority

Southern Nevada Health District

Southern Nevada Water Authority

University of Nevada Las Vegas

Legal Counsel:

Catherine Jorgenson, Clark County District Attorney's Office

Members Absent:

Henderson District Public Libraries

City of North Las Vegas

Clark County

Las Vegas-Clark County Library District

Las Vegas Valley Water District

Southern Nevada Regional Housing Authority

Regional Transportation Commission of Southern Nevada

University Medical Center of Southern Nevada

Nevada Department of Transportation

Guests:

Laura Nowlan, Nevada Hispanic Business Group

Christina Lopez, Nevada Hispanic Business Group

Edward O'Neal, City of Las Vegas

Niki Gomoluh, City of Las Vegas

Katrina Trombley, LVCVA

I. Call to Order

Yoli Jones, Chair, called the RBDAC meeting to order on Thursday, May 19, 2016.

II. Opening Ceremonies

Silent Invocation was conducted followed by the Pledge of Allegiance.

III. Introductions

The Council members and guests introduced themselves.

IV. Public Comments

Guest Laura Nowlan, Executive Director of the Nevada Hispanic Business Group, spoke on behalf of this organization. It was formed in December 2014. In January 2015, the first luncheon was held to see if the group was something the community wanted. There were over 60 businesses represented at that luncheon. The current president is Joe Hernandez and Orlando Gallegos is the Vice President. The group's purpose is to serve the Hispanic community and helping Hispanic business owners connect with non-Hispanic business owners. They also helps in the community and recently helped a young lady obtain her social security card so she could continue her education. They also help by sponsoring an elementary school. They volunteer and hold birthday celebrations for the kids every month. All cupcakes, piñatas and other needed supplies are donated by local businesses throughout the community. Also, when there is an procurement expo or workshop they get the word out to all small businesses.

V. Approval of Minutes

Approval of the February 18, 2016 minutes. Brandy Canclearla motioned, Carol Poindexter seconds the motion.

VI. Accept resignation from Vice-Chair John Castiglione

Penny Marchell motioned, and Brenda West seconds the motion.

VII. Accept nominations and elect new Vice-Chair

Yoli opened the floor to accept volunteers or nominations to finish out the current term of Vice-Chair. She explained that the Vice-Chair will chair the meeting in the absence of the Chair and attend any other meetings as necessary. The Vice-Chair will normally replace the current Chair but it's not mandatory. Brenda nominated Penny, she accepts. Penny is now the new Vice-Chair and will finish out the current term.

VIII. Subcommittee Updates

a. Communications Committee

Jane Lee is attending the Clark County Small Business Expo. Yoli requested that all who could please go and support the expo after this meeting.

b. Legislative Committee

Penny stated that Jim Haining was working on cleaning-up the language in Bill 332, Goods and Services. He has a red-lined copy for the Nevada Public Purchasing Study Committee (NPPSC) to review. Yoli is a part of another group working on cleaning-up the language in 338 and the Construction Management at Risk (CMAR) which may result in two bills. Penny added that when an agency can't be found to sponsor a bill, it sometimes takes longer to get it to legislation and sometimes more important bills cause an even longer delay on ones that are just having the language cleaned-up. Some bills that were passed last session still haven't been added to the law so it can be a long process.

IX. Discuss Amendments to RBDAC Bylaws; Page 3, Sections 2 and 5

This item will be continued to next meeting so the council can have copies of the bylaws.

X. Discuss Protocol for non-voting members

Catherine stated if an entity requests to become a non-voting member and meets the criteria, they will be accepted. That being said, no additional protocol should be needed for this item. The other issue was other council entities sharing responsibility of hosting the council meeting, i.e. legal, administrative, etc. Catherine would like to meet with Adleen to see how Clark County feels about it to see if that's something we would want to pursue. Yoli added that in the meantime they will ask the other agencies to see how they feel about sharing the responsibilities and will they have legal available and also funding and location. Catherine added that although historically Clark County has hosted the council, the statute states that each entity would share in the responsibility of hosting. Again, this will be addressed at the next meeting when copies of the bylaws can be available. Penny reminded that it was mentioned that having counsel at the meetings was great but to look at the option of consulting legal as an alternative to legal being in attendance.

XI. Public Comments

Edward O'Neal, City of Las Vegas, had a question and would like to know all of the entities' definition or legal interpretation of what is meant by annual spend on a contract. He didn't know if that is something the NPPSC would look at based on NRS 332.039. He believes that some entities define it differently. Penny responded that Achievement of Excellence in Procurement (AEP) defines it through the National Procurement Institute as you take your issued purchase order (PO) to said company and how much is spend against the PO are the expenditures. Edward stated that if they were spending over \$50,000 a year/12 month period with said company that would be considered annual, although he knows some entities consider each purchase order a separate contract, so therefore, they don't go out and bid or advertise those. Penny stated that it may be separated out by project if it is a big project, and if it might hit a threshold, they bid that separately but then they have a separate contract for general/other items services with that company that would be considered their annual. They don't grab the other project and throw that in there. Yoli clarified that when you say by project, it's by separate PO because each project has its own separate PO for bigger projects. Penny said so if they think they are going to spend over \$50,000 a year on widgets, we would use 332 and go

and solicit. If our estimate is only \$15K they can issue that PO. But if in the middle of that year you end up buying all these widgets because of something you couldn't foresee, when that contract comes up, we will look at it to see if we need to bid it. It's based on your estimate of what you know at the time. Edward asked if there was any fear of your end users or departments splitting those out and not informing you that these things are going to happen, so therefore, they bypass or circumvent the bidding process. Penny replied she's sure it happens. Their buyers are trained to go and talk to the end users and say you've given us a requisition for an amount for a particular item and based on last year's expenditures, you've spent over that amount. So what has changed that makes us believe that this is an accurate estimate? That's how we go about that. Yoli stated you get that information when you look at your yearly statements. Jeannine gave an example of when they used Clark County Purchasing to do their purchasing and for several years they were using temporary services for secretarial and accounting from different companies all under \$50,000. The tax ID got changed which caused them to roll under one umbrella and put the two together causing it to be over \$50,000, which now meant they had to bid. Yoli responded that she believes Adleen's department is in the process of changing the FD6 to assist the end users in making their end of year estimates. There was conversation in reference to annual versus fiscal year terminology. Penny clarified that it was loosely written to accommodate any twelve month period.

Brenda announced that City of Henderson is having a public surplus sale tomorrow at 2101 Moser Drive, off Sunset and Boulder highway from 8am-12pm featuring used office furniture. They also have on-line auctions.

Niki shared City of Las Vegas' upcoming Outreach Workshop Event, May 26 at Charleston Heights Arts Center from 8am-1pm. It mixes education with opportunity. There will be mini seminars. Trudy sent flyers to all the board members to help spread the word. A Save the Date was given for November 10th Committed to Our Business Community (CTOBC). A flyer will be sent to Trudy to share with everyone. Amy will be the moderator. Yoli will be one of the speakers and others have been requested such as Carolyn Myers and Erin Ford. Suggestions were Karen Ford, Maryland Kirkpatrick, and Karen Foley.

XII. Next Meeting – Thursday August 18, 2016, 8:30 a.m.
1st Floor, Pueblo Room, at the Clark County Government Center

XIII. The meeting was adjourned at 9:10 a.m.