



Agenda

City of Seattle WMBE ADVISORY COMMITTEE

Via [Webex](#)

Wednesday, Feb. 16, 2022

3:00-5:00 p.m.

Advisory Committee Members Present: Ato Apiafi, Anthony Burnett, Terry Calloway, Eugene Hardin, Fernando Martinez, Roger Newton, Irene Reyes, Michelle Merriweather, Regina Glenn, Tracey Freeman, Shelley Gaddie

Advisory Committee Members Absent: Ollie Garrett

City Committee Staff Present: Elisa Young (Facilitator), Jesse Gilliam

PURPOSE

The Mayor established the WMBE Advisory Committee through [Executive Order 2019-06](#) as an ongoing advisory body that provides guidance to the City of Seattle through Finance and Administrative Services (FAS) regarding practices in support of equity, inclusion and participation of women- and minority-owned businesses (WMBEs) in City of Seattle contracts. The WMBE-AC will review and recommend changes to the City's WMBE program and will provide advice to the City on WMBE issues and concerns.

- 1) Welcome and City updates - Elisa Young – 10 minutes
 - a. Elisa gave an update on 2021 WMBE performance, the 2022 goals planning process and the disparity study. Elisa also gave an update on the bid limit and threshold increase taking place in the next few weeks.
 - i. City will send information about threshold increase to Committee when it is ready.
- 2) VOTE: Approve November meeting summary – 5 minutes
 - a. APPROVED: Shelley moved, Fernando seconded. All approved, no opposed
- 3) OPEN DISCUSSION: Washington landscape, City activities – 40 minutes
 - a. The Committee discussed the Governor's recent Executive Orders as well as the City's 2020 plans to support WMBEs. Topics addressed included:
 - i. Educating buyers on impacts of new EOs; communicating any impacts on all levels of City
 - ii. Applicability of State Executive Order (emergency situations? Availability?) – incorporating applicability into City policies
 - iii. Challenges of conflicting procurement priorities and how to address (i.e. balancing priorities between emergency needs, cost, availability, speed of access, WMBE)
 - iv. City level training for project managers, front-line buyers.

- v. Accountability: Importance of holding City accountable from director level to front line level
- vi. Eliminating favoritism and focusing on WMBE goals
- vii. Outside, independent advisory group to oversee each instance of purchasing on all levels
- viii. Protocol and repercussions for mistakes for both front-line staff and their managers

4) Work group meet-ups and share-outs – 50 minutes

- a. Agenda items determined by work group
- b. Group 1:
 - i. Business is good for Ato and Terry
 - ii. Although there's a lot to work on with the City, there's also some great contributors on the City side that the Group is committing to elevate when appropriate.
 - iii. The group wants to build relationships with project managers in departments
 - iv. The group looks forward to reviewing survey results for the TA survey
- c. Group 2:
 - i. Disparity study – waiting for this to be done to make formal recommendations
- d. Group 3:
 - i. Would like to examine how the Governor's EO impacts the City specifically
 - ii. Would like to have WMBE accountability on the Mayor's dashboard so bad performance rolls up
 - iii. Would like to invite Mayor Harrell to speak to the committee
 - iv. Accountability is the top priority
 - v. Preparing WMBE firms to be ready to work with the City is also important

5) Tabled items:

- a. Work plan vote

6) Wrap up

2022 meetings:.

- May 18 3-5 p.m.
- Aug. 17 3-5 p.m.
- Nov. 16 3-5 p.m.

