



Charlotte Business INCLUSION Advisory Committee
Wednesday, October 11, 2023
10:00 –11:30 a.m.
Meeting Summary and Action Items

I. Attendance: Vernetta Mitchell, Sharon Walters, Kymberlyn (Kym) Gardner, Pacino Mancillas, , Gary Beal, Rochelle Stewart, Ciara Lilly, Jerome Marez, Carolina Shoffner Absent: Jason Deans, Alex Bui, Rebecca LaClaire, Joaquin Soria, Stephanie Hand, Harrison Williams, Valerie Del, Camisha Farris Staff: NaTasha Smith, Steven Coker, Michele Torres and James Mitchell.

II. Welcome: Chairman Mitchell welcomed everyone and called for a motion to approve the August 09, 2023 meeting minutes. Pacino Mancillas made the motion and Sharon Walters seconded it; thereafter, Chairman Mitchell collected each committee member's vote to accept the meeting minutes.

Chairman Mitchell welcomed Carolina Shoffner, Hispanic Contracts Association of Charlotte new representative, to the committee. Carolina immediately proceeded to introduce herself providing the committee with a high-level background overview on herself.

III. CBI Staff Update: Steven Coker gave a brief update on the bonding program. Steven spoke about the new CBI staff position that was filled, the compliance and reporting lead. Steven indicated that the Outreach and Engagement position has been posted. Steven told the committee that CBI has begun working on the annual report. Steven indicated that the economic impact analysis study has begun. During the November meeting, Steven will introduce CBI University to the committee for their feedback.

IV. New Business: Each subcommittee discussed its goals and objectives.

- **Measured Sustainability:** Kym Gardner, indicated that the Mentor Protégé Program plan has been review by CBI staff and Thomas Powers. Kym will send the committee the draft for review and feedback. CBI Staff and committee discussed the General Statue regarding short listing firms who have Mentor Protégé relationships.
- **Outreach & Engagement:** No updates
- **Accountability:** Sharon Walters, spoke about the informal vs formal bids. Sharon has asked CBI Staff about the accountability for informal project without goals. The committee voiced concerns about inclusion goals on the Housing Program and how much participation goals can be applied based on the City and Federal funded projects.

Each committee gave updates about upcoming events and will provide CBI with speaking engagement opportunities and topics.

V. Open Discussion: Steven Coker asked the committee to give their input on what is happening in the market regarding low number of firms participation. The committee and CBI Staff discussed Good Faith Efforts, Construction Management at Risk, single prime projects, and low bidder projects. Michele Torres indicated that the bidders are working from the guidelines that are put in the bid documents within the

new policy and procedures manual. The committee and CBI staff discussed gaps in the areas of specialties between certified vendors and registered vendors.

VI. Plans for Next Meeting: November 08, 2023

VII. Adjournment: There being no additional business, Chairman Mitchell called for a motion to adjourn. Kym Gardner made the motion, and Sharon Walters seconded it.

VIII. The meeting adjourned at 11:32 a.m.

October 11, 2023, CBIAC Meeting Summary and Action Items submitted by:

NaTasha Smith 10/23/2023