SAN JOAQUIN VALLEY SMALL BUSINESS COUNCIL MEETING MINUTES
Thursday, September 16, 2010
1:00-3:30pm

Caltrans, District 6 – Manchester Office
2015 E. Shields Ave. Ste. 100, Room 148 (Sierra Room)
Fresno, CA  93726

Caltrans Staff Present:
Bender Ehlert, Sharri - Interim District 6 Director
Guinan, Lori – District 6 Deputy Director
Prandini, Camillo – District 6 Construction Liaison
Ward, Desiree – District 6 Commodities Liaison
Hanif, Nabeelah – District 6 A&E Liaison
Everson, Brian – District 6 Chief, Central Region Prog. Project Mgmt
Caudle, Morris – District 6 Small Business Liaison
Mertlik, Kelly – District 6 Small Business Liaison

By Videoconference:
Harmon, Richard - Interim District 10 Director
Dunning, Julie – District 10 Deputy Director
Sequeira, Alicia – District 10 Small Business Liaison
Schenone, Kristen - District 10
Monje, Yvette – District 10

By Phone:
Fonseca, Olivia – Headquarters, OBEO
Carlos, Ramon - Headquarters, OBEO

Council Members Present:
Hunsaker, Debbie – GFACC, Alert-O-Lite

By Videoconference:
Yu, Ming-Chen (M.C.) – Asian American Architects and Engineers of Northern California

Guests in Attendance – Fresno:
Harris Jr., Floyd D. – CJF Harris Disposal & Vendor Services (Prospective new member)
Welcome/Introductions/Opening Remarks

Sharri Bender Ehlert, as the Interim District 06 Director, welcomes and introduces Richard Harmon, Interim District 10 Director, and welcomes all the attendees. Attendees introduced themselves. Welcome to Floyd Harris requesting to become a member of the Small Business Council.

Sharri Bender Ehlert -
- Meeting Minutes – Minutes from March and May will be carried over to the next meeting for approval.
- New Membership – Floyd Harris introduces himself. Council vote will be held at next meeting, pending quorum.

Item #1: Recent Statewide Information Update:

Sharri Bender Ehlert - Still no State Budget - Probably won’t see a budget until after the November election. Trying to keep construction projects going without the budget; September/October progress payments are being met. Going to start opening bids with an Addendum that states, Caltrans will have 60 days to award; 27 projects being rescheduled to open, 12 projects scheduled to open this week.

Item #2: Office of Business and Economic Opportunity Update:

Olivia Fonseca - Ended State Fiscal Year meeting and exceeding both the 25% Small Business goal and 3% Disabled Veterans Business goal. Kudos to Morris, Pam, Kelly, Alicia and the Small Business District Liaisons who work hard to make sure small businesses have an opportunity in their district home.

Good news – California was granted 1 million dollars from Federal Highways to provide outreach of technical support services to Disadvantage Businesses and Small Businesses on our highway related contracts. Advertisements to provide these services will go out in October.

Item #3: District 10 Update – Two upcoming Mandatory Pre-Bids; Other Outreach News:

Alicia Sequeira – Mandatory Pre-Bid coming up December 2010, and February 2011. The Mandatory Pre-Bid to be held in December is located in San Joaquin County for $89M, largest project in District 10 to-date to be targeted for mandatory pre-bid. Second Mandatory Pre-Bid is anticipated to be on February 11, 2011; SR-219 widening project, cost information for this project is not available at this time.

Sacramento scheduled to hold their multi-agency Small Business exchange on October 14, 2010.

Item #4: District 6 Update – City of Fresno business Matchmaking & Networking Event follow-up; other outreach news:

Morris Caudle – Attended Central California Hispanic Chamber’s 22nd annual business expo. Notice there has been a decline in attendance and company booths. August 25, 2010, City of Fresno held their Business Matchmaking & Networking Event. Felt it was a success, however, down about 15% on attendance.
Item #5: Central Region Calmentor Update:

Nabeelah Hanif - CalMentor event coming up on September 22, 2010, at the Clovis Veterans Memorial Building. 85 businesses registered, 10 agencies attending.

Item #6: Statewide Small Business Council Update:

Debbie Hunsaker – Action Items in the Construction Committee that are still ongoing: Discussion by Council Member Llewellyn regarding the Force Account and Richard Land, Chief Engineer, Caltrans, agreed to continue the discussion via a teleconference to be set at a future date. Requested to review special equipment rating sheet and requested a presentation from D10 on Environmental Justice. A request to “Local Agency” for a representative and presentation at the professional committee was not met.

Olivia Fonseca - Update – The Storm Water projects that were originally set at two projects are now six projects with small business goals at 30 percent.

Item #7: Subcommittee Updates:

A&E
No activity

Commodities
No activity

Construction

Camillo Prandini – Met with Debbie and Paul on the phone. Have comments to add to membership and suggestions for By-Law changes.

Item #8: Mandatory Pre-Bid Update – District 6:

Camillo Prandini - Proposal for the District 6 Madera Design Built project - waiting for date to be established. District 5 had scheduled a Mandatory Pre-Bid in the 3rd week of November for a roadway improvement project, tentatively scheduled to go out in late October.

Item #9: Member items:

Thank you to Olivia for getting the contract out to the Central Valley, and to everyone who works hard at getting the agenda items together.

Item #10: Public Comment/Good of the Order:

M.C. Yu – Raised a concern on low participation.
Debbie Hunsaker – Echoed the concern of low participation and is willing to outreach to the council members to encourage a higher level of participation. Will also look into Council Guidelines if anything could be revised that may make it easier for participation to occur.

Sharri Bender Ehlert - One way to address issue is to get feedback from participants on whether they are expected to attend or not. Will follow up at next meeting.

**Action Item 1**: Continue growing construction reports *(Ongoing)*

**Action Item 2**: Look into developing a Minor B and A&E Report if possible. (A&E projects listed) *(Ongoing)*

**Action Item 3**: Start bringing in guest speakers to take part in SJVSBC meetings. *(Ongoing)*

**Action Item 4**: Breakdown Report by purchasing and reports. What type of contracts and services including A&E. *(Ongoing)*

**Action Item 5**: Gather prior 2 FY reports on purchasing and all other data available for contracts. *(Ongoing)*

**Action Item 6**: Look into clarifying the CUCP profile set-up to differentiate between service and product and be able to select workable areas based on whether it is a product or a service. *(Olivia to address with staff)*

**Action item 7**: Add to meeting agenda discussion of Bylaw Changes, Member Attendance and proposed reduction of Council Meeting frequency. *(New)*

Adjourn – Next Meeting Scheduled for Thursday, November 18, 2010: Hosted by Stockton Caltrans Office; 1:00 p.m. – 3:30 p.m.

Approved by:

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SHARRI BENDER EHLERT, Chair  
Interim District 6 Director  
California Department of Transportation

Approved by:

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RICHARD HARMON, Chair  
Interim District 10 Director  
California Department of Transportation