

I, the undersigned authority do hereby certify that this Notice of Meeting was posted on the City of Fort Worth official website and said Notice was posted on the following date and time Monday, June 14, 2021 at 12:30 p.m., and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

Mary J. Kayser



MEETING AGENDA
MINORITY AND WOMEN BUSINESS ENTERPRISE ADVISORY COMMITTEE MEETING
JUNE 18, 2021
Public Hearing: 9:15 AM

<https://fortworthtexas.webex.com/fortworthtexas/j.php?MTID=ma5a87fdd93d198fd831d6d7bcec5612d>

Videoconference

Meeting/ Access Code: 1821 26 0056
Registration Required

Teleconference

(817) 392-1111 or +1-469-210-7159,
Meeting/ Access Code: 1821 26 0056

Viewing Only

Television: Charter 190; One Source 7; Verizon 5; AT&T Uverse 99
City of Fort Worth Website Homepage: [Watch Live Online](#)

To view the docket for this meeting visit: <https://www.fortworthtexas.gov/calendar/boards-commission>

Due to health and safety concerns related to the COVID-19 coronavirus, this meeting will be conducted by videoconference or telephone call in accordance with the Texas Open Meetings Act and the provisions provided by the Governor of Texas in conjunction with the Declaration of Disaster enacted on March 13, 2020.

****Any member of the public who wishes to address the Commission regarding an item on the listed agenda must sign up to speak no later than 5:00PM on the day prior to the meeting. To sign up, either contact GWEN WILSON at GWEN.WILSON@FORTWORTHTEXAS.GOV or (817) 392-2676 or register through WebEx per the directions on the City's website above. Please note that the City of Fort Worth is using a third party vendor to assist with City meetings. If there are service interruptions, including call in number changes, we will provide alternative call in numbers on our website whenever possible.**



**Minority and Women Business Enterprise Advisory Committee Meeting
Friday, June 18, 2021 – 9:15 A.M. – 10:45 A.M.**

WebEx Meeting due to COVID-19 Pandemic

Advisory Committee Members

John Martinez - RHCA	Dee Jennings - FWMBCC	Anette Soto Landeros - FWHCC
Grace McDermott – USPAACC-SW	Brandom Genglebach - FWCC	Jack Baxley - TEXO
Debbie Hurst -WBCS	Margo Posey – DFW MSDC	Bishop Kenneth B. Spears - BELA
Troy Woody - TCCA	YaLonda Lockett - NCTRCA	Tony Sholola - City of Fort Worth
Demetria Bivens - NAMC	Lauren Prieur – City of Fort Worth	Gwen Wilson - City of Fort Worth
Brian Glass – City of Fort Worth	David Creek - City of Fort Worth	John Baby - City of Fort Worth
Kimberly Shaw - RBCA	Robert Sturns - City of Fort Worth	Christina Brooks - City of Fort Worth

AGENDA

-
- I. **CALL TO ORDER** – Margo Posey – Chair
 - II. **ACTION ITEMS**
 - A. Approval of Minutes from the Meeting held on April 23, 2021
 - III. **BRIEFINGS**
 - A. Gwen Wilson, Diversity and Inclusion Assistant Director – Business Equity Division
 - Disadvantaged Business Enterprise Program
 - Business Equity Advisory Board Bylaws
 - Amendment to the Business Equity Ordinance
 - B. Christina Brooks, Chief Equity Officer/Director, Diversity and Inclusion Department
 - Recent Elections
 - IV. **DISCUSSION**
 - A. Legislation that Affects the Board
 - V. **UPCOMING EVENTS**
 - VI. **UPCOMING BIDS AND REQUESTS**
 - VII. **CITIZEN PRESENTATIONS** (3-minute limit per presentation)
 - VIII. **FUTURE AGENDA ITEMS**
 - IX. **ADJOURN**

Executive Session

The Downtown Design Review Board will conduct a closed meeting, as necessary, to seek the advice of its attorneys concerning pending or contemplated litigation, or other matters that are exempt from public disclosure under Article X, Section 9 of the Texas State Bar Rules, and as authorized by Section 551.071 of Texas Government Code, which are related to any item appearing on this agenda.



BUSINESS EQUITY ADVISORY BOARD MEETING MINUTES

Friday, April 23, 2021 11:30 AM

WebEx Meeting due to Covid-19 Pandemic

PRESENT:

Demetria Bivens
Gwen Wilson
John Martinez
Dee Jennings
Margo Posey
YaLonda Lockett
Lauren Prieur
Christina Brooks
Anette Landeros
Brandom Gengelbach
Tony Sholola
Brian Glass
David Creek

ABSENT:

Bishop Kenneth Spears
Debbie Hurst
Michael Owens
Kimberly Shaw
Jack Baxley
Grace McDermott
Troy Woody

LIAISONS:

Robert Sturns (present)
John Padinjaravila Baby (absent)

Others Present:

Business Equity Division Staff
JB Strong
Philip Trigona
Jazmin Gutierrez
Amanda Smith
Robert Smouse
Katy Perry

I. CALL TO ORDER

A quorum was present, Margo Posey called the meeting to order at 11:37 AM, on Friday, April 23, 2021, via WebEx.

II. ACTION ITEMS

A. Approval of Minutes from February 26, 2021 Meeting

A motion to approve February 26, 2021 minutes was made by John Martinez, and Anette Soto-Landeros entered a second to approve minutes.

III. PRESENTATION

A. Robert Smouse, Assistant Director – Code Compliance

- Discussed the City of Fort Worth's Solid Waste Project and briefed the Board on the five key residential service agreements which includes residential collection, recycling processing, cart purchases and maintenance, drop-off station hauling and lastly, mulch-compost operations.
- The current contracts for the five key residential service agreements has expired or set to expire in 2023. They are hoping to open the contracts up to more Business Equity Firms and will reach out to Christina Brooks and Gwen Wilson to schedule a meeting to discuss in further detail.

B. Katy Perry, Accounting Services Supervisor – Financial Management Services

- Provided a top-level review of the American Rescue Plan Act (ARPA) that was signed by President Biden March 11, 2021 (retroactive to March 1, 2021).
- Discussed how the \$1.9 Trillion Act will benefit the City of Fort Worth. The City is estimated to receive approx. \$184,767,389. The use of these funds will be prioritized by the City as follows:
 - Revenue recovery
 - Small business assistance
 - Vaccination costs
- The deadline to spend funds is December 31, 2024
- John Martinez asked what programs are being prioritized to ensure the Hispanic community is being included to receive the resources. Christina Brooks responded that multiple City departments are in on-going conversations to address the availability of these resources.
- Gwen Wilson will send out a copy of Katy's presentation

IV. BRIEFINGS

A. Gwen Wilson, Assistant Diversity & Inclusion Director- Business Equity Division

- Business Equity Advisory Board Bylaws and Amendments to the Business Equity Ordinance expected to go before Council in May/June.

B. Christina Brooks, Chief Equity Officer/Director, Diversity & Inclusion Department

- Overview of State of Texas Prompt Payment to Vendors

- **Public Projects** per Texas Local Government Code 2251.001-2251.043 the owner of the project paying the prime should be done within a 30-day period after the invoice is received for receipt of goods or completion of performance whichever is later.
- **Primes need to pay Subs within 10-days after receipt of funds from the owner** of the project.
- The penalties in paying late should reflect the interest rate as published in the Wall Street Journal.
- **Private Projects** per Texas Local Government Code 28.001-28.010 payments are due from the owner to the Prime within 35 days after the invoice is received for receipt of goods or completion of performance whichever is later. Primes should be paying their Subs within 7 days of receipt of funds from the owner of the project.
- The City is working with our contracting departments to ensure we are following the laws set forth by the Texas Local Government Code.
- Margo asked if there is a published “cheat sheet” to inform suppliers and public entities of these laws.
- Christina will forward a copy of the cheat sheet to the Business Equity Board members. Additionally, it will also be added to the Dept. of Diversity and Inclusion’s web page.

V. UPCOMING EVENTS

- CFW - Becoming a Competitive Local Vendor- The next session will be June 10th
- CFW - Putting Your Best Bid Forward- The next session is June 24th
- NAMC - Give Me a Shot Golf Tournament on June 15th at the Mansfield National Course
- NAMC will be sending out a Save The Date for the Golden Shovel Awards scheduled for Oct 14th
- DFW MSDC - Access Business Expo with Texas Spot Bid Fair May 24-26th. Registration and agenda info will be sent out by April 30th. Also, they will host a live Hard Hat Expo June 8th
- FWMBCC - Annual Luncheon June 25th and will be sending info out within the next two weeks.
- FWHCC - Business Equity Workshops: How to Do Business with Tarrant County College May 13th and Government Contracting with US Small Business Administration on May 18th. They have a Business Competition they are co-hosting with Bank of America for a \$3,000 prize. Additionally, they are in the student recruitment phase of their Summer Internship Program Rise Up.

VI. UPCOMING BIDS AND REQUESTS

- Gwen will provide everyone a copy of the upcoming bids and requests via email.
- Margo recommended that future Business Equity Advisory Board meetings be moved to the third Friday at 9am. JB Strong advised that Gwen should send out an email to survey the members for a tentative time to meet once we are back in person.

VII. CITIZENS PRESENTATIONS

- There are no citizen presentations

VII. FUTURE AGENDA ITEMS

- Advisory Board should follow-up with Gwen regarding any future agenda items

IX. ADJOURN

- Motion to adjourn at 12:45PM by Anette Soto-Landeros and seconded by John Martinez

These minutes were approved on the _____ of _____, 2021.

Approved:

Margo Posey, Chair

Anette Soto-Landeros, Vice Chair

ATTEST:

Gwen Wilson, Assistant Diversity & Inclusion Director
City of Fort Worth