

# EQUAL BUSINESS OPPORTUNITY COMMISSION

## February 08, 2022 Meeting Minutes

<b>ITEM</b>	<b>DISCUSSION</b>	<b>ACTION</b>
	Jason Peay called the meeting to order.	Meeting called to order at 9:05 am
Greetings & Welcome	Dean Hof introduced Michelle Bailey Hedgepeth, who recently joined the County in the position of Assistant Chief Administrative Officer.	
Minutes: December 07, 2021	Jason Peay called for approval of the Minutes. Roger Barnes moved that the Minutes be approved; the motion was seconded by Nathaniel Alston.	Unanimously approved
Certifications: December 07, 2021 through February 08, 2022	Jason Peay called for approval of the Certifications. Nancy Briguglio moved that the applications be approved; the motion was seconded by Roger Barnes.  Nancy Briguglio mentioned that the certification slate represented a diverse group of businesses.	Unanimously approved
Purchasing Reports	Mahesh presented the Purchasing Report which included statistics for FY 2022 2 <sup>nd</sup> Qtr. Various sections of the report to include: EBO participation, waivers and outreach were discussed.	
Member Comments	Margaret Kim asked the difference in the approval process for full and partial waivers. Mahesh mentioned that the process is similar wherein we work with the prime to identify possible opportunities for subcontracting, sub consulting or buying material supplies from Minority Business Enterprises in order to meet the EBO subcontracting goal. While evaluating waiver requests, considerations are given to the scope of work, budget, and evaluating the good faith efforts and steps taken by the prime towards meeting the EBO subcontracting goal, considering the segments of work that can be broken down to engage EBO firms to perform a commercially useful function on the project, the prime needs to justify reasons for not being able to meet the EBO participation goal. Any waiver, full or partial is approved in instances wherein the prime can justify that it is impracticable to	

	<p>meet the EBO goal partially or fully and has demonstrated their good faith efforts in doing so.</p> <p>The Commissioners and staff introduced themselves to Michelle Bailey Hedgepeth, Assistant Chief Administrative Officer.</p>	
<p>Adjournment of Meeting at 9:40 am</p>	<p>Motion to adjourn by Jason Peay.</p> <p>Next regular EBOC Meeting scheduled for April 05, 2022 at 9:00 a.m.</p>	

**EBOC MEMBER ATTENDEES:**

1. Nathaniel Alston
2. Roger Barnes
3. Nancy Briguglio
4. Jason Peay
5. Margaret Kim
6. Neil Madan

**ABSENT:**

1. Shahan Rizvi
2. Sharon Pinder
3. Cynthia Gula

**NON-MEMBER ATTENDEES:**

1. Dean Hof
2. Mahesh Sabnani
3. Constance Tucker
4. Christopher Moyer
5. Michelle Bailey Hedgepeth