

AGENDA
DBE-FAIR SHARE TASK FORCE
WEDNESDAY, SEPTEMBER 16, 2009
1:30 P.M.

1. Call to Order
2. Roll Call/Sign In
3. Adoption of minutes.
4. Update from Dr. Llorens on status of Information Request from City-Parish Purchasing Dept.
 - a. Discussion concerning Information Request from City-Parish Purchasing Department.
 - b. Action steps, if any, needed by the Task Force.

5. Presentation on Best Practices:

(Chairman's Note: The general practice will be to ask our presenters to prepare a contribution that can be delivered to the full Task Force in approximately 15 minutes.)

- a. **Presenter: Erik Waters**, Task Force member and President of the Louisiana Minority Supplier Development Council has been asked to present on the general question: "What are the services that agencies involved in SD provide that the Task Force can utilize in order to minimize duplication and cost and thoughts on how we incorporate those services as 'best practices' for the Fair Share Program."
- b. **Other Presenters:** To be determined.

Note: The goal is to end the discussion with an action item (a motion...maybe) that commits the Fair Share Program "Coordinator" (or however we name the entity/person who will actually manage the FSP) to using those services (all or some key selected services) in the implementation of the FSP. The full task force is expected to weigh in on this action item at this point or later in the agenda before adjournment . Our ongoing goal is to keep an action orientation for the Task Force such that we all see **concrete outcomes** from the time we are spending together.

6. Action Items for Task Force Consideration:
 - a. Action concerning information request on procurement and contracting history.
 - b. Action concerning Best Practices presentation on supplier diversity.
 - c. Discussion and possible action of how we select “best practices” from the material on other Fair Share type programs that are working in other agencies/cities/states.
 - d. Discussion and possible action on DBE outreach and certification.
 - e. Discussion and possible action on managing multi-tiered categorization of DBE’s.
 - f. Discussion and possible action on sub -goals by procurement desks and contracting officers.

7. Public Comments:

(Chairman’s note: We will routinely allocate time before the formal adjournment of the Task Force for comments from members of the general public who might be in the audience.)

8. Other Business and Comments on Process by Task Force Members.

9. Adjournment.