

HUB Advisory Council Meeting Minutes
Virtual Teleconference (Zoom)
Wednesday, June 30, 2021
10:00 AM

Attendees: Council Members / Roll Call taken at 10:02 AM.

Kristen Hess	Russel Parker
Dorrine Fokes	David O’Neal
Annette Stevenson	Greg Richardson
Latif Kaid - ABSENT at roll call	Valerie Jordan
Iris Reese	Kimberly Leazer
CC Lamberth	Lenwood Long, Sr.
Terrence Holt	Stephanie Pigues
Calvin Stevens	Jose Coker
Tiffany Peguise-Powers - ABSENT at roll call	Vinnie Goel - ABSENT at roll call
Denisha Harris	Katherine Lynn

- Additional Attendees: Pamela Brewington Cashwell, *Secretary, Department of Administration*; David Elliott, *Deputy Secretary of Advocacy, Diversity, Equity & Inclusion*; Department of Administration; Tammie Hall, *Director, HUB Office*
- HUB Office Staff Attendees: Alicia Lyon, LaShona Johnson, John Guenther, Traci Herrod, Alisha Puckett, Jamalh Greene, Sharonetta McIntyre, Jakala Wilson, Arthur Anderson, Iris Reese- Board Member, Leila Coe, Carla Copes, Emanuel McGirt, Courtney Jemison
- Guests: Ray Trapp, *Vice-President, Strategic Engagement, Research Triangle Park Foundation*; Tunya Smith, *Director, Department of Transportation, Office of Civil Rights*

The Council Chair asked for a motion to approve and accept the agenda and minutes. Greg Richardson made the motion, and it was seconded by Lenwood Long, Sr. and the minutes were approved at 10:04am. Kimberly Leazer made a motion to accept the agenda and it was seconded by Greg Richardson and the agenda was approved at 10:06am.

Welcome and DOA Updates

- Secretary Cashwell welcomed all guests and introduced Evan Grant, the newest member of her leadership team who will serve alongside David Elliott. David Elliott,

- the Deputy Secretary for Advocacy, Diversity, Equity, and Inclusion then introduced himself and discussed his commitment to HUB and social justice.
- Secretary Cashwell discussed the Dept. of Administration's return to work plan for all employees – scheduled to start July 6, 2021 via Governor Cooper's directive. Secretary Cashwell met with Governor Cooper a few weeks ago to talk about the work in HUB and he charged his leadership team with being intentional moving forward as we have a responsibility to reach out hub goals and remain committed to the important work HUB vendors do across our state.
 - Secretary Cashwell mentioned the success of the Black Business Forum, which was held on June 25, 2021 and that the energy was outstanding. She is hopeful the forum provided a platform for HUB to move forward, and she thanked the HUB staff and all attendees who participated.
 - For legislative updates, Secretary Cashwell stated that she is continuing to track the Senate and House budgets, which are looking to include non-recurring funds for the RETOOLNC program – that will be in addition to the \$8M Governor Cooper has just allocated for the program.
 - Secretary Cashwell acknowledged Director Hall's presentation at the State Construction Conference, which was held on June 24, 2021, where she provided an overview of the Disparity Study and talked about how construction plays a critical role for HUB vendors. Lastly, Secretary Cashwell thanked the Council for their time and commitment in serving on the committee.
- **Ray Trapp, Research Triangle Park Foundation**
 - A PowerPoint presentation was shared about the vision for RTP. The 3 pillars for the RTP Foundation Mission include: facilitate collaboration between Triangle universities, promote cooperation between university and industry and lastly, create an economic impact for the citizens of North Carolina. Their mission is to be an economic generator for the state of NC – the mission includes everyone across the state. The foundation is committed to inclusion and is excited to work with the HUB office.
 - The RTP space is over 7000 acres, with 55,000+ employees, and serves as a start-up hub for biotech, life science, data science and tech companies. The foundation's role is to be stewards of the park and create opportunities to invest in the future. The Park features several notable spaces including: The Frontier – a \$0 cost co-working and meeting space, BoxyardRTP – a dining facility that serves as a destination point and opened with all woman-owned businesses for their first year, and HUB RTP – the first mixed-used space in the park that will allow people to stay overnight thanks.
 - The Foundation is very proud of their MWBE participation across the board, and they have adopted a goal of 25% (which they are now exceeding at 32.5%) and remain committed to that goal. The foundation has recently hired two MWBE consultants to help increase that percentage even more.

The Council Chair thanked the foundation and thanked them for their MWBE and HUB commitment efforts.

- **Tunya Smith, Department of Transportation**

- Director Smith introduced herself and staff on the call including Lisa Wilson (DBE / SBE Manager), Ebony Pittman (newly appointed Deputy Secretary for Business Administration), and Athena Stanfield (new Communications Specialist) for the Office of Civil Rights.
 - Director Smith talked about the programs ability to pivot over the past year during COVID-19 and keep their certification numbers up while continuing to provide professional services and other program support efforts including airport concessions. Director Smith thanked HUB and their other partners for their joint efforts and diversity commitment to transportation diversity across the state. Director Smith reiterated that their goal remains to be more collaborative, inclusive, and expand upon workforce development and disaster recovery opportunities.
 - For recent updates, she discussed expanding community engagement efforts and marketing. Their program is now using social media heavily to promote marketing efforts and to reach a broader audience and continuing working with the HUB Office.
- CC Lamberth congratulated Director Smith on her new role and asked about the possibility of working together to includes the number of DBE's getting certified. He mentioned the need to find a better way to connect on the pre-qualifications in place because sometimes it can be a detriment to HUB firms.
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 - Director Smith responded that the NCDOT Secretary is very vigilant in monitoring these numbers and is working to increase participation. Their goal is to continue to build a synergy with the HUB Office and work together to think about how we can address the pre-qualification concerns.

The Council Chair thanked the Director Smith and her team for their efforts and continued commitments.

Committees Reports

- Disparity Study Report – Annette Stevenson provided updates that the committee has been meeting and is working on drilling down on the forms and related tasks discussed at the last meeting. They are also now looking at the spend for farmers and specifically at the reporting from the NC Dept of Agriculture. The committee is

looking into how to increase minority farmer participation. It was noted that Kristen Hess has joined the committee.

- Purchasing Report –Denisha Harris provided updates that the committee has continued to work on strategies to create a pipeline for hub firms and is in discussion on HUB Boot Camp and HUB Academy programs. It was noted that David O’Neal has joined the committee.
- Construction Report – NA

HUB Office Review

- Director Hall remarked that the HUB team is in the process of transitioning back on-site but remains extremely busy and committed to virtual engagements. She thanked Secretary Cashwell for being so supportive of the entire HUB team. The HUB Office is closing out the fiscal year and is awaiting final reporting numbers.
- Director Hall discussed a new project that kicked off in June 2021, the \$200M DHHS project that will create a new campus for DHHS. The HUB Office has reviewed the plan and the firm is already projecting 30% minority participation.
- For NC HUB Certifications, HUB has reached 5,100 vendors and our next goal is to reach 10,000.
- For legislative updates, she reiterated the efforts already mentioned by Secretary Cashwell and noted that the RETOOLNC funds coming are much needed as well as Governor Cooper’s budget to include more positions for HUB.
- HUB Compliance Office John Guenther shared the following data that has been reported already:

Construction spending:

- Due date for Quarter 4 report is July 10, 2021.
 - Final numbers not in yet for FY 20-21
- Numbers below are at finalization (projects completed)
 - Design Contracts FY 20-21:
 - HUB participation: 14.63% (1% higher than last fiscal year)
 - HUB spend: \$7 million
 - Total Contracts: \$48 million
 - Construction Contracts FY 20-21:
 - HUB participation: 20.70% (1% higher than last fiscal year)
 - HUB spend: \$192 million (\$153 million last fiscal year, so about \$40 million HUB increase)
- Total Contracts: \$931.9 million (\$784 million last fiscal year, so \$147 million increase)
 - 5 of 7 Cabinet Agencies with completed projects achieved 10% HUB

- DOT achieved 6.76% (with \$7.7 million HUB) while closing out over 200 projects, many of them old – cannot estimate HUB % without old projects but anticipate it would be higher.
 - Combined Design and Construction FY 20-21 HUB participation is 20.40%.

Goods and Services spending:

- Quarter 4 due date is July 30, 2021
- Final numbers not in yet for FY 20-21
- State agency spend is based on actual spend, not Purchase Order creation
 - FY 20-21 Results so far:
 - Statewide results:
 - HUB participation: 6.47% (almost 1.5% higher than last fiscal year)
- HUB spend: \$420 million (\$402 million last fiscal year, so about \$18 million HUB increase)
 - Cabinet Agency results:
 - Cabinet Agency HUB participation: 8.17% (2.33% higher than last fiscal year)
- Cabinet Agency HUB spend: \$110 million (\$79 million last fiscal year, so over \$30 million HUB increase)
 - 3 Cabinet Agencies achieving 10% HUB:
 - DMVA (managed by DOA – Meredith Swartz) at 40.90% with \$19 million HUB
 - DHHS at 10.78% with \$39 million HUB
 - DNCR at 17.04% with \$7 million HUB
 - Honorable mention for DPS at 6.38% and \$29 million HUB (2nd highest Cabinet Agency amount, increase of \$13 million from last fiscal year, almost doubling HUB \$ and HUB %)

- CC Lamberth congratulated Director Hall on these numbers and reporting efforts. He then asked John if there has been any improvement in community college reporting efforts.
- John responded that there are still challenges, but there is some improvement, and more entities are reporting. He noted that NC A&T has reported at 7.04%.

The Council Chair thanked the Director Hall, John and the entire HUB Office for a successful year and hard work.

Open Discussion

- Chair Jordan said the virtual Black Business Forum was wonderful, great speakers, topics that were intentional and one of the best forums ever been a part of. Chair Jordan talked about Upcoming events include the Executive Networking Conference that will take place August 5-7 in Pinehurst. This event was originally founded by Andrea Harris and will return in 2021. She encouraged anyone interested to participate.
- **The Council Chair** asked for a motion to adjourn – Jose Coker made the motion, and it was seconded by Kim Leazer.

Meeting Adjourned at 11:49am with a motion by The Council Chair.

All members exited the teleconference by approximately 11:51 AM.