

HUB Advisory Council Meeting Minutes

City Hall, 200 West Fifth Street, Greenville, NC

April 25, 2018

10:00 am

Attendees: Council Members

Terrence Holt	Annette Stevenson
Cornelius Lamberth "CC"	
Lenwood Long, Sr.	
Doug Morton	
Russell Parker	
Tiffany Peguise-Powers	
Iris Reese	
Greg Richardson	

Council Member Attendees via Phone: Dorrine Fokes, Valerie Jordan, Kimberly Leazer

Absent Council Members: Vinnie Goel, Andrea Harris, Kristen Hess, Latif Kaid, Michael Leach, Odessa McGlown, Calvin Stevens, Aaron Thomas, Mary Williams-Stover

Additional Attendees: Machel Sanders, *Secretary, Department of Administration*; Christy Agner, *Deputy Secretary, Department of Administration*; Tammie Hall, *Director, HUB Office*; Betty Marrow-Taylor, *Director, Policy Development and Strategy, Department of Administration*; Mark Edwards, *Deputy Secretary, Department of Administration*; and Marqueta Welton, *Deputy Secretary, Department of Administration*.

HUB Office Staff Attendees: Carla Daniels, John Guenther, Alicia Lyon and Tenita Solanto

Guest: Denisha Harris, City of Greenville; Ferdinand Rouse, City of Greenville; George Graham, NC House of Representatives-Lenoir County

- **Call to Order**
 - Cornelius Lamberth "CC" called meeting to order.
- **Remarks**
 - "CC" gave greetings to our distinguished guest, welcome to all council members, review of agenda and introduction of guest presenters.
- **City of Greenville Presentation**
 - Denisha Harris conducted a detailed power point presentation on the City of Greenville followed by Q&A
- **Presentation on HUB Percentages**
 - John Guenther presented on HUB performance for full year FY 16-17 and FY 17-18 for Q1-Q2 for both goods and services purchases and construction spending by agency category and by individual reporting entities.

- **Disparity Study - DOA**
 - Deputy Agner gave thanks the HUB staff for being a team of excellence. Discussed disparity study plans. Stated “executive order” provides latitude to look for excellence within the program. It’s been a long time for the state to renew a disparity study but Tammie brings a lot of expertise to this topic. The Secretary has been working diligently to identify funds and this certainly does have a price tag to it because it has a lot of value but she feels confident we are in a position to move forward with a disparity study.” Disparity study questions were distributed. Deputy Agner proceeded to announce they have the intention to proceed with the disparity study and stated they believe they will have the resources, with assistance from the Secretary, to assist with attaining funding to execute the disparity study. Plans are to move forward potentially summer or fall of 2018.
- **Construction Sub-Committee Report**
 - Terrence Holt provided an overview of the Conference Call meeting and stated questions and thoughts were identified during a conference call meeting clearly outlining the direction they need to go and how they need to go about the process to obtain the information needed to determine the current state and how to measure success. He opened the floor for questions. No questions asked. “CC” Lamberth commends committee for a great report. Minutes were available at the meeting.
- **Update on Professional Services**
 - Tammie Hall provided an overview of where the spend for professional services was being captured; such as architects, designers. Part of the rationale is that HUBSCO was capturing the information before and when changed to InterScope Plus, this was one of the features that was not included. Tammie indicated the HUB Office is working closely with state construction to figure out how we can capture the spend”. Made reference to minority firms that are working as a lead on projects and the spend is not being captured due to the feature not being included. Working on how to incorporate that feature to begin capturing the spend on related contracts. “CC” Lamberth commends committee for a great report.
- **Goods and Services Sub-Committee Report**
 - Annette Stevenson referenced their meeting minutes, which were provided. Stated committee had a conference call meeting in which the HUB office was present and helped guide the committee as the committee was reviewing goals and establishing ways in which recommendations can be provided that will be effective. Working on a clear understanding of how all of the goods and services are being purchased and who is doing the purchasing and how are they being purchased. Provided an overview of each point on the meeting minutes. Opened the floor for questions. No questions asked. “CC” Lamberth commends committee for a great report.

- **Open Discussion**

- No open discussion was brought to the table. "CC" Lamberth announced the date of next meeting to July 25th, 2018 in Mecklenburg County. Thanks, given to all in attendance.

Meeting Adjourned at 1:30pm

Next meeting - July 25, 2018 (Charlotte, NC)