**Oregon Department of Transportation**

**Disadvantaged Business Enterprise Advisory Committee**

**October 12, 2022**

**8:30 – 10:30 a.m.**

**Meeting attendance**

DBE firms

* Herb Yamamoto, BIM Connection (DBE, MBE)
* James Faison, Faison Construction (DBE, MBE)
* Karisa Mata, Certified Personnel Service (DBE, WBE)
* Khang Tran, Humanus Labs (DBE, ESB, MBE)
* Lillian Stevenson, Berrien Concrete (DBE, ESB, MBE, SBE)
* Marcela Alcantar (Kiekari Wiya), Alcantar & Associates (DBE, MBE, WBE)
* Matt Calhoun, GI Junk Removal (DBE, SBD, ESB, MWBE, Veteran-owned)

Not in attendance

* Arti O’Brian and Doug Sibert, Advanced Government Services (DBE, MBE)
* Debbie Rockway, AllSource Construction and Safety Supply (DBE, WBE)
* Monica Leal, Global Transportation Engineering (DBE, MBE, WBE)
* Rene Christianson, High Point Construction (DBE, WSM)
* Suzanne Donaldson, Donaldson LLC (DBE, MBE, WBE)
* Trisha Cauthorn, Corpac Construction (DBE, MBE, WBE)

Project team

* Angela Crain, OCR Manager
* Brett Houghton, PRR Facilitator
* Diponker Mukherjee, OCR DBE Program Manager
* Nancy Thai, PRR Facilitator

**Meeting notes**

The DBE Advisory Committee met for a small group meeting, on Wednesday, October 12, 2022. Small group meetings are for DBE firms only, without industry partners, primes, or technical advisors in attendance. The group shared introductions about their businesses and reviewed and prioritized known barriers for the group to address.

* While some committee members felt comfortable having the meetings recorded, as a group committee members agreed to not record these DBE only meetings.
* One committee member asked if the project team could send out meeting materials earlier so committee members could have more time reviewing ahead of the next meeting.
* One committee member noted that the barriers in the document did not include anything on including Indigenous peoples as a protected class
* The group went through an activity to prioritize the top barriers they would like to address. The following are the top six barriers from that process:

1. Indigenous identity not included as a protected class
2. Difficulty obtaining task approvals
   1. Inspectors and how the work is inspected, and other requirements
3. Challenges with open communications and access to prime agreements
4. Payment schedule and lack of prompt pay or slow payment
   1. Retainage or lower retainage
5. Contracts bunding work that small firms could do with unbundled contracts
   1. Bonding
   2. Breaking out scopes
   3. Including both A&E and construction and recognizing the differences
6. Lack of alternative delivery methods

**Action items:**

* One committee member will share the impact versus effort chart and the fact sheets on barriers with problem statement and data (i.e., prompt pay).
* The facilitators will include reviewing the consent decision making process at the beginning of the next meeting in November.