

Minutes



DISABILITY BUSINESS ENTERPRISE COMMITTEE

Wednesday October 13, 2004 9 AM to 10:30 AM

Governor's Commission on Disabilities

John O. Pastore Center (Formerly the Howard Center)

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Secretary: Sandy Furtado

Attendees: Bill Nieranowski (Chair); Paul Grenon (Vice Chair, for Kathleen Spangler); Kevin McHale; Monica Dzialo (for Ron Lebel).

Excused: Paul Harden (for Michael McMahon); Lou Salerno; Doddie McShane;

Minutes

1 Call to Order and acceptance of minutes Bill Nieranowski, Chair.

Discussion: Chair calls the meeting to order at 9: 13 AM.

Members and guests introduce themselves

MOTION: To accept the minutes as presented PG/KMcH passed unanimously

2 Tabled Business: Financial Statements Required Bill Nieranowski

Discussion:

MOTION: To no longer require the annual submission of financial statements for DBE certification. PG/KMH passed unanimously

3 Marketing Waiver (HIPAA Release) Bill Nieranowski

Discussion: Chair announced that the Commission's Legal Counsel has not completed the wording for the waiver.

4 Approval of Changes to Form J Bill Nieranowski

Discussion: Members discussed the proposed changes to Form J.

MOTION: To adopt the proposed changes to Form J and insert a HIPAA Release into the revised DBE Application Form J, once drafted by the Commission's Legal Counsel. PG/KMcH passed unanimously

5	Legislation Update	Bill Nieranowski
Discussion: Members reviewed the legislation as enacted into law (see attached)		
6	Recommendations for DBE Catalog's Format	Bill Nieranowski
Discussion: Members discussed changing the DBE Catalog's format and decided to only produce an "on-line" searchable catalog that can be updated. Create a small brochure describing the DBE program and listing the certified DBEs.		
MOTION: To revised the DBE Catalog's format to an "on-line" searchable catalog that can be updated. MD/KMcH passed unanimously.		
7	Status and Comments on the DBE Guide	Bill Nieranowski
Discussion: Members discussed the status of the draft DBE Guide; it was noted that the core of the guide, the steps needed to make a DBE successful in procuring state business needs to be developed.		
8	Other Business: Election of Vice Chairperson	Bill Nieranowski
<ul style="list-style-type: none"> Election of Vice Chairperson 		
MOTION: To nominate Paul Grenon to be Vice Chairperson, close nominations and direct the secretary of case one ballot for Paul Grenon. MD/KMcH Passed, PG abstained		
<ul style="list-style-type: none"> Proposed Meeting Schedule for 2005 		
Discussion: The chair proposed that all meetings of the Committee, in 2005 be held from 9:00 — 10:30 in the 2 floor conference room of the Department of Labor and Training. The meetings would be: January 12, 2005, February 9, 2005, March 9, 2005, June 8, 2005, & October 12, 2005		
MOTION: To recommend to the Commission that the DBE Cmte. meetings in 2005 be from 9 — 10:30 AM in the 2 floor conference room of the Department of Labor and Training. on January 12, 2005, February 9, 2005, March 9, 2005, June 8, 2005, & October 12, 2005. MD/PG passed unanimously		
Discussion: Paul Grenon will try to recruit a member from the mental health community. Paul recommended looking into conducting a DBE Business Expo, will be placed on the January 12 th agenda for further discussion.		
Adjourned at:	10:30 AM	
Observers:	Bob Cooper	