



Governor's Commission on Disabilities
 Disability Business Enterprise Committee
 Meeting Minutes

Thursday, August 16, 2012 9:30

John O. Pastore Center, 41 Cherry Dale Court,
 Cranston, RI 02920-3049

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Attendees: Andy Argenbright (Chair); Jon DuPre (Vice Chair); Monica Dzialo, Paul Harden

Absent: Lorraine Hynes

Guest:

Bob Cooper

Staff:

Chris Rancourt Bruzzi



Clock graphic

9:30 Call to Order and Acceptance of the Minutes, Andy Argenbright, Chair

Chair calls the meeting to order at 9:30



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MOTION: To accept the minutes of the previous meeting as presented.
 JD and MD accepted.

Action Items:

9:35 DBE Planning , Chris Rancourt Bruzzi

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Purpose/Goal: To decide approve the current year plan as presented or revise as necessary; develop a plan for FY 2013-2014

Discussion: The 2012 - 2013 Operational Plan contained the following, which the Committee can retain, revise, or replace for the FY 2013 & 2014 Ops Plan.

5) Disability Business Enterprises

Assisting small business owners with disabilities try to win state contracts. To help businesses with a majority of workers who have disabilities (with at least 60% of their workforce), and to help rehabilitation facilities secure contracts. The unemployment of people with disabilities is very high (70%), self employment is an option for increased employment. The Disabled Businessperson’s Association estimates that 40% of home-based businesses are operated by persons with disabilities (2000).

1) Name of program/initiative

Disability Business Enterprises

2) What is the intended purpose of the program?

The unemployment of people with disabilities is very high (70%), self employment is an option for increased employment. The Disabled Businessman’s Association estimates that 40% of home-based businesses are operated by persons with disabilities (2000).

To help small business owners with disabilities try to win state contracts. To help businesses with a majority of workers who have disabilities (with at least 60% of their workforce), and to help rehabilitation facilities secure contracts.

3) How does this relate to the department’s overall mission?

The Commission’s mission is to ensure that all people with disabilities are afforded the opportunities to exercise all the rights and responsibilities accorded to citizens of this State and each person with a disability is able to reach his/her maximum potential in independence, human development, productivity and self-sufficiency.

The Disability Business Enterprise Committee certifies small businesses owned by persons with disabilities, rehabilitation facilities, and for-profit businesses (whose workforce is at least 60% persons with disabilities) under the Disability Business Enterprise law.

4) Is there specific authorization for the program? If required under federal and state law or regulation, please provide the specific citation or authorizing statute.

- o RIGL 37-2.2-4. Disability Business Enterprises – Disability business enterprise committee - Membership - Duties⁶⁶
- o RIGL 37-2.2-3.1 Disability Business Enterprises – Policy and applicability⁶⁷
- o RIGL 37-2.2-3 Disability Business Enterprises – Preference for products and services produced by persons with disabilities⁶⁸

5) Is the program’s duration limited to a specific time period (e.g., authorization sunset, expiration of federal grant, etc.)

No

6) Who is the primary customer (user/recipient/beneficiary) of the program?

User/recipient Small businesses owned by persons with disabilities, rehabilitation facilities, and for-profit businesses (whose workforce is at least 60% persons with disabilities)

Beneficiary 67,816 working age adults with disabilities (ages 18 to 64 years living in the community)⁶⁹

7) List all other relevant stakeholders who are impacted by the program (customers, nonprofit organizations, industry). Please be as specific as possible.

Small businesses owned by persons with disabilities:

- o Andy Argenbright CPA
- o Ed LeDoux, Freelance Photography

Rehabilitation facilities:

- Coffee Plus;
- Corliss Institute;
- Cranston Arc;
- Fogarty Center
- Groden/Cove Center;
- Homestead Group;
- In-Sight;
- Maher Center;
- Phoenix House;
- Promail;
- The Cookie Place;
- Training thru Placement; Pandora's Products; and
- Trudeau Center

RI Division of Purchasing,

RI Department of Human Services' Office of Rehabilitation Services,

RI Department of Behavioral Healthcare, Developmental Disabilities and Hospitals and

RI Economic Development Corporation

8) How is success for this program defined? What outcomes are you trying to achieve?

State Contracts Awarded to Small Disability Business Enterprises & Rehabilitation Facilities through this program.

Outcome – To increase the percentage of state contracts awarded to DBEs, by 10% a year.

9) Are you currently collecting performance/outcome measurements for the program?

Yes, quarterly

10) Do you have a corrective action plan for program underperformance?

Yes, within available budgetary & personnel resources

11) How frequently do you review the metrics?

Annually

12) Do other governmental or non-governmental organizations or persons assist with program development implementation or outcome assessment (e.g., technical guidance provided by the federal government, client information received from non-profits, etc.). Please list them and their roles.

○ All the rehabilitation facilities (see listing in item 7 above) report quarterly on state government contracts awarded. They also recommend training to improve their marketing of products and services.

○ The following agencies have representatives on the Disability Business Enterprise Committee that sets the program's policies and guide staff activities:

○ Andy Argenbright CPA

○ Bridges

○ Phoenix Houses of New England

○ J. Arthur Trudeau Center

○ RI Division of Purchasing,

○ RI Department of Human Services' Office of Rehabilitation Services,

○ RI Department of Behavioral Healthcare, Developmental Disabilities and Hospitals and

○ RI Economic Development Corporation

13) How many FTEs are assigned to the program? (If an employee spends part of his/her time on a program, please use decimals in the total FTE count.)

Disability Business Enterprises FY 11 FY 12 FY 13

General Revenue 0.17 0.18 0.18

14) Do you use any contract employees for program management, implementation or outcome assessment?

No

15) Are any FTEs or contractors federally funded, either partly or fully?

No

16) What is the estimated budget for the program, as of the FY 11 supplemental? How much of that amount, if any, comes from federal funds?

Disability Business Enterprises FY 11 FY 12 FY 13

General Revenue \$13,204 \$15,552 \$16,914

17) Is the function similar to any other public function? In what way is it different?

See 18 below:

18) Can the process or function be accomplished in another way, or by another party?

There was legislation pending in the 2011 General Assembly to transfer to the Division of Purchasing the responsibility for assisting rehabilitation agencies.

The enactment of S 772 and H 5969 created the Habilitation Procurement program within the Department of Administration to assist rehabilitation agencies secure state government contracts.

19) Does the process or function produce the result(s) originally intended? If not, why not, or what would have to be done to make it produce those results?

Yes.

FY 2011 Achievements

- o Recertified 16 DBEs.
- o 3 public awareness activities (2010 ADA Celebration; We Mean Business Expo; chamber of commerce meeting)
- o 2 DBEs attended the ADA Celebration
- o 3 DBEs attended and exhibited at the We Mean Business Expo
- o 1 DBE attended the chamber of commerce meeting
- o 2 DBEs attended the RIBX Exhibition (formerly the Business Expo)
- o The number of DBE material disseminated: 250

FY 2011 Barriers Blocking Achievements

- o Lack of adopted by the Division of Purchase of DBE purchasing regulations
- o Limited staff resources

FY 2012/13 Goals

- o To increase the percentage of state contracts awarded to DBEs, by 10% a year.
- o Recertify existing DBEs
- o Certify 1 new DBE
- o The number of public awareness activities: 4
- o The number of DBE material disseminated: 300_
- o DBEs attend and exhibit at the 2011 We Mean Business Expo: 4
- o DBEs attend the ADA Celebration: 4
- o DBEs attend the RIBX Exhibition: 4

20) When was the process or function last examined or changed?

Annual operation reviews are conducted each September.



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MOTION: To approve the for FY2013-2014 operational plan with the following revisions: given the newly passed Habilitation Procurement Program RIGL34-2.4.1 and the revision to the Disability Business Enterprise Act RIGL37-2.2, the DBE now consists of 2 businesses owned by persons with disabilities, the operational plan therefore will focus on recruiting new businesses owned by persons with disabilities and the measurements of success will include but are not limited to pre and post data regarding number of contracts, customers, SSDI data, etc. In addition, the DBE committee will have two distinct marketing tracks: the first will be to market the DBE program to people with disabilities to encourage membership and the second will be to assist the DBEs to market their

products/services. Approved MD and AA.



Presentation graphic

10:20 Meeting date for regulation revisions, Chris Rancourt Bruzzi

Purpose/Goal: Set a meeting date to revise regulations so they are consistent with the revised law.

Discussion: Meeting days and times were discussed in order to get better attendance at the DBE Committee meetings.



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MOTION: To meet on Thursdays at 9:30 rather than Wednesdays at 9:00. Approved JD and AA



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10:25 Agenda and Scheduling the Next Meetings, Chris Rancourt Bruzzi

Items to be placed on the next meeting's agenda:

DBE Regulations

Next meeting will be: Thursday, Sept. 27, 2012 at 9:30 AM. Approved JD and AA



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10:30 Adjournment, Andy Argenbright



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MOTION: To adjourn at 10:30. Approved MD and JD.