

**Governor’s Commission on Supplier Diversity**  
 Conference Room C  
 302 W. Washington Street, Indianapolis, IN 46204  
**Monday, June 10, 2024 | 1:00 p.m. – 3:00 p.m.**

**Meeting Minutes**

**I. Call to Order**

Dr. Rebecca Holwerda, IDOA Commissioner, called the meeting to order on Monday, June 10, 2024, at 1:00p.m. EST.

**II. Roll Call**

Graham Melendez, Director of Business Development and Outreach, took roll call.

Those members present were:

Dr. Rebecca Holwerda – Indiana Department of Administration Commissioner	Kesha Rich – Division of Supplier Diversity Deputy Commissioner	Ellen Dunnigan – Central Representative	Nick Lunn – Central Representative
Angela Franklin – Central Representative	Elizabeth Kiefner Crawford – Indiana Department of Transportation	Frances Vega-Steele – Northern Representative	Joanna King – Indiana General Assembly
Carol Slager – Northern Representative	Nathaniel Lofton (proxy) – Indiana Small Business Development Center	John Bartlett – State Representative	Maurice Coates Jr. – Southern Representative
Darren Patterson – Southern Representative	Greg Taylor – State Representative		

**Establish Quorum**

Having 10 voting members, a quorum was established for the meeting.

**III. Adoption of Past Minutes**

Dr. Rebecca Holwerda, IDOA Commissioner, entertained a motion to adopt the minutes from the February Q1 Meeting,

The motion was unanimously passed, and the Governor’s Commission on Supplier Diversity Meeting Minutes were adopted.

**IV. MBE/WBE/IVOSB Vendor Presentations**

Selected vendors pitched their businesses and gave brief presentations to the Governor's Commission on Supplier Diversity that met the following criteria:

1. Certified with IDOA DSD as an MBE, WBE, or IVOSB.
2. Have not had any contracts with either the State of Indiana or the SEIs.
3. Willing to travel for an in-person presentation at the Governor's Commission on Supplier Diversity Meeting.

#### V. Deputy Commissioner of Procurement's Report

Erin Kellam, Deputy Commissioner of Procurement, gave a prime spend report:

- Reviewed the Q1 2024 certified prime spend data and payments made to prime contractors.
  - MBE \$ 46,644,849.80 – 14.11%
  - WBE \$ 78,170,341.84 – 23.65%
  - IVOSB \$8,907,172.52 – 2.69%
    - Total state spend = \$ 330,547,410.81

#### VI. State Educational Institution (SEI) Reports

Each SEI gave a brief overview of their overall goals and utilization percentages for the quarter from January 1, 2024 to March 31, 2024. The SEIs that presented their reports were:

- Indiana State University: MBE 3.99%, WBE 14.80%, IVOSB 0.04%
- Purdue University: MBE 3.61%, WBE 2.79%, IVOSB 0.68%
- Ivy Tech Community College: MBE 8.39%, WBE 8.08%, IVOSB 0.62%
- University of Southern Indiana: MBE 8.79%, WBE 24.27%, IVOSB 0.39%
- Vincennes University: MBE 2.88%, WBE 21.43%, IVOSB 2.03%
- Ball State University: MBE 1.32%, WBE 5.07%, IVOSB 2.02%
- Indiana University: MBE 4.44%, WBE 9.05%, IVOSB 4.00%

#### VII. INDOT DBE Program Update

Elizabeth Kiefner-Crawford, Director of the Indiana Department of Transportation, Equity Initiative Services Division gave the quarterly program update:

- DBE Certification Data (Through 5/29/24)
  - Total Number of INDOT Certified DBE's: 785
  - Expedited certification process with the City of Indianapolis is now active
  - New DBE applicants in 2024: 53
  - Total applications processed (New and Declaration of Eligibility): 304
- DBE Rule Updates
  - USDOT issued an overhaul of the DBE rules on April 9, 2024.
  - Effective Date is May 9, 2024.
  - INDOT is currently working through system changes to implement the new DBE rules.
  - Details and USDOT related training webinars can be found [here](#).
- Workforce and Education
  - BY Roads hosting a second class in Evansville in August 2024. Register [here](#).
  - Courses for Better Your Future will begin at the Madison Women's Prison in July 2024. Thank you to our partners at HIRE, ICRF and IDOC for their continued support.
  - In the high school space, we have three separate courses for students in junior year, senior year and recent high school graduates in two (2) INDOT districts.
- Uniform Report
  - Reminder: INDOT's current three-year DBE goal is 10.2%.
  - INDOT's current DBE goal attainment is 12.1%.
  - INDOT will be launching its disparity study later this year for a new three-year goal which will begin August 1, 2025.

#### VIII. Deputy Commissioner's Report

Kesha Rich, Deputy Commissioner, gave a general overview of the 1<sup>st</sup> quarter 2024. The report included:

- Business Outreach Updates
  - Empowering Pitch Perfect Workshop
  - Energizing Social Media Presence = 78% Increase
    - Followers went from 978 (Dec 2023) to 1,250 (June 2024).
  - Event Highlights
    - PMO Workshop @ Indiana Black Expo (06/25)
    - 16th Annual Business Conference and B2Bold Expo (10/11)
- Certification Updates
  - Average days to process the MBE/WBE/IVOSB certification are stably below the ninety (90) day requirement.
  - Continue to send out certification expiration reminders.
  - Certification team is working with SEI's and other partner organizations on DSD MBE/WBE/IVOSB certification requirements and processes.
- Compliance Updates
  - Regular monthly audits, tracking good faith efforts.
  - IDOA DSD is the final approval authority on requests to change the MBE/WBE and IVOSB subcontract participation plan.
  - The DSD Compliance team is working with Procurement and other partner organizations to raise awareness about DSD M/WBE and IVOSB program requirements.

**IX. Public Comments**

None at this time.

**X. Adjourn**

Dr. Rebecca Holwerda, IDOA Commissioner, adjourned the meeting Monday, June 10, 2024, at 2:52 p.m. EST.