

Governor’s Commission on Supplier Diversity
 Conference Room C
 302 W. Washington Street, Indianapolis, IN 46204
 Friday, February 23, 2024 | 1:00 p.m. – 3:00 p.m.

Meeting Minutes

I. Call to Order

Kesha Rich, Deputy Commissioner of the Division of Supplier Diversity, called the meeting to order Friday, February 23, 2024, at 1:00p.m. EST.

II. Roll Call

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

Those members present were:

Kesha Rich – Division of Supplier Diversity Deputy Commissioner	Maurice Coates Jr. – Southern Representative	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	Christine Jeffers – Indiana Small Business Development Center	John Bartlett – State Representative	

Establish Quorum

Having 8 voting members, a quorum was established for the meeting.

III. Adoption of Past Minutes

Deputy Commissioner Kesha Rich entertained a motion to adopt the minutes from the December Q4 Meeting,

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

IV. Adoption of the Report of the Governor’s Commission on Supplier Diversity

Deputy Commissioner Kesha Rich entertained a motion to adopt the February 2024 Report of the Governor’s Commission on Supplier Diversity.

The motion was unanimously passed on adopting the February 2024 Report of the Governor’s Commission on Supplier Diversity.

V. 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.

VI. State Educational Institution (SEI) Reports

Each SEI gave a brief overview of their overall goals and utilization percentages for the quarter from October 1, 2023 to December 31, 2023. The SEIs that presented their reports were:

- Indiana State University: MBE 6.87%, WBE 12.00%, IVOSB 0.04%
- Purdue University: MBE 2.28%, WBE 5.05%, IVOSB 0.69%
- Ivy Tech Community College: MBE 8.69%, WBE 6.39%, IVOSB 1.00%
- University of Southern Indiana: MBE 7.27%, WBE 28.02%, IVOSB 0.89%
- Vincennes University: MBE 2.34%, WBE 8.67%, IVOSB 8.46%
- Ball State University: MBE 0.97%, WBE 4.99%, IVOSB 1.09%
- Indiana University: MBE 2.99%, WBE 6.98%, IVOSB 0.25%

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 2/9/24):
 - Total Number of INDOT Certified DBE’s: 781
 - Working through expedited certification process with the City of Indianapolis.
- Quarterly Highlights:
 - Power Sessions every other Friday. YTD Topics include OSHA, Overhead Recovery, First Impressions, and How to Write Contracts.
 - We are working on providing Power Sessions in Spanish this year for the first time.
 - The First Business Development Program (BDP) began on Jan 30th.
 - We are currently planning an in-person BDP.
 - Revive I-70 DBE Outreach took place 2/13/24.
- Learning Opportunities:
 - Micro-learnings on DBE tools are being developed including the federal changes to Davis Bacon (payroll and wages)
 - New DBE hauler orientation is available on INDOT’s website located by clicking [here](#).
- 2024 New Initiatives:
 - Launching Spring 2024:
 - DBE Seal Program- provides recognizable marketing for certified DBE’s.
 - Prequalification Reimbursement
 - DBE of the month feature on INDOT’s social media channels - Launching April 2024

VIII. Deputy Commissioner’s Report

Deputy Commissioner Keshia Rich gave a general overview of the 4th quarter 2023. The report included:

- Business Outreach Updates
 - New Team Members
 - Tyla Ayers and Austin Van Wagner
 - Conference series
 - Energizing and Empowering You IN Business
 - New Outreach Initiative

- Spotlight Vendor Reels
- Certification Updates
 - No backlog
 - Total number of certified vendors – up 14%
 - 2023–2128
 - 2024–2435
 - Total number of certifications – up 41%
 - 2023–112
 - 2024–172
- Compliance Updates
 - Bridge the gap between DSD and other vendor/contract management teams
 - Attending and presenting at IDOA pre-proposal conferences
 - Employee of the month – Eli Sturgeon

IX. Deputy Commissioner of Procurement’s Report

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

- Reviewed the total 2023 certified prime spend data and payments made to prime. contractors.
 - MBE \$ 131,321,257.17 – 13.87%
 - WBE \$ 277,214,979.48 – 29.10%
 - IVOSB \$ 33,695,462.17 – 3.54%
 - Total state spend = \$ 952,790,010.67

X. New Business

Deputy Commissioner Kesha Rich asked the following new members of the Governor’s Commission on Supplier Diversity to give a brief introduction.

- Maurice Coates
- Nick Lunn
- Angela Franklin
- Carol Slager

Aaryn Eady, Entrepreneurship Program Specialist and Minority Business Initiative Director of the Indiana Economic Development Corporation, gave a brief presentation of the initiatives of the program.

XI. Adjourn

Kesha Rich, Deputy Commissioner, adjourned the meeting Friday, February 23, 2024, at 2:36 p.m. EST.