

EQUAL OPPORTUNITY REVIEW COMMISSION

MINUTES

Wednesday, March 16, 2016
12:00 PM
City County Building
Sixth Floor City Stats Room 646
414 Grant Street, Pittsburgh, PA 15219

Commissioners in Attendance: Joann Monroe, Jessica Bellas, Freddie Croce, Justin Laing, Karen Hall, Florence Rouzier, Erin Conley, Marvin Lebowitz

Absent Commissioners: Barry Nathan, Ralph Bangs, Tracey McCants-Lewis

Staff in Attendance: Anthony Mannella, Ricardo Williams **Intern:** Nathaniel Kiger

I. Call to Order- Freddie Croce

Opening discussions about how meetings can operate without Commissioner quorums due to lack of attendance. Should Commissioners provide a proxy/email vote when the plans are submitted prior to the meeting? Can the in-person vote and approval be contingent on an email vote? These questions need to be fleshed out in more detail

II. 90 Day Participation Plan Review

1. 1512-01 – City Planning ,Historic Architectural Inventory for the City of Pit
2. 1512-02 – SEA, North Shore Architectural Design Services,
3. 1512-03 – Parks & Recreation, Special Event/Film Permitting Management software
4. 1512-04 – HACP -Fire Alarm Replacement / Upgrades
5. 1512-05 – HACP – Multiple Insurance Lines / Arthur Gallagher Risk Management Services
6. 1512-06 – HACP – Multiple Insurance Lines/Housing Insurances Services Inc.,
7. 1512-07 – HACP, Fire Extinguishers Inspection & Maintenance,

III. New Participation Plans to Review

1. 1603-01- URA - Garfield Housing

Mistick Construction was asked to place their resources and outreach efforts in the plan packet . Local vendors are being used on this project ; however, some of them aren't certified vendors. URA staff is working with those vendors to obtain the proper certifications. A Section 3 hiring plan is in place. GJA has a partnership on this project.

MOTION TO APPROVE : Marvin Lebowitz - 1st , Jessica Bellas -2nd,

PROJECT APPROVED: Joanne Monroe - Abstained (GJA is involved with project)

2. 1603-02- HACP- Compliance Consultant Services

Dr. Denise Wesley has a contract for 3 years with 2- one year optional extensions. She will provide onsite reviews within HACP departments and provide evaluation and analysis to the Executive Director for decision-making. Dr. Wesley has a current MBE certification from Florida and is using WBE's from Florida to handle insurance claims and accounting.

MOTION TO APPROVE: Erin Conley-1st, Jessica Bellas -2nd

DISCUSSION- J. Laing - What is the clear measurement of an WBE/MBE on a project with a woman who has both certifications? Dr. Wesley is a MBE on this project.

PROJECT APPROVED:

3. 1603-05- HACP- Grievance Hearing Officer - Rosalyn Guy-McCorkle

At the request of Kim Detrick, HACP Procurement Director, we adjusted the agenda to accommodate Ms. Guy- McCorkle's schedule due to an in-court responsibility. This is a task order contract 85% MBE/ 15%WBE- Grayson Law Firm is the subcontractor . They will get paid on a per hearing charge based on the Independent Cost Analysis (ICA) for comparable work.

MOTION TO APPROVE : Joanne Monroe- 1st , Jessica Bellas- 2nd

PROJECT APPROVED:

4. 1603-03- HACP - Grievance Hearing Officer- Banderic Consulting

Same services as the above contract . Attorney LaTammie Bivins is the MBE on the contract while Grayson Law Firm is the subcontractor on this project. 85% Branderic/ 15% Grayson .

MOTION TO APPROVE: Joanne Monroe - 1st, Erin Conley - 2nd Erin Conley

PROJECT APPROVED:

5. 1604-04- HACP - Grievance Hearing Officer - Grayson Law Firm

Same services as the above contract. Marsha Grayson will be the MBE on this contract and LaTammie Bivins will be the subcontractor.

MOTION TO APPROVE: Jessica Bellas 1st, Joanne Monroe - 2nd

IV. Committee Report Updates

- a) **WBE Initiative Update** - Karen Hall, Jessica Bellas, Chairperson – Jessica emailed an overview of the program held on November 19th and encourages the commissioners to come out and support the WBE symposium on March 24th. Kudos went out to the EORC staff, committee and volunteers that participated in the WBE focus group in November.

V. Chairman's Remarks

- 1. **End of the Year Holiday Party** – Reminded everyone about the party the following evening at Florence Rouzier's residence.
- 2. **Refreshments** – Rick Williams had been supplying refreshments out of pocket. The Commissioners need to contribute this on their own.

VII. Manager's Minute

- A. **Sabio Springs**, a local WBE business was the bottled water used at the meeting.
- B. **Receipts for Parking Reminder**
- C. **B2GNow** Software obtained signatures to procure in 2016.
- D. **Lian Lunburg** completed her internship in early December.
- E. **The Year in Review of EORC activity**

VIII. Adjournment – Freddie Croce